

Course Syllabus

SAFM 505

Safety Legislation and Compliance

Fall 2018

Instructor:	Jenny Fuller, MS, CSP 345-F MRB Jenny.Fuller@mail.wvu.edu 304.293.9438 (office)
Office Hours:	Tuesdays & Thursdays 11:00 am-12:00 pm; 1:00 pm- 3:00 pm or by appointment.
Prerequisites:	There are no prerequisites for this course

Course Introduction

Credit Hours: 3.0

Method of Instruction: Lecture

Class Meets: Tuesdays & Thursdays 9:30 am-10:45 am (8/15/18-12/6/2018)

Course Description:

Comprehensive study and analysis of federal and state legislation which mandates compliance with certain safety conditions and practices related to work performed in occupational and comparable settings.

SAFM 505 is a three-hour mandatory course within the Safety Management Program. This classroom course covers evolution of the modern safety movement from the early 1900's to present, as shaped by tragic events, public demand for greater health and safety programs, and the passage of regulations and policies.

This course introduces the Occupational Safety and Health Administration (OSHA) and the major safety standards and regulations through which it promotes workplace safety and health. Other important government regulatory agencies having federal legislative mandates will be covered and we will examine their respective rulemaking activities, compliance and enforcement strategies, and policies. Modern day issues related to workmen's compensation program will be addressed, and finally, we will be brought up-to-date with regards to current safety trends, injury categories, and countermeasure programs.

Instructional Materials

Required Instructional Materials:

- Occupational Safety and Health for Technologists, Engineers and Managers by David L. Goetsch, Eighth Edition (2015) by Pearson Books
- 29 CFR 1910 OSHA General Industry Regulations and Standards. July 2017 (or newer) Edition by Mancomm

eCampus:

In this course, eCampus (ecampus.wvu.edu) will be used to communicate assignments, grading rubrics, lecture materials, and grades. All assignments will be submitted through eCampus.

Email:

Please note that email communications will occur through WVU MIX emails. It is the student's responsibility to regularly check MIX email.

Course Learning Objectives

CL01

Identify and describe the nature and scope of agencies that enforce safety and health legislation and related compliance operations.

Assessment:

Class discussion, quizzes, exercises and exams

CL02

Develop a familiarization with the intricate procedures of the standards development process and the parties, steps, and procedures involved with the development process of standards and variances.

Assessment:

Class discussion, quizzes, exercises, presentations, and exams

CL03

Identify the criteria that establish coverage under the record-keeping requirements set forth by state and federal agencies.

Assessment:

Class discussion, quizzes, exercises, and exams

CL04

Describe the procedures of an OSHA Inspection and the appropriate action taken before, during and after an inspection.

Assessment:

Class discussion, quizzes, exercises, and exams

CL05

Specify the purposes, and responsibilities of Management and labor specified in key regulations such as LOTO, Machine Guarding, Confined Spaces, Exit Routes, etc.

Assessment:

Class discussion, quizzes, exercises, abstracts, and exams

CL06

Use new and/or other important regulations and guidelines such as ANSI Z10, ISO, and GHS.

Assessment:

Class discussion, quizzes, exercises, and exams

Course Activities

Date	Topic	Special Message
Thursday 8/16/2018	Evolution of Safety Laws in the US	Assignment 1-Industrial Tragedy Topic Approval Due 8/23/2018 Assignment Due 8/30/2018 by 9:30 am. Read Chapter 1
Tuesday 8/21/2018	Significant events that built public demand for safety	
Thursday 8/23/2018	Government Safety Regulatory Bodies and Oversight Entities	Approved topics for Assignment Deadline. Read Chapter 6
Tuesday 8/28/2018	How laws are implemented- The Regulatory Development Process	

Thursday 8/30/2018	How laws are implemented- The Regulatory Development Process (Continued) Assignment 1 Presentations	Assignment 1 Due by 9:30 am 8/30/2018.
Tuesday 9/4/2018	Intro to the OSH Act of 1970 *OSHA 7510: Intro to OSHA for Small Business	*Attendance will be taken for OSHA 7510 Certificate. For more information, please see OSHA Course section. Assignment 2: OSHA Website Exercise Due 9/11/2018
Thursday 9/6/2018	Intro to Standards, Regulations, and Codes *OSHA 7510: Intro to OSHA for Small Business	*Attendance will be taken for OSHA 7510 Certificate. For more information, please see OSHA Course section.
Tuesday 9/11/2018	Intro to Standards, Regulations, and Codes *OSHA 7510: Intro to OSHA for Small Business (Continued)	*Attendance will be taken for OSHA 7510 Certificate. For more information, please see OSHA Course section. Assignment 2 Due by 9:30 am 9/11/2018.
Thursday 9/13/2018	Intro to the General Industry Standard	Read Chapters 10 & 15
Tuesday 9/18/2018	29 CFR 1910	Assignment 3: Safety Regulation Handout and Description Approved Topic Due 9/25/2018 Assignment Due 10/4/2018 by 9:30 am
Thursday 9/20/2018	29 CFR 1910	Read Chapters 14 & 18
Tuesday 9/25/2018	Intro to the Construction Standards	Approved Topic for Assignment 3 Due.
Thursday 9/27/2018	Intro to the Construction Standards (Continued)	
Tuesday 10/2/2018	29 CFR 1926	Assignment 3 Due by 9:30 am
Thursday 10/4/2018	29 CFR 1926	Read Chapter 20
Tuesday 10/9/2018	Mid Semester Review	
Thursday 10/11/2018	Midterm	
Tuesday 10/16/2018	Recordkeeping Requirements: Injury/Illness Reporting OSHA 7845: Recordkeeping Rule Seminar	*Attendance will be taken for OSHA 7845 Certificate. For more information, please see OSHA Course section. Assignment 4: Workplace Fatality due 10/23/2018 by 9:30 am.
Thursday 10/18/2018	Recordkeeping Requirements: Injury/Illness Reporting OSHA 7845: Recordkeeping Rule Seminar (Continued)	*Attendance will be taken for OSHA 7845 Certificate. For more information, please see OSHA Course section.
Tuesday 10/23/2018	Recordkeeping Requirements: Injury/Illness Reporting OSHA 7845: Recordkeeping Rule Seminar (Continued)	*Attendance will be taken for OSHA 7845 Certificate. For more information, please see OSHA Course section. Assignment 4 Due by 9:30 am.
Thursday 10/25/2018	Compliance, Inspection, and Enforcement	Assignment 5: Agencies Due 11/1/2018 by 9:30 am
Tuesday 10/30/2018	Compliance, Inspection, and Enforcement (Continued)	

Thursday 11/1/2018	Other Significant Legislation and Safety Regulatory Agencies	Assignment 5 Due by 9:30 am.
Tuesday 11/6/2018	Election- No Class Go VOTE!	Don't forget your final project!
Thursday 11/8/2018	Other Significant Legislation and Safety Regulatory Agencies (Continued)	
Tuesday 11/13/2018	Insurance- Worker's Compensation, Product Liability, Landmark Court Cases	
Thursday 11/15/2018	Insurance- Worker's Compensation, Product Liability, Landmark Court Cases (Continued)	
Saturday 11/17/2018- Sunday 11/25/2018 Fall Recess		
Tuesday 11/27/2018	Current Safety Trends, Pending Safety Legislation, Emerging Safety Issues	
Thursday 11/29/2018	Current Safety Trends, Pending Safety Legislation, Emerging Safety Issues (Continued) Presentations	Final Project Due by 9:30 am.
Tuesday 12/4/2018	Presentations Instructor Evaluation Final Preparations	
Thursday 12/6/2018	Final Exam	

*****NOTE: This schedule is tentative and is subject to change*****

*OSHA Courses

During the semester, some classes will incorporate classes from the Region III OSHA Education Center (WVU Safety and Health Extension). Students will have the opportunity to take 2 OSHA Education Center Courses as part of this class.

1. OSHA #7510 - Introduction to OSHA for Small Businesses

This course covers an introduction to the Occupational Safety and Health Administration (OSHA) and the OSH Act for owners and managers of small businesses. Course topics include an introduction to OSHA, OSHA Standards, the inspection process, implementing a safety and health program, worker training requirements and assistance available to small businesses. Upon course completion students will understand OSHA operations and procedures and how to work with OSHA to prevent or reduce injuries and illnesses in their workplace.

Planned Dates: Tuesday 9/4/2018, Thursday 9/6/2018, & Tuesday 9/11/2018. Students must attend **ALL 3 CLASS ON TIME** to complete the certificate. There will be **NO MAKE-UP SESSIONS**.

2. OSHA #7845 - Recordkeeping Rule Seminar

This course covers OSHA requirements for maintaining and posting records of occupational injuries and illnesses, and reporting specific cases to OSHA. Upon course completion students will have the ability to identify OSHA requirements for recordkeeping, posting and reporting and to complete OSHA Form 300 Log of Work-Related Injuries and Illnesses, OSHA Form 300A Summary of Work-Related Injuries and Illnesses, and OSHA Form 301 Injury and Illness Incident Report.

Planned Dates: Tuesday 10/16/2018, Thursday 10/18/2018, & Tuesday 10/23/2018. Students must attend **ALL 3 CLASS ON TIME** to complete the certificate. To achieve the required student contact hours, I will need students to stay an additional 5 minutes each class. There will be **NO MAKE-UP SESSIONS**.

Upon successful completion of the course, students will receive a certificate of completion from the Region III OSHA Education Center. Students **MUST** attend ALL classes ON TIME that are part of the OSHA course or no certificate will be issued to that student. There will be **NO MAKE UP SESSIONS**. If you want the certificates, you must come to class on time and stay for the duration. The information in these classes are part of SAFM 505 and will be on your midterm and final exam.

Assessment

Activity	Total Points Possible	% of Final Grade
Class Participation	200	20%
Assignments (papers, presentations, homework, etc.)	200	20%
Quizzes	100	10%
Midterm Exam	100	10%
Project	200	20%
Final Exam	200	20%
TOTAL	1000	100%

Grades will be provided based on the following scale:

90%-100%	A
80%-89.9%	B
70%-79.9%	C
60%-69.9%	D

Class Participation (20%):

To track participation, students will be given chips for each time they contribute to class discussions. The student will keep track of the chips throughout the semester and will earn points based on the amount of chips accumulated. This is aimed to encourage students to participate in class discussions, research current trends, and attend class. To earn the maximum points available for class participation, students must achieve 50 chips throughout the course of the semester.

Assignments (20%):

There will be 5 assignments (apart from the final project) throughout the semester. All assignments are due by 9:30 am on the specified due date. More information on the assignments will be found on eCampus.

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| 1. Industry Tragedy (Short Paper and Presentation) | 50 points |
| 2. OSHA Website Exercise (Instructor Provided Form) | 25 points |
| 3. Safety Regulation Exercise (Handout and Presentation) | 50 points |
| 4. Workplace Fatality (Short Paper and Discussion) | 50 points |
| 5. Agency Exercise (Short Memo) | 25 points |

Quizzes (10%):

Throughout the semester, quizzes will be given to students. There will be a total of 12 unannounced quizzes throughout the semester and only the top 10 scores will count toward the student's grade. There will be NO makeup quizzes. If you miss a quiz, it can be one of the dropped scores.

Midterm Exam (10%):

There will be a midterm exam in October.

Final Project (20%):

Students will be expected to select a proposed safety rule for public comment and draft a paper and presentation for the class. More information on the final project will be found on eCampus.

Final Exam (20%):

There will be a comprehensive final at the end of the course to evaluate knowledge.

Expected Timelines:

Students: All assignments and due dates are listed in the syllabus. Students will have 1-2 weeks to complete assignments, depending on what is assigned.

Instructor: Students will receive feedback on assignments generally within ten (10) consecutive University instructional days of the instructor's receipt of the work.

Course and Institutional Policies

Attendance Policy:

Students are expected to come to class. Students learn from their peers while in the classroom and that opportunity is lost when absent. As evident in the course grading, repeated absences will reflect poorly on a student's grade.

Late Assignment and Missed Exam Policy:

Late assignments will not be accepted. There will be no make-ups on exams or quizzes.

If an emergency occurs, it will be addressed on a case-by-case scenario.

Institutional Policies:

Academic Integrity Statement: The integrity of the classes offered by any academic institution solidifies the foundation of its mission and cannot be sacrificed to expediency, ignorance, or blatant fraud. Therefore, instructors will enforce rigorous standards of academic integrity in all aspects and assignments of their courses. For the detailed policy of West Virginia University regarding the definitions of acts considered to fall under academic dishonesty and possible ensuing sanctions, please see the West Virginia University [Academic Standards Policy](http://catalog.wvu.edu/undergraduate/coursecreditstermsclassification) (<http://catalog.wvu.edu/undergraduate/coursecreditstermsclassification>). Should you have any questions about possibly improper research citations or references, or any other activity that may be interpreted as an attempt at academic dishonesty, please see your instructor before the assignment is due to discuss the matter.

Inclusivity Statement: The West Virginia University community is committed to creating and fostering a positive learning and working environment based on open communication, mutual respect, and inclusion.

If you are a person with a disability and anticipate needing any type of accommodation in order to participate in your classes, please advise your instructors and make appropriate arrangements with [the Office of Accessibility Services](https://accessibilityservices.wvu.edu/). (https://accessibilityservices.wvu.edu/)

More information is available at the [Division of Diversity, Equity, and Inclusion](https://diversity.wvu.edu/) (https://diversity.wvu.edu/) as well. [adopted 2-11-2013]

For more information on WVU Academic Policies, please see <https://tlcommons.wvu.edu/syllabus-policies-and-statements#13> for a list.