
SAFM 470
Managing Construction Safely
Fall 2017 (7D2)
3 Credit Hours
Online

Instructor: Carl W. Heinlein, CSP, ARM, FAIHA
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Phone: 724-935-1650

Office Hours: Online
Monday – Friday
8am - 6pm (eastern time)

Course Pre or Co Requisites: None

Course Description: Focuses on management and planning aspects of construction safety, including fall protection, scaffolding, excavation, hand and power tools, cutting and welding, others. Compliance aspects of 29CFR 1926 (with various subparts) concerned with building and highway construction.

Expected Learning Outcomes: Upon successful completion of this course, the student will be able to demonstrate skills and knowledge of construction safety necessary for safety managers or civil engineers.

Required Textbooks:

- The required textbook is Construction Jobsite Management by Mincks and Johnston, 2011. Delmar/Cengage Learning, NY.
- You should consider purchasing a bound copy of 29CFR1926, the safety regulations for the construction industry; alternatively, you can download 29CFR1910 general industry.

Course Requirements:

Tentative Course Schedule

Week, Module or Unit Title	Start/End Date (Due Date)	Lectures & Assigned Readings	Assignments & Assessments Due
Week 1	Monday, October, 14 th – Monday, October 21 st	Week 1 Online Module Read Chapters 1 and 2 in Mincks and Johnston <i>Construction Jobsite Management</i>	Due week 1: Introductory Forum Post (5 pts) - Due Friday, October 18th Early vs. Modern Work Safety (10 pts) Farmington Mine Disaster and Johnstown Flood (10 pts) Hazard Assessment Discussion (10 pts) Optional homework for the achiever student: The Great Molasses Flood
Week 2	Tuesday, October 22 nd – Monday, October 28 th	Week 2 Online Module Read Chapters 3, 4 and 5 in Mincks and Johnston <i>Construction Jobsite Management</i>	Due week 2: Affirmative Defense (10 pts) “Choice or Chance” Discussion (10 pts) Analyzing the OSH Act (10 pts)

			Optional homework for the achiever student: compulsory enforcement system vs voluntary compliance system (10 pts)
Week 3	Tuesday, October 29 th – Monday, November 4 th	Week 3 Online Module Read Chapters 6 and 7 in Mincks and Johnston <i>Construction Jobsite Management</i> OSHA CPL 20. 124: Multi Employer Worksite Policy	Due week 3: Job Safety Analysis (10 pts) Needs Assessment and Training Objectives Discussion (10 pts) MEWP Hazards Discussion (10 pts)
Week 4	Tuesday, November 5 th – Monday, November 11 th	Week 4 Online Module Read Chapters 8 and 9 in Mincks and Johnston <i>Construction Jobsite Management</i> , 2011. Delmar/Cengage Learning, NY. Each student must by Week 4 obtain a paper copy of 29 CFR 1926 “Safety and Health Regulations for Construction” or have easy access to an electronic copy.	Due week 4: CFR Citations (10 pts) Regulatory Abstract - Subpart C (10 pts) Analyzing Subpart C (10 pts) Top Ten OSHA Violations Discussion (10 pts) Spot the Hazard (10 pts)
Week 5	Tuesday, November 12 th –	Week 5 Online Module Read Chapters 10 and 11 in Mincks and Johnston <i>Construction Jobsite Management</i> ,	Due week 5: Why is it Important for a Safety Manager to Know the Differences Between an Employee and an

	Monday, November 18 th	2011. Delmar/Cengage Learning, NY. Read Chapters 1-2 ("Introduction" and "Three Levels of Culture") in Organizational Culture and Leadership by Edgar Schein (2010). You can locate the book in an on-line library or buy the book, which is a good addition to your library, or finally, you can buy the Kindle version of the book.	Independent Contractor Particularly at the Construction Site? (10 pts) Analyzing Letters of Interpretation (10 pts) Analyzing Review Commission Findings (10 pts) Incident Investigation Checklist (10 pts) Creating Basic Policy, Rules and Procedures in a Safety Construction Setting Discussion (10 pts) Regulatory Abstract - Subpart M (10 pts)
Week 6	Tuesday, November, 19 th – Monday, November 25 th	Week 6 Online Module Read Chapters 12 and 13 in Mincks and Johnston Construction Jobsite Management, 2011. Delmar/Cengage Learning, NY.	Due week 6: Finding OSHA Penalties (10 pts) Regulatory Abstract - Subpart L (10 pts)
Week 7	Tuesday, November 26 th – Monday, December 2 nd	Week 7 Online Module Read Chapters 14 and 15 in Mincks and Johnston Construction Jobsite Management, 2011. Delmar/Cengage Learning, NY.	Due week 7: Analyzing Letters of Interpretation - Subpart L (10 pts) Analyzing an Excavation Decision (10 pts)

Week 8	Tuesday, December 3 rd – Monday, December 9 th	None	Due week 8: Final Exam (100 pts)
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Evaluation/Grading:

Introductory Forum Post	1 forum post for 5 points
Assignments	25 assignments for 10 points each
Final Exam	100 points
Total	355 Points

Course Grading Scale:

90-100% = A
80-89.9% = B
70-79.9% = C
60-69.9% = D
Below 59% = F

Late Assignments:

Any assignment not submitted by the due date/time will receive an automatic 20% grade deduction. Any late assignment not submitted by the drop box closing (generally 2 days after the original due date) will not be accepted and the grade will remain a 0. Please contact the instructor BEFORE the due date if you need to discuss an exception to an assignment due date. Note that absolutely no late assignments will be accepted for the Final Project.

Academic Integrity

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, I will enforce rigorous standards of academic integrity in all aspects and assignments of this course. 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 Catalog at <http://catalog.wvu.edu/undergraduate/coursecredittermsclassification/#academicintegri>

[text](#). 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 me 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 this class, please advise me and make appropriate arrangements with the [Office of Accessibility Services](#) (293-6700).

For more information on West Virginia University's Diversity, Equity, and Inclusion initiatives, please see <http://diversity.wvu.edu>

Incomplete Grades

Students who want to be considered for an Incomplete must apply to their instructor prior to the end of the term. If the instructor agrees, the instructor and the student must negotiate the conditions under which the grade of I will be changed to a letter grade and sign a contract. The date to submit the incomplete work should not be set beyond the last day of class of the following semester. If the student does not complete the terms of contract then the instructor should submit a grade of F. All incomplete contracts must be filed with the department and Dean's Office. See the policy at <http://catalog.wvu.edu/undergraduate/enrollmentandregistration/#gradestext>

Sale of Course Materials

All course materials, including lectures, class notes, quizzes, exams, handouts, presentations, and other materials provided to students for this course are protected intellectual property. As such, the unauthorized purchase or sale of these materials may result in disciplinary sanctions under the Campus Student Code.

Student Evaluation of Instruction

Effective teaching is a primary mission of West Virginia University. Student evaluation of instruction provides the university and the instructor with feedback about your experiences in the course for review and course improvement. Your participation in the evaluation of course instruction is both strongly encouraged and highly valued. Results are strictly confidential, anonymous, and not available to the instructor until after final grades are released by Admissions and Records. Information about how you can complete this evaluation will be provided later.

Course Netiquette

The basic premise is that the etiquette expected of students in the online environment is the same as that expected in a classroom. Common courtesy is the guiding rule of Internet communications. Be prepared to communicate effectively when taking an online course. Following these simple netiquette rules

in your online class or education environment will ensure your success:

- Never type in ALL CAPS, because it reads as if you ARE SHOUTING AT PEOPLE.
- Act as professionally, via your writing, as you would in a face to face classroom.
- Refrain from inappropriate language and derogatory or personal attacks.
- Do not dominate any discussion. Give other students the opportunity to join in the discussion.
- Disagree with ideas, but avoid challenges that may be interpreted as a personal attack.
- Check that you are replying to the specific person you intend, and not to the entire class.
- Never give your password to another person.
- Respect the virtual classroom. Never forward in-class communications or posts by others outside of this virtual space.
- Never spam your classmates.
- If you quote someone's previous post, only quote enough to make your point.

Be aware of the University's Academic Integrity and Dishonesty Policy

<http://catalog.wvu.edu/undergraduate/coursecredittermsclassification/#academicintegritytext>. You can review the rules, regulations, and procedures concerning student conduct and discipline for the main campus of West Virginia University, at <http://campuslife.wvu.edu/r/download/180235>.

Feedback Response Time

I generally reply to email and discussion posts within 48 hours, except during holidays. Often, I will reply much more quickly, but you should not count on a same-day reply. Please plan accordingly so that you don't miss deadlines! I generally, return assignments within one week of when a discussion or assignment closes. If you would like to get help on an assignment ahead of the deadline, please email me! I'm happy to give preliminary feedback or answer questions.

Technical Requirements

Students need to have access to a computer for word processing, e-mail and access to eCampus. Access to the Internet is necessary for completion of this course. Run the [Browser Check](#). This tool will check that you are using a supported Internet browser and have a valid Java version installed. The required technical skills to participate in this course are:

1. Navigate the web
2. Use email with attachments
3. Create and submit files in commonly used word processing program formats
4. Copy and paste

5. Download and install software
6. Consult software tutorials and other online sources as a method of learning software features

Technical Support

Technical support regarding your use of eCampus is available by contacting 304-293-4444 (telephone), 1-877-327-9260 (toll free number), itshelp@mail.wvu.edu (email), and/or <http://it.wvu.edu> (website).

Phone: [\(304\) 293-4444](tel:3042934444)

Toll Free: [1\(877\) 327-9260](tel:18773279260)

Email: ITSHelp@mail.wvu.edu