**Course Syllabus
SAFM 505
Safety Legislation and Compliance**

**Spring 2019 (Online)**

**January 7, 2019 - March 1, 2019**

**Instructor:** Jenny Fuller, MS, CSP

 345-F MRB

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 304.293.9438 (office)

**Office Hours:** I am available virtually and by phone as needed. Although this class is online, I am also available in my office in Morgantown Tuesdays and Thursdays 10:00 am-12:00 pm and 1:00 pm- 3:00 pm.

 I try to respond to all emails within 24 working hours (M-F, 8 am- 4 pm)

**Prerequisites:** There are no prerequisites for this course

**Course Introduction**

Credit Hours: 3.0

Method of Instruction: Online

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

Highly Recommended Materials:

* 29 CFR 1910 OSHA General Industry Regulations and Standards. July 2017 (or newer) Edition by Mancomm
	+ NOTE: All OSHA Regulations are also available on OSHA’s website for free (OSHA.gov).

**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/Communications:**

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

Check the Announcement Tab on eCampus for important course communications.

**Course Learning Objectives**

**CLO1**

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

**CLO2**

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

**CLO3**

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

**CLO4**

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

**CLO5**

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

**CLO6**

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**

|  |  |  |  |
| --- | --- | --- | --- |
| **Week** | **Start Date:** | **Topic** | **Special Message** |
| 1 | 1/7/2019 | Module 1: Evolution of Safety Laws in the USAModule 2: Significant Events That Built Public Demand for Safety | Read Chapter 1 |
| 2 | 1/14/2019 | Module 3: Government Safety Regulatory Agencies and Oversight BodiesModule 4: How Laws are Implemented- The Regulatory Process | Read Chapter 6 |
| 3 | 1/21/2019 | Module 5: Intro to OSH Act of 1970Module 6: Intro to Standards, Regulations, and Codes | Read Chapters 10 & 15 |
| 4 | 1/28/2019 | Module 7: Intro to General Industry Part 1910Module 8: General Industry Subparts M thru Z | Read Chapters 14 & 18 |
| 5 | 2/4/2/2019 | Module 9: Intro to Construction Standards Part 1926Module 10: Construction Subparts O- CC | Read Chapter 20 |
| 6 | 2/11/2019 | Module 11: Recordkeeping Requirements; Injury/Illness ReportingModule 12: Compliance, Inspections, and Enforcement | Supplemental Information will be provided by Instructor |
| 7 | 2/18/2019 | Module 13: Other Significant Legislation and Safety Regulatory AgenciesModule 14: Insurance- Worker’s Compensation and Product Liability; Landmark Cases | Supplemental Information will be provided by Instructor |
| 8 | 2/25/2019 | Module 15: Current Safety Trends, Pending Legislation; Emerging Safety Issues | Supplemental Information will be provided by Instructor |

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

**Assessment**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity | Point Value per Unit | # of Units | Total Points Available | % of Final Grade |
| Discussion Boards | 10 | 15 | 150 | 15% |
| Assignments | 50 | 3 | 150 | 15% |
| Final Project | 200 | 1 | 200 | 20% |
| Module Quizzes | 50 | 8 | 400 | 40% |
| Student Journal Entries  | 10 | 10 | 100 | 10% |
| **TOTAL** |  |  | **1000** | **100%** |

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

 Grades will be provided based on the following scale:

**Discussion Boards (15%):**

Students are required to participate in weekly discussion boards, including posting one (1) primary post of your own and a minimum of two (2) responses to others’ postings. The topic will be based on required readings and/or other assignments related to each Module. The first/primary response to each question is due by 11:59 pm Wednesday of each week and the (2) additional responses are due by Sunday 11:59 pm Sunday of that same week. The responses should reflect the student’s view and not mirror others. Students are encouraged to think creatively and offer various perspectives for discussions.

Discussion board questions are released each Monday.

**Assignments (15%):**

There will be three (3) assignments assigned through the course of the course. Information on each assignment can be found on the “Assignment” Tab of eCampus.

Assignments will always be due on a Sunday evening by 11:59 am of the due date.

**Final Project (20%):**

Students will have a final project to be completed by the end of the course. Information can be found on the “Final Project” Tab of eCampus.

**Module Quizzes (40%):**

Each week, students will have a quiz based on the week’s Module(s). Quizzes will open Wednesdays and will remain open until Sunday evening (11:59 pm).

The questions will be a combination of multiple choice, matching, true/false, short answer, and/or essay. Students will have 60 minutes to complete the timed quiz. Once a quiz is started, it will not reopen, so students are encouraged to plan ahead in order to prevent interruptions. Students are not allowed to use other browsers or cut/paste answers into the answer blocks. Please know that eCampus software is able to detect and report any violations of these rules.

**Student Journal Entries (20%):**

Each Module poses questions that must be recorded in the Student Journal. These postings are typically 2-3 paragraphs and for personal views or asks the students to research and address a question. Remember that journal questions may be used in quizzes..

**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.

When I list a due date, the item is due by 11:59 pm of that date.

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**

**Course Requirements**

Because this is an online course, it is essential that students have regular access to a computer with internet connection, preferably high-speed internet. You may use computer labs on campus or public access in various libraries in the area.

Detailed technical requirements for this course can be accessed from **this page** in the *Start Here > Getting Started* section. Should you have IT problems or other questions, kindly contact WVU eCampus Support and log a ticket or contact the ITS Service Desk for help.



**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](https://tlcommons.wvu.edu/syllabus-policies-and-statements#13) (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](http://accessibilityservices.wvu.edu/). (https://accessibilityservices.wvu.edu/)

More information is available at the [Division of Diversity, Equity, and Inclusio](http://diversity.wvu.edu/)n (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.