

## SAFM 528: Economic Aspects of Safety

Regularly Scheduled Class Meeting Time  
Weekly 7:00-9:50 pm Tuesdays in MRB-105.  
Spring 2015

### Instructor

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Office Hours by Appointment: Room 3825, Health Sciences Center South

**Course Description:** This course is a general orientation to the basic concepts of business economics and management including business and cost models, financial planning and analysis, cost estimating, and risk analysis and control as applied to the safety function.

**Methods of Instruction:** This course will meet weekly and will employ a combination of lecture-based instruction and group-based discussion and activities during the regularly scheduled class meeting time. Students are expected to prepare for each class in advance, which includes but is not limited to completing assigned readings.

### **Course Goals:**

1. To provide students with a sound understanding of business economics as applied specifically to the ES&H function.
2. To provide students with qualitative and quantitative business management problem-solving skills
3. To provide students the skills and knowledge to design, implement, evaluate, and monitor ES&H projects and programs.

### **Student Learning Objectives & Outcomes:**

Upon completion of this course, students will be able to:

1. Explain the relationship of key economic functions to ES&H
2. Illustrate operating and capital budgeting principles.
3. Distinguish between ethical and unethical behaviors in ES&H
4. Assess the need for legal contracts
5. Justify the use of consensus standards in ES&H activities
6. Derive the business value individual safety controls and comprehensive safety programs

### **Required Course Materials**

1. Carande-Kulis, Vilma, Biddle, E. and Sotnikov, *Investing in Health and Safety: A Business Case Resource Guide*. Atlanta, GA: U. S. Department of Health and Human Services, Public Health Service, Centers for Disease Control and Prevention, December 2009 (No Cost)
2. International Commission on Occupational Health (2011). *Code of Ethics for Occupational Health Professionals* (No Cost)

### **Supplementary Course Materials**

Students will be assigned a case project and additional readings by the Instructor during the course of the semester.

### **Components of Evaluation:**

Item	Possible Points	Grading Scale	Grade
Exams (2-Midterm/Final)	150 (75 each)	360-400	A
Project Paper	125	320-359	B
Project Presentation	75	280-319	C
Articles/Current Events	25	240-279	D
Homework/Exercises	23	<240	F
TOTAL	400		

## Weekly Course Schedule

[\*NOTE: The Instructor reserves the right to adjust this schedule.]

Week	Date	Topic	Assignments Due
1	January 13	Course Introduction Economics and ES&H production function supply and demand resource markets	
2	January 20	Economic Evaluation cost analysis methods business case overview introduction to project: define the problem	Abstract
3	January 27	Business Case Development establish work team identify general assumptions Identify and prioritize business objectives	Project problem
4	February 3	Business Case Development identify hazards, process analysis risk assessment—health	Work Team, Prioritized business objectives
5	February 10	Business Case Development risk assessment—business continuity	Hazard assessment, Process, Current state health risk assessment
6	February 17	Business Case Development select the problem solutions Budgeting cost estimation capital budgeting financial reporting	Current state business continuity risk assessment
7	February 24	Mid-term Exam	Problem solution;
8	March 3	Contracts and Standards types of contracts rationale for creation management consensus standards	
9	March 10	Business Case Development financial analysis cash flow financial metrics	Abstract
10	March 17	Business Case Development measure changes in: health outcomes risk management business operations	Abstract
11	March 24	<i>Spring Recess – University Closed</i>	
12	March 31	Business Case Development non-financial analysis	Changes and cash flow
13	April 7	Business Case Development sensitivity analysis value proposition	Financial metrics
14	April 14	Ethics international codes ethics and leadership	Sensitivity analysis
15	April 21	Project Presentations, Projects Due	
16	April 28	Final Exam	
		Final Exam Week	

## **Syllabus Statements**

### **Computer Usage**

Students are expected to bring laptops equipped with Excel software throughout the semester. The instructor will inform the students one week prior of the need.

### **Makeup Assignments**

The Instructor does not accept late work.

If you are unexpectedly unable to complete an assignment due to a University excused absence (such as illness or other unanticipated event) please inform the instructor as soon as possible. If the absence is due to regularly scheduled University activities (e.g. - athletics travel), you will be expected to complete the work prior to the assigned date.

### **Communication Devices**

Unless approved by WVU Disability Services, the use of all communication devices (cell phones, pagers, music devices, etc.) during class time is not allowed. If a student does not abide by this policy they will be asked to leave the class at the discretion of the instructor. If a student refuses to leave the class, the instructor will follow university procedures for having the student removed from the class.

### **Recording (audio or video) Lectures**

Unless approved by WVU Disability Services, the recording of lectures via audio or video is not allowed. If a student does not abide by this policy they will be asked by the instructor to leave the class. If a student refuses to leave the class, the instructor will follow university procedures for having the student removed from the class.

### **Food and Drinks in Classroom**

Food and drinks are allowed in the classroom as long as they are not disruptive to the learning process and students remove all items after class. The instructor reserves the right to change this policy if both of these criteria, as determined by the instructor, are not met.

### **Communication Rules**

It is fully expected that all students will interact and communicate in a professional and courteous manner towards both the instructor and fellow students. "Treating people like you want to be treated" is a good general rule-of-thumb to follow when interacting.

Out-of-class communication with the instructor is to be done via E-mail or telephone. Every effort will be made by the instructor to respond to all student E-mail queries within 24 hours, Monday through Sunday.

### **Class Cancellation**

In the unforeseen circumstance where class is cancelled, an E-mail will be sent to all students' preferred E-mail address regarding such.

### **WVU Student Assistance**

The WVU Student Assistance Program offers an array of services for students with alcohol or other drug concerns, including individual assessment, individual and group counseling, and educational activities.

Additional information regarding this service can be accessed via the following link:

[http://well.wvu.edu/ccpps/student\\_assistance\\_program](http://well.wvu.edu/ccpps/student_assistance_program)

## **WVU POLICY STATEMENTS:**

### **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 Disability Services (293-6700). For more information on West Virginia University's Diversity, Equity, and Inclusion initiatives, please see: <http://diversity.wvu.edu>.

#### 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 Student Conduct Code at [http://studentlife.wvu.edu/office\\_of\\_student\\_conduct/student\\_conduct\\_code](http://studentlife.wvu.edu/office_of_student_conduct/student_conduct_code).

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.

#### Student Evaluation of Instruction Statement

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.

#### Incomplete Grade for the Course

The grade of I(Incomplete) is to be given only when the instructor believes that the course work is unavoidably incomplete. See more at <http://publichealth.hsc.wvu.edu/pages/students/student-policies/incomplete-grading-policy>

Per the WVU Faculty Senate, all students are hereby notified that, "Only a student experiencing extraordinary circumstances will receive an incomplete grade for the semester." Further, any student receiving a grade of incomplete must complete all required work by the completion of the following semester or the grade of incomplete will automatically change to a "fail".

Students receiving an "I" must contact the Instructor immediately to discuss its removal. Students receiving an "I" are to meet with their Instructor at the end of the semester to develop a written plan for completion of all course requirements. The plan is to be signed by both parties and is entered into the student's file. According to WVU policy, all course requirements must be completed within one semester of receiving the "I". In this case, a semester refers to fall and spring semesters and summer session.