



**COLLEGE OF INFORMATION TECHNOLOGY AND ENGINEERING**

Gullickson Hall 112, One John Marshall Drive, Huntington, West Virginia 25755-2585

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**Syllabus (Updated 1-10-11)**  
**SFT 235: Introduction to Safety**  
**(International Studies)**  
**SPRING 2011**

**Classroom:** 235 Harris Hall  
**Period:** 8:00 a.m. to 9:15 a.m.  
Tuesdays and Thursdays  
**Instructor:** Dr. Tony Szwilski  
Gullickson Hall 109  
304-696-5457; [Szwilski@marshall.edu](mailto:Szwilski@marshall.edu)

**Office Hours:** T, W, F: 11:00 am to 12:00 n.

**Course Description:** Covers international and national general perspective of safety, accidents and causes; and best safety practices in the home, work, transportation and natural disasters. Emphasis is on accident prevention and mitigation.

**Required Text:** **Safety a Personal Focus.** Bever, David L. Times Mirror/Mosby College Publishing. McGraw-Hill: Most Current Edition

**Course Materials:** Class notes and pertinent website references will be made available on **MUOnline**. Significant materials are available on web sites. Mock quizzes and some class materials will just be made available during class periods.

**Technology Requirements:** Utilization of MUOnline is required.

**Course Student Learning Outcomes:**

At the conclusion of the course, students will be able to:

1. Demonstrate multicultural and international thinking through the ability to:
  - a. Analyze the influence of age, gender and cultural differences on incident rates of accidents and fatalities.
  - b. Evaluate the significant safety issues in different countries.
  - c. Communicate with at least one foreign-born person to learn of international safety issues.
2. Demonstrate information and technical literacy through the ability to:
  - a. Access information using MUOnline and the internet.
  - b. Synthesize and use information in research assignments, verbal presentations and final project report.

**Discipline-Specific Learning Outcomes:**

1. Reasoning: Students will be able to demonstrate sound reasoning skills through the development of personnel safety awareness and responsibilities.
2. Representation: Students will be able to analyze, evaluate and synthesize information in written and verbal presentations, expressing their bias and point of view regarding significant safety issues around the world.
3. Information Literacy: Students will be able to demonstrate an understanding of and a proficiency in information literacy. Students will be able to strategize about, access, evaluate and use information as they write their research assignment reports and final report regarding global safety issues.

**Classroom Assessment:**

Students will provide direct evidence of their ability to apply new knowledge to real-life safety problems and scenarios. Graded assessments will evaluate mastery i.e. what students do or do not know.

**Grading Policy:** A grade 'A' is 90% and above; a grade 'B' is 80% and above; a grade 'C' is 70% and above; a grade 'D' is 60% and above.

Class Participation/Attendance	5% (Potential additional points)
Quiz's (2)	10%
Mid Term Exam	20%
Final Exam	20% (Comprehensive)
Final Research paper	15%
Research Papers (6)	25%
Paper Presentations (3)	10%
Total	105 %

- **Quiz** will consist of short essay and multiple choice questions.
- **Mid-term examination:** Short essay and multiple choice questions.
- **Final examination:** Comprehensive. Short essay and multiple choice questions.

**Recommendations for study:** It is important that you read each chapter and study carefully in preparation for each class. It has been recommended that a student should spend at least two hours studying for every hour they spend in class. .

**Attendance Policy:** A class roster sign-up sheet will be passed around at the beginning or near the end of each class. Class attendance and class participation is important as they are an indicator of your contribution to the class. Class attendance will be taken into account if the student is close to a higher grade at the end of the course. Excessive absences, excused or not, will result your failing this course. There is an opportunity for class participation bonus points: 5 points for perfect attendance; and 2 points for missing only one class.

Class attendance means attending the full class period. If the student arrives more than 15 minute late or leaving too early, without an excuse, the students will be regarded as missing the class.

If you miss a major exam you must have a formal excuse. **It must be either a university excused absence or a family emergency or a sickness to be excused.** See Dean of Students for excuse.

**Policy Statement:** Assignments to be submitted on time. Late assignments will be given a lower grade or may not be accepted at all. Missing the final examination will result in student receiving an F in the course.

Policy for Students with Disabilities: Marshall University is committed to equal opportunity in education for all students, including those with physical, learning and psychological disabilities. University policy states that it is the responsibility of students with disabilities to contact the Office of Disabled Student Services (DSS) in Prichard Hall 117, phone 304 696-2271 to provide documentation of their disability. Following this, the DSS Coordinator will send a letter to each of the student's instructors outlining the academic accommodation he/she will need to ensure equality in classroom experiences, outside assignment, testing and grading. The instructor and student will meet to discuss how the accommodation(s) requested will be provided. For more information, please visit <http://www.marshall.edu/disabled> or contact Disabled Student Services Office at Prichard Hall 11, phone 304-696-2271.

Plagiarism/Academic Honesty/Academic Integrity

Cheating on exams and research papers will be dealt with following university policy. See university policy on this subject.

Course Philosophy and Themes to be developed

The objective of the course is to develop a greater understanding of the magnitude of the many safety issues around the world, and how accidents can impact a person's life: a moment of carelessness can transform able bodied individuals to being disabled.

**Cell phone policy:** ***Cell phones to be turned off during the class.***

Laptops: No laptops to be used during the class, unless otherwise stated.

**Significant Calendar Dates:**

March 18: Last Day to Drop Course  
March 22 to 27: Spring Break. No classes  
April 25: Dead Week  
May 5: Final exam.

## Research Paper Guidelines (25%)

There will be SIX (6) research papers and discussions in class.

- ❖ **The student will choose a title and topic for the research paper that is relevant and within the context of the course content covered in class.**

Assignment Format: Five full pages typed, 1.5 spacing; 12 font; one-inch margins is expected. The reports must be **stapled** to be accepted. The FIVE page paper to be submitted at the respective class. A deduction will be made if these requirements are not fulfilled.

Late submissions of the research assignment reports will not be accepted unless for official absence.

Note: The class research assignments will be given a grade. For full-credit the report and presentation must each address the following four points:

- 1. What are the principal safety issues and why so important?**
- 2. Why are these safety issues of particular interest to you?**
- 3. What is your opinion of the safety issues?**
- 4. After analyzing available data/information, what do you conclude?**

Factors taken into account in the evaluation of the report and presentation:

1. Satisfactory timely completion and submission of the research assignment reports and presentations.
2. The degree to which the format and above four requirements are addressed
3. The presentation to be very clear to all in the classroom

**Presentations (10%):** Each student will give THREE (3) short (about one to two minutes) presentations of their research papers. The presentations should address the above FOUR points. The presentations will be graded.

**Format:** The paper should be at least FIVE pages long and include:

- i. Cover sheet: Title and Student Name
- ii. Body of the report (Five pages): Addressing the above four points.
- iii. Bibliography (references), and appendices as needed.

For full credit the Term Paper should address clearly and fully all the requirements outlined in the syllabus. Evaluation of the Research Papers will be based on the following:

- 40%: Degree to which the requirements (FOUR points) are addressed
- 40%: Quality, originality and completeness of content
- 10%: Paper presentation and readability
- 10%: Writing format – see format requirements

## FINAL RESEARCH PAPER: 15 % (Due April 28)

This is a major assignment which will have several separate and distinct parts. This is an International course and as such, it is designed to introduce you to other societies and cultures. See '**Guidelines for Research Paper.**'

Sources of information: The many resources include English Language newspapers in the particular country; travel websites; embassies and consular offices based in the country of interest or in the United States. Also, international web sites including the United Nations (UN) and the International Labour Office (ILO). You are required to note the web site addresses of your research reference. Foreign students and others with extensive experience overseas can be a rich source of Information.

### Requirements

The final research paper choose only **ONE** country from one of the listed five cultures below.

Include background information: (Maximum two pages). You should include geographical information on the countries: size, population, educational levels, life expectancy, annual income and other basic information.

### Cultures:

1. **Asian culture** – Examples of countries: China; Japan; Korea; Vietnam; Cambodia; Thailand; Miramar and that geographical area.
2. **Spanish culture**- Examples: Spain, Mexico and South America
3. **Middle Eastern** - Examples: Jordan; Saudi Arabia; Yemen; Iran; Qatar; Oman; United Arab Emirates; Syria; Israel; Palestine
4. **Indian culture** – Examples: India; Pakistan; Bangladesh; Afghanistan and area
5. **African culture** – Examples: South Africa, Zambia, Egypt, Ethiopia.

Each student will choose **TWO (2) of the Three** Areas to research: **Traffic Safety, Occupational Safety or Natural/Man-made Disasters**. All questions should be addressed fully. You may wish to add to the list of six questions (below).  
Example: Does a person's cultural background influence how they may view, perceive or manage safety?

**A. Traffic Safety:** What is the worst transportation/traffic problem facing this country?  
What measures are being taken to solve this problem?

1. How long has the country had automobiles? What is the history of the motor vehicle for this country?
2. What is the motor vehicle death rate for this country?
3. How do the people obtain a drivers license? Is it harder to get than in the United States?
4. Do they have specific laws concerning drinking and driving? Or insurance?
5. How does the United Nations or World Health Organization view traffic safety issues concerning this region?
6. How do they deal with other aspects of motor vehicle safety like children's traffic safety or pedestrian safety programs?

**B. Occupational Safety:** What is the worst problem in work place safety facing this country? What are the people doing to solve this problem?

1. Does the country have any organizations responsible for work safety or mine safety?
2. Describe the worst occupational or mining disaster this country has experienced in the last 100 years?
3. Did any changes take place as a result of this accident?
4. Do they have unions to protect the workers?
5. What are the top occupational illnesses for workers in this area of the world?
6. What does the ILO have to report about this area of the world?

**C. Natural / Man-made Disasters:** What is the worst problem facing this country? How is the country resolving the problems?

1. Does the country have a specific organization that deals with natural/man-made disasters?
2. Describe some of the worst disasters in this region over the last 100 years. What resulted from the experience?
3. What does the United Nations World Health Organization have to say about this area of the world? Specific threats to general health of the population?
4. What threats exist to the people from various disasters?
5. What is the death/injury toll from these disasters?
6. How does the population react toward (deal with) disasters?

### **Guidelines for Research Paper**

**Format:** The paper should be at least 2,500 words long, and paper should include:

- i. Cover sheet: Title and Student Name
- ii. Table of Contents
- iii. Executive summary
- iv. Body of the report: 2,500 words
- v. Conclusions
- vi. Bibliography

For full credit the Term Paper should address clearly and fully all the requirements outlined in the syllabus. Evaluation of the Research Papers will be based on the following:

- 40%: Degree to which the requirements (questions) are addressed
- 40%: Quality, originality and completeness of content
- 10%: Paper presentation and readability
- 10%: Writing format - see format requirements.

**Written page:** A page written with a word processor formatted with a 1.5 line spacing, 12 font type, and 1 inch margins. The use of a word processor is required.

**Reference:** The Chicago Manual of Style 14th ed. rev. (University of Chicago Press, 1993) <http://library.osu.edu/sites/guides/chicagogd.html>.

## Class Schedule

- Week 1:**        January 11: Introduction to the Course  
                      Self-introductions; Course expectations  
                      Review syllabus  
                      January 13: Chapter 1: What is Safety?  
                          Definitions  
                          Introduction to International safety programs: ILO SafeWork
- Week 2:**        January 18: Chapter 1: What is Safety?  
                          Safety Risk Assessment & Management Perspective  
                          Safety Data Resources: Injuries and Fatalities  
                          Injury Epidemiology Model
- January 20: Chapter 1: Injury Epidemiology Model (continued)  
                          **Research Paper 1: (Reports due; student discussion)**  
                          (The paper should be on a topic that has been covered to date)
- Week 3:**        January 25: Chapter 1:  
                          Haddon Matrix  
                          Four Factors of Safety
- January 27: Chapter 1 (Continued)  
                          Review: Haddon matrix & Four Factors of Safety  
                          History of Advances in Safety  
                          **QUIZ 1** (Covering all subject matter covered to date)
- Week 4:**        February 1: Chapter 2: Safety Analysis: A Statistical Approach  
                          Safety Statistics  
                          Data Collection  
                          Safety Data/Statistics Resources  
                          Risk Management Process (1)
- February 3: Chapter 2: Risk Management Process (2)  
                          **Research Paper 2: (Reports due; student discussion)**  
                          (Paper should be on risk management)

- Week 5:** February 8: Chapter 4: Home Safety  
Safety Information and Resources  
Child Safety
- February 10: Chapter 4: Home Safety  
Falls and Slips: A problem of age?  
Do-it-yourself; ladders  
Poisons at Home
- Week 6:** February 15: Consumer Product Safety  
U.S. and Global Perspective
- February 17: Consumer Product Safety (Continued)  
**Research Paper 3: (Reports due; student discussion)**  
(Paper on Home Safety OR Consumer Product Safety)  
**QUIZ 2** (Covering subject matter since the Quiz 1)
- Week 7:** February 22: Chapter 5: Fire Safety  
February 24: Chapter 5: Fire Safety (Continued)
- Week 8:** March 1: Personal Protection Equipment  
**March 3: Mid-term Examination** (Covering all subject matter covered to date)
- Week 9:** March 8: Chapter 7: Motor Vehicle, Pedestrian Safety in US and World
- March 10: Chapter 7: (Continued)  
**Research Paper 4: (Reports due; student discussion)**  
(Paper on Fire safety OR PPE)
- Week 10:** March 15: Chapter 7 Traffic Safety around the World
- March 17: Chapter 7 (Continued)
- March 22: *Spring Break*
- Week 11:** March 29: Chapter 8: Occupational Safety in US
- March 31: Chapter 8 (Continued)  
**Research Paper 5: (Reports due; student discussion)**  
(Paper on Occupational Safety in the U.S./World)

- Week 12:** April 5: Chapter 8: Occupational Safety-International Perspective  
Occupational Safety (OSH) Management Systems
- April 7: No class (TBA)
- Week 13:** April 12: Chapter 9: Natural & Man-made Disasters in the US
- April 14: Chapter 9: Disasters Around the World  
**Research Paper 6: (Reports due; student discussion)**  
(Paper on Natural and Man-made Disasters)
- Week 14:** April 19: Chapter 9 (Continued)  
April 21: Chapter 10: Recreational Safety
- Week 15:** April 26: Visualization Laboratory, Engineering Lab Building, 3<sup>rd</sup> Ave.
- April 28: Final Research Paper Due**
- May 5: FINAL EXAM (Room 235; 8:00 am to 10:00 am)**