



**PTAC 1308 121CL**  
**Safety, Health, Environment 1**  
**Summer 2021**  
**8:00 AM to 11:15 AM**  
**Mon. - Wed.**

**Instructor Information:** Jon Leacroy  
[Jleacroy@com.edu](mailto:Jleacroy@com.edu)  
409-933-8556

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA (Family Educational Rights and Privacy Acts) restrictions, faculty cannot share any information about performance in the class through other electronic means.

**Office hours and location:** Office Area - Rm. 1583  
Tues. 9a. - 12p.

**Required Textbook: Safety, Health, & Environment**  
**Prentice Hall**  
**Center for the Advancement of Process Technology**

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Course Description:**

This course covers the development of knowledge and skills to reinforce the attitudes and behaviors required for safe and environmentally sound work habits. Emphasis is placed on safety, health, and environmental issues in the performance of all job tasks and regulatory compliance issues. Students will list components of a typical plant safety and environmental program; describe the role of a process technician in relation to safety, health, and environment; and identify and describe safety, health, and environmental equipment uses. Prerequisite: TSI Math 342 or equivalent developmental course with a grade of "C" or better.

**Attendance Policy:** Each student is expected to attend all scheduled classes. If the student cannot attend class, please inform the instructor as early as possible. The student is responsible for any and all subject matter discussed during the absence. No variance will be given regarding the absence.

**Tardiness:** Please enter the classroom quietly. Sign the daily roster at break or at the end of class.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are only permitted to withdraw six times during their college career by State law. The last day to withdraw for this course is Aug. 2nd. 2021.

**Scholastic Dishonesty:** “Scholastic dishonesty” shall include, but not be limited to, cheating, plagiarism, and collusion. “Collusion” shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Per COM Policy FLB (Local) “Student Conduct: Student Rights and Responsibilities”.

**Student Concerns:** If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact the PTEC Program coordinator (Mr. Derrick Lewis / (409) 933- 8607 / [dlewis22@com.edu](mailto:dlewis22@com.edu)) or Department Chair (Dr. Carla Boone / (409) 933- 8616 / [CBoone@com.edu](mailto:CBoone@com.edu))

**Student Learner Outcomes:**

1. Will understand the requirements of safety, health & environment in a manufacturing facility,
2. Will be able to properly identify hazards in the manufacturing sector,
3. Will be knowledgeable concerning mitigating processes and methodology to remediate any recognized hazards,
4. Will be able to apply corrective actions to unsafe conditions and behavior,
5. Will be able to encourage safe conditions and behaviors.

	<b>Maps to Core Objective</b>	<b>Assessed via this Assignment</b>
1. SLO #1	Textbook, outside reading	Discussion by peers
2. SLO #2	Photos, Videos	Review by class
3. SLO #3	Scenarios, Investigations	Projects, Table top exercises
4. SLO #4	Scenarios, practice sessions	Projects, Table top Exercises
5. SLO #5	R4eview of OSHA Standards	Project, Table top Exercises

**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <[https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf). An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor’s professional judgment of the quality of the student’s work and performance is also not an admissible basis for a grade appeal. [https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf)

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college career. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). The Office of Services for Students with Disabilities is located in the Student Success Center.

**Counseling Statement:** Any student that is needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). Counseling services are available on campus in the student center for free and students can also email [counseling@com.edu](mailto:counseling@com.edu) to setup their appointment. Appointments are strongly encouraged; however some concerns may be addressed on a walk-in basis.

**Course requirements are detailed below:**

**Daily Evaluations:** Daily tests will be given over the scheduled subject matter listed in the course schedule. These tests have a value of 100 points with possible bonus points added. The tests will be given after didactic and laboratory sections of the class. No test will be given early, i.e. before class, during break, or before lab.

**Absences:** Students please notify the instructor as soon as possible when you are going to miss a class. No excuse is required. Each student will be responsible for any and all material covered in the missed class. Each student is expected to take a make-up exam over the missed material within 7 calendar days of the missed class. Basically be ready to take the test at the next class time. The make-up test will be given after the current day's activities are completed. If a test is not made-up by the next scheduled class, a ZERO (0) will be recorded for the missed test.

Tool box talk: A 5 minute explanation of a topic chosen by the student. The selection of topics is the chapter material, more specifically the listing of topics within a chapter. The point value is – 70% presentation 30% written

Project Process Safety Analysis: A Process Hazard Analysis of a topic selected by the student from list of topics provided by the instruction. Specific form and information will be given during class periods.

**Course Grade/Detailed Grading Formula:**

Exams:	5 @ 100 points each	500 points
Safety Presentation	1 @ 100 points	100 points

TOTAL Points (exclusive of bonus points)

Grading criteria:

1800 to 1620 = A

1619 to 1440 = B

1439 to 1260 = C

1259 to 1080 = D

1079 to 0000 = F

**Course outline:**

<b>Week#</b>	<b>Day/Date</b>	<b>Topic</b>	<b>Homework Due Dates</b>
1	6/7 6/9	Welcome, Chapters 1/ 2	Give out Safety Topic List
2	6/14 6/16	Chapters 3 / 4 5/6	Assign safety Topic
3	6/21 6/23	Exam 1 7/8	
4	6/28 6/30	9/10 11/12	
5	7/7	Exam 2	Present 1/2 of the Safety Presentations
6	7/12 7/14	15/16 17/18	
7	7/19 7/21	Exam 3 19/20	
8	7/26 7/28	13/14/21 Exam 4	
9	8/2 8/4	22/23/24	
10	8/9 8/11	Exam 5	Present 1/2 of the Safety Presentations

Schedule is subject to change at the discretion of the instructor.

**Student concerns:**

If you have any questions or concerns about any aspect of this course, please contact me using the contact info previously provided. After discussing your concerns with me and you still have questions please contact Kelley Waters at [kwaters@com.edu](mailto:kwaters@com.edu) (409)933-8618.

**Early Warning Program:**

The Counseling Center at College of the Mainland has implemented an Early Warning Program. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Warning Program you will be contacted by someone in the Counseling Department. As student success and retention is very important to us, someone from the Counseling Department will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals. The Speaking, Reading and Writing Center provides free tutoring services to students, staff and faculty seeking assistance for writing, reading and oral presentations for academic and non-academic assignments/projects. Located in the Technical Vocational Building, Room 1306, the center provides face-to-face and online tutoring sessions in a welcoming environment. Appointments can be made in person, or on the center scheduler at [com.mywconline.com](http://com.mywconline.com), or by clicking the SRWC icon on the COM website.

**COVID-19 Statement:**

**All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland's Coronavirus Information site at [www.com.edu/coronavirus](http://www.com.edu/coronavirus). In compliance with Governor Abbott's May 18 Executive Order, face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit [com.edu/coronavirus](http://com.edu/coronavirus) for future updates.**

