



**OSHT 1301-001I3**  
**Introduction to Safety and Health**  
**Fall 2024**  
**Internet Course**

**Instructor Information:** Dr. George Njoku  
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**Student hours and location:**

Virtual Office Hours: Mondays 10:00 AM – 12:00 PM

**Other times by appointment only**

**Required Textbook:**

*Occupational Safety and Health for Technologist, Engineers and Managers, 9<sup>th</sup> edition*  
Author: David L. Goetsch  
Publisher: Prentice Hall  
ISBN-10: 0-13-700916-X ISBN-13: 978-0-13700916-9

**Course Description:** : An introduction to the basic concepts of safety and health in the workplace.

Upon successful completion of this course, students will:

1. Identify appropriate procedures to minimize or prevent injuries and illness in the workplace.
2. Incorporate job safety analysis (JSA) and appropriate training.
3. Name elements of an effective safety culture.

**Course requirements:**

**Examinations:** There will be one final examination over the material covered. The final exam will be open-book. Exam must be taken at the designated time unless prior arrangements have

been made with the professor. Students who have an unexcused absence will not be allowed to make up an exam and receive the grade of “0” (zero).

**Homework:** There will be two (2) homework assignments. Each homework assignment has a maximum of 50-points each. The homework will address core objective critical thinking. Failure to turn in a required homework at the prescribed time will result in zero “0” points awarded for the assignment

**Quizzes:** There will be twelve quizzes, which will be over the materials covered in the previous weeks. The quizzes will be open book. Failure to turn in a required quiz at the prescribed time will result in zero “0” points awarded for the quiz unless prior arrangement is made with your instructor.

**Weekly Reflection Journal:** There will be fourteen weekly reflection journal submissions, which will be over the materials covered in the previous weeks. The reflection journal is where you state and identify what new things in your own words and idea you learned for the model. Failure to turn in the journal at the required or prescribed time will result in zero “0” points awarded for the weekly journal unless prior arrangement is made with your instructor. The reflection journal must be turned in by 11:59 pm on Sundays. For example, the reflection journal for week one (1) must be submitted on or before 11:59 pm on Sunday August 25, 2024.

### Determination of Course Grade/Detailed Grading Formula

#### Grading Scale:

90 – 100% = A  
80 – 89% = B  
70 – 79% = C  
60 – 69% = D  
Below 60% = F

#### Grading Distribution:

|   |                   |
|---|-------------------|
| 1. Final Examination                                  | 100 points        |
| 2. Homework’s (2 Homework’s @ 50-points each)         | 100 points        |
| 4. Quizzes 14 (14 quizzes @ 20 points each)           | 280 points        |
| 5. Class Participation (14 @ 5 points each)           | 70 points         |
| 6. Weekly Reflection Journal 14 (14 @ 10 points each) | 140 points        |
|   | -----             |
| <b>TOTAL</b>  | <b>690 points</b> |

**Late Work, Make-Up, and Extra Credit Policy:** There is no make-up opportunity for this course. Tests and quizzes must be taken at the time and date noted unless prior

**arrangements are made with the instructor. Late work will not be accepted unless prior arrangements are made with the instructor. Final examination must be taken at the designated time.**

**Attendance Policy:** Students at the College of the Mainland are expected to punctually attend every session of all classes for which they are registered. You will be required to sign in at each class. If you are absent, you will still be held responsible for the materials that were covered in the class. You will be dropped from this class if you are absent from class four (4) times. If you must be absent, please contact the instructor.

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via Blackboard or other LMS).

| <b>Student Learner Outcome</b> | <b>Maps to Core Objective</b>   | <b>Assessed via this Assignment</b> |
|--------------------------------|---------------------------------|-------------------------------------|
| SLO #1                         | Social Responsibility           | Homework                            |
| SLO #2                         | Critical Thinking               | Homework & Quizzes                  |
| SLO #3                         | Empirical & Quantitative Skills | Final Exam                          |
| SLO #4                         | Social Responsibility           | Discussion                          |

**Academic Dishonesty:** Any incident of academic policy will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a **grade of zero** on that exam and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

**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, if you continue to have questions or concerns please contact Derrick Lewis, Department Chair at 409-933-8607 or email [dlewis22@com.edu](mailto:dlewis22@com.edu).

## **Institutional Policies and Guidelines**

**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://www.com.edu/student-services/docs/Student\\_Handbook\\_2024-2025\\_v2.pdf](https://www.com.edu/student-services/docs/Student_Handbook_2024-2025_v2.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.*

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. 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:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: [AccessibilityServices@com.edu](mailto:AccessibilityServices@com.edu)

Location: COM Doyle Family Administration Building, Student Success Center

**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.

**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 permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1<sup>st</sup> 8-week session is October 2. The last date to withdraw from the 16-week session is November 15. The last date to withdraw for the 2<sup>nd</sup> 8-week session is November 26.

**FN Grading:** The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. 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 Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Resources to Help with Stress:**

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

**Nondiscrimination Statement:**

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.

**16 Week Course Calendar for OSHT 1301- 001IN Fall 2024 Internet Class**

| <b>Week#</b> | <b>Day/Date</b> | <b>Topic</b>  | <b>Reading Assignments, Quizzes, &amp; Homework Due Dates</b>  |
|--------------|-----------------|---|--|
| 1            |                 | Welcome & Introductions. <b>Model 1:</b><br>Chapters 1 & 4          | Read Week One Presentation   |
| 2            |                 | <b>Model 2:</b> Chapters 2,3 & 5                                    | Read Week 2 Presentation.<br><b>Quiz 1 and Reflection Journal 1</b><br><b>Due 8/25/24 at 11:59 PM</b>            |
| 3            |                 | <b>Model 3: Chapters 6 &amp; 7</b>                                  | Read Week 3 Presentation<br><b>Quiz 2 and Reflection Journal 2</b><br><b>Due 9/1/24 at 11:59 PM</b>              |
| 4            |                 | <b>Model 4:</b> Chapters 8 & 9.                                     | Read Week 4 Presentation<br><b>Quiz 3 and Reflection Journal 3</b><br><b>Due 9/8/24 at 11:59 PM</b>              |
| 5            |                 | <b>Model 5:</b> Chapters 10 &11 <b>Homework 1 Assigned</b>          | Read Week 5 Presentation<br><b>Quiz 4 and Reflection Journal 4</b><br><b>Due 9/15/24 at 11:59 PM</b>             |
| 6            |                 | <b>Model 6:</b> Chapters 12 & 13                                    | Read Week 6 Presentation<br><b>Quiz 5 and Reflection Journal 5</b><br><b>Due 9/22/24 at 11:59 PM</b>             |
| 7            |                 | <b>Model 7:</b> Chapters 14 & 15.<br><b>Project Report Assigned</b> | Read Week 7 Presentation<br><b>Quiz 6 and Reflection Journal 6</b><br><b>Due 9/29/24 at 11:59 PM</b>             |
| 8            |                 | <b>Model 8:</b> Chapters 16 & 17. <b>Homework 1 Due</b>             | Read Week 8 Presentation<br><b>Homework 1, Quiz 7 and Reflection Journal 7</b><br><b>Due 10/6/24 at 11:59 PM</b> |
| 9            |                 | <b>Model 9:</b> Chapters 18 & 19                                    | Read Week 9 Presentation.<br><b>Quiz 8 and Reflection Journal 8</b><br><b>Due 10/13/24 at 11:59 PM</b>           |
| 10           |                 | <b>Model 10:</b> Chapters 20 & 21.                                  | Read Week 10 Presentation.<br><b>Quiz 9 and Reflection Journal 9</b><br><b>Due 10/20/24 at 11:59 PM</b>          |
| 11           |                 | <b>Model 11:</b> Chapters 22 & 23. <b>Homework 2 Assigned</b>       | Read Week 11 Presentation.<br><b>Quiz 10 and Reflection Journal 10</b><br><b>Due 10/27/24 at 11:59 PM</b>        |
| 12           |                 | <b>Model 12:</b> Chapters 24 & 25.                                  | <b>Quiz 11 and Reflection Journal 11</b><br><b>Due 11/3/24</b>   |
| 13           |                 | <b>Model 13:</b> Chapters 26 & 27                                   | <b>PM. Quiz 12 and Reflection Journal 12</b><br><b>Due 11/10/24 at 11:59 PM</b>                                  |
| 14           |                 | <b>Model 14:</b> Chapters 29 & 29                                   | <b>Homework 2, Quiz 13 and Reflection Journal 13</b><br><b>Due 11/17/24 at 11:59</b>                             |
| 15           |                 | <b>Model 15:</b> Chapters 30 & 31. Final Exam Review                | <b>Quiz 14 and Reflection Journal 14</b><br><b>Due 11/24/2024.Course Evaluation</b>                              |
| 16           |                 | <b>Final Exam</b>   | <b>Final Exam Due December 1, 2024, at 11:59 pm</b>  |

**\*Schedule is subject to change at the discretion of the instructor(s).**