



FIRT 2111-001IN-S12022

**Incident Safety Officer
Summer, 2022**

Internet (6/6/22- 8/12/22)

Instructor Information

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Director Information

Name: Danny McLerran

Email: dmclerran@com.edu

Phone: 409-933-8378

Office Hours: Monday–Friday, 9:00 AM to 3:00 PM

Location: PSC 110

Officer Hours: Monday–Thursday, 0900-1500 by Appointment, PSC 110

Virtual: By Appointment on Collaborate

Course Communications

Email: 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. The instructor will respond to messages within 24-48 hours, with the exception of weekends.

Announcements: Upon opening the course, Blackboard will default to the Announcements page. This page will include announcements regarding any changes to the schedule, reminders of skills labs, major exams, TCFP course activities, and any other pertinent information regarding the course. It is extremely important that students review announcements every time they enter the course.

Blackboard Help: Should students have a difficulty with the Blackboard system, they must utilize the Help with Blackboard link on the Course Menu to obtain assistance, <http://com.parature.com/ics/support/default.asp?deptID=16028>.

Required Textbook: *Fire Department Incident Safety Officer, 3rd Edition (2007), Delmar, Cengage Learning, David W. Dodson*

ISBN-13: 978-1-284-04195-8

The textbook is available at the Campus Bookstore,
<http://www.combookstore.com/home.aspx>.

Or through FDSOA web site,

<https://www.fdsoa.org/wp-content/uploads/2014/11/Dodson-Book-Order-Form-PDF.pdf>

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: The course satisfies the Texas Commission on Fire Protection curriculum requirements for Incident Safety Officer. Students successfully completing the course will be eligible for the TCFP certification examination for ISO if they satisfy TCFP testing requirements. Topics cover the curriculum in the TCFP Curriculum Manual for ISO, which include the duties and responsibilities of the ISO in emergency and non-emergency situations.

Course requirements (including description of any special projects or assignments): The Course Content folder contains folders for each chapter in the textbook. Each chapter folder contains an Introduction, Power Point Presentations (PDF & MS Power Point), Review Questions, and aTest. Some Chapters also include a skills scenario. Major Exams may require students to download "Lockdown Browser". Any Major Exams taken using the "Lockdown Browser" will require the computer being used to have a camera. Per TCFP rule, the Final Exam must be proctored. However, due to Social Distancing Rules, The TCFP has allowed us to administer the final exam using the Lockdown Browser. The way the final exam is administered is subject to change based on TCFP and College of the Mainland Policies.

Students may complete course materials as quickly as they are able, i.e. students are not restricted from proceeding from one chapter to the next. However, specific due dates are assigned to Skills, Chapter Review Questions and Tests. These materials will generally be due on Sundays @ 11:59pm.

Introductions: Each Chapter includes an introduction with an overview of the chapter, chapter objectives, and key terms.

Presentations: Each chapter contains presentations in PDF and MS Power Point format. In order to view MS Power Point presentations, students must have MS Office or the Power Point viewer. MS Power Point viewer is a free download from Microsoft at:
<http://www.microsoft.com/download/en/details.aspx?displaylang=en&id=6>.

Note: Presentations may contain instructor lecture notes.

Skill Assignments: Select chapters will have skill assignments. Skill assignments need to be completed and uploaded through blackboard by the respective due dates. An average of grades for skill assignments will account for 35% of the Course Grade. Skill assignments are mandatory and must be completed per TCFP Rules and Regulations.

Chapter Tests: Each chapter includes a test consisting of multiple-choice and true/false questions. Students will be allowed two attempts for each test. An average of grades for tests will account for 35% of the course grade.

Major Exams: There will be two Major Exams and one Final Exam given. Major Exam #1 will cover Chapters 1-6. Major Exam #2 will cover chapter 6-12. Each exam will consist of multiple-choice and true/false questions. An average of grades for Major Exams will account for 30% of the course grade.

Final Exam: The Final Exam is a comprehensive exam covering all material in the text including chapters 13-17, consisting of multiple-choice and true/false questions. It must be taken in person in the Testing Center on **8/8/21 or 8/9/21**. The Final Exam will be weighted the same as a Major Exam.

Respondus Lockdown Browser: The Final Exam is required to be proctored per TCFP rules. If necessary, students may be required to download the Respondus Lockdown Browser to take The Final Exam and will require students to have a computer with a camera. Instructions and Rules regarding how to use Respondus Lockdown will be posted in ISO course. The use of Respondus will be determined at a later date and is the discretion of the class or Instructor or Director of Fire Technology.

Test Time Policy: All Chapter Tests are timed tests based on the number of questions, approximately a minute for each question. However, the Blackboard system will allow students to continue to answer questions after the allotted time. ***The Final Exam will be timed and must be submitted by the deadline per TCFP rules and Regulations.***

Note: The TCFP requires the Final Exam and State written certification exam to be taken in person and proctored by a skills examiner or Testing Center Personnel. **The dates for the Final Exam is TBD but tentatively scheduled for 8/8/22 or 8/9/22.** Students will need to contact the Testing Center to schedule their date and time. As noted earlier, the final exam may need to be completed via the Respondus Lockdown Browser. Information will be posted in the course Announcements about the final exam as I receive it. **TCFP State written exam can be scheduled starting on 8/13/21 after successful completion of the State Skills Test** and must be taken within two years of the end of class. Students may schedule an online test through the testing center. Students choosing not to take their test online will have the option to take the written exam in the traditional format on 8/14/20 @ 09:00. **The TCFP Certification Skills Exam will be taken on 8/10/20 and 8/12/20** in the PSC building Room 120. This too is tentative and is subject to change.

Grading Criteria:

Chapter Test	35%
Skills Assessment	35%
Major Exams	30%

Grading Scale:

90-100	A
80-89	B
75-79	C
70-74	D
0-69	F

Make-Up Policy: Students may submit assignments and tests after the due date. **However, the maximum grade that may be received for a late assignment/ test is 75%.**

Course outline

Week	Topics	Assignments	Due Date
W1 6/6/22	Orientation 6/7/22 @ 18:00 via Collaborate Chapter 1, The Safety Officer Role Chapter 2, Safety Concepts	Review Questions Chapter Tests	6/12/22
W2 6/13/22	Chapter 3, Guiding Regulations and Standards Chapter 4, Designing an Incident Safety Officer System	Review Questions Chapter Tests	6/19/22
W3 6/20/20	Chapter 5, Reading Buildings Chapter 6, Reading Smoke Chapter 7, Reading Risk	Review Questions Chapter Tests	6/26/22
W4 6/27/22	Chapter 8, Reading Hazardous Energy Chapter 9, Reading Firefighters Major Exam #1 Chapter 1-6 due by 6/30/22 @ 23:59	Review Questions Chapter Tests	7/3/22
W5 7/4/22	Chapter 10, Triggers, Traps, and Working with ICS Chapter 11, A Systematic Approach to the ISO Role	Review Questions Chapter Tests	7/10/22
W6 7/11/22	Chapter 12, The ISO at Structure Fires Skill 5-1, Perform the Role of ISO at a Structure Fire Incident Due 7/18/20 Major Exam #2 Chapter 7-12 due by 7/21/22 @ 23:59	Review Questions Chapter Tests Skill 5-1	7/17/22
W7 7/18/22	Chapter 13, The ISO at Wildland and I-Zone Fires Skill 5-2, Perform the Role of ISO at a Wildland Fire Incident Chapter 14, The ISO at HazMat Incidents Skill 5-5, Prepare a Safety Plan for a Hazardous Materials Incident	Review Questions Chapter Tests Skill 5-2 Skill 5-5	7/24/22

W8 7/25/22	Chapter 15, The ISO at Technical Rescue Incidents Skill 5-4, Prepare a Safety Plan for a Technical Rescue Incident Chapter 16, Post Incident Responsibilities and Mishap Investigations Skill 5-3, 3 Perform the Role of ISO at a Motor Vehicle Incident Skill 5-7, Prepare a Post-Incident Analysis	Review Questions Chapter Tests Skill 5-4 Skill 5-3 Skill 5-7	7/31/22
W9 8/1/22	Chapter 17, The ISO at Training Drills and Special Events Skill 5-6, Conduct a Health and Safety Investigation	Review Questions Chapter Tests Skill 5-6	8/7/22
W10 8/8/22	Final Exam, TBD ISO Skill Test, 18:00 ISO Skill Test, 08:00 TCFP ISO Certification Exam Online at COM Testing Center. Student has 2 years to schedule.	Final Exam Skill Testing or Skill Testing State Written Test	8/9/22 or 8/10/22 8/10/22 or 8/12/22 Any time after passing of state skills test

TCFP Course Requirements: In order to be eligible to take the TCFP’s certification examinations for Incident Safety Officer, students must receive a Course Completion prior to each examination. In order to receive a Course Completion, students must meet the following requirements:

1. Pass all Chapter Tests and Review questions with a grade of 70% or better.
2. Pass the Course Final Examination with a grade of 70% or better.
3. Successfully complete all skill assignments.

Certification Examination Testing Requirements: The TCFP has specific requirements for eligibility to test for Incident Safety Officer Certification. A link to these rules has been provided on the Course Menu. **Students are advised to review these rules to ensure eligibility for testing. Failure**

to do so may prohibit students from taking the tests. Contact the Instructor for questions or clarification regarding these rules. At a minimum, students must have:

***Fire Officer 1**

***Fire Instructor 1**

Application for Testing: Students must file an Application for Testing for Incident Safety Officer to the TCFP in order to take the examination for certification through their TCFP FIDO account if taking the exam online.

Certification Examination: The TCFP's Certification Examinations will be proctored at COM's Testing Center personnel. **If taking the exam at COM online, the date and times for examination can be scheduled by the student beginning on 8/13/22 and after successful completion of the State Skills Test.** COM charges a \$30 testing fee that is **waved for COM students.** A link will be posted in Blackboard at the start of when you may begin signing up to take the exam at the testing center.

TCFP Certification Requirements: Certification requirements for Incident Safety Officer are located in the TCFP's Standards Manual. Links are provided to these rules on the Course Menu. **Students are advised to review these rules to ensure eligibility for certification. Failure to do so may prohibit students from obtaining certification.**

Once students have verified with the Commission that they have passed the Certification Examinations, they must file an Application for Certification to the TCFP for Incident Safety Officer. There is an additional fee of \$85.00 for certification.

Attendance Policy: Students are required to login to the course at least weekly. Students failing to login to the course and progressively complete assignments may, after notification, be dropped from the course.

Tardiness Policy: Not Applicable

Withdrawal Policy: If you choose to withdraw from this course the deadline date is **August 1st, 2022.** *FYI- the Withdrawal Date can be located in the [Academic Calendar](#).* Please be aware of the [Six Course Drop Limit](#).

Note: Six-Course Drop Limit (TEC 51.907) A new law provides that undergraduate students enrolling as first-time freshmen at a public institution of higher education in Texas in Fall 2007 or thereafter will be

limited to a total of six (6) dropped courses during their entire undergraduate career. After you have the equivalent of six grades of W from College of the Mainland and/or other affected institutions in total, you must receive grades of A, B, C, D or F if you drop additional courses. See the Student Handbook for additional details.

****It is the responsibility of the student to withdraw from the course officially by contacting Admissions and completing the necessary paperwork.****

Success Tips for Students: Knowing how to use Microsoft Word and PDF fillable forms is beneficial. The following link is A useful tool:
<https://www.youtube.com/watch?v=S-nHYzK-BVg>

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact 409-933-8520. The Office of Services for Students with Disabilities is located in the Student Success Center.

<http://www.com.edu/student-services/counseling.php>

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention is 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.

Classroom Conduct Policy: College of the Mainland requires that students enrolled at COM be familiar with the Standards of Student Conduct, which can be found in the on-line Student Handbook. <http://www.com.edu/student-services/student-handbook.php>. Students are expected to be familiar with and abide by the Student Code of Conduct. Any violations of the Code of Conduct will result in a referral to the Dean of Students and may result in dismissal from this class.

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.

Plagiarism:

Plagiarism is using someone else's words or ideas and claiming them as your own. Plagiarism is a very serious offense. Plagiarism includes paraphrasing someone else's words without giving proper citation, copying directly from a website and pasting it into your paper, using someone else's words without quotation marks. Any assignment containing any plagiarized material will receive a **grade of zero** and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

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.

Link(s) to resource(s) about ways to avoid plagiarism:

<http://en.writecheck.com/ways-to-avoid-plagiarism/>

Concerns/Questions Statement: 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 your Instructor, you continue to have questions, please contact Danny McLerran, Director of Fire Technology, at 409-933-8378

Student Learning Outcomes: Upon successful completion of this course, students shall demonstrate competencies set forth in the Texas Commission on Fire Protection (TCFP) curriculum for Incident Safety Officer.

Incident Safety Officer Competencies: Upon successful completion of this course, students shall have and maintain the knowledge, skills, and abilities to manage incident scene safety in the following areas as defined in Chapter 6 of NFPA 1521:

1. Identifying Safety and health hazards involved in emergency and non-emergency operations
2. Identifying different types of building construction

3. Understanding fire science and behavior relative to predicting hostile fire events
4. Establishing a fire department's personnel accountability system
5. Establishing incident scene rehabilitation strategies

General Education Core Objectives: Students successfully completing this course will demonstrate competency in the following Core Objectives:

1. Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. Social Responsibility: to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
6. Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making

Student Learner Outcomes	Maps to Core Objective	Assessed by this/these Activities
Identify Safety and Health Hazards	Critical Thinking Personal Responsibilities	Chapter review questions, review test, and skills test.
Identifying different types of building construction	Critical Thinking, Social Responsibility, Empirical and Quantitative Skills	Chapter review questions, review test, and skills test.
Understanding Fire Science and Behavior	Critical Thinking Personal Responsibilities	Chapter review questions, review test, and skills test.
Establishing an Accountability System	Communication Skills Teamwork, Social Responsibility	Chapter review questions, review test, and skills test.
Develop Sight Safety Plans and Incident Action Plans for Emergency Incidents	Communication Skills Teamwork Critical Thinking	Chapter review questions, review test, and skills test.