

EMDS 503
Advanced Disaster Planning, Management, and Preparedness
Spring 2022 Syllabus

INSTRUCTOR INFORMATION

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Office Hours: By appointment
Lecture Format: Web-based (Online)

COURSE DESCRIPTION

Focuses on the application of key concepts of emergency management disaster science in plan development, training and emergency exercise practices.

DISABILITY STATEMENT

In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center (SARC) located in Downing Student Union, 1074. SARC can be reached by phone number at 270-745-5004 [270-745-3030 TTY] or via email at sarc.connect@wku.edu. Please do not request accommodations directly from the professor or instructor without a Faculty Notification Letter (FNL) from The Student Accessibility Resource Center.

CLASS ATTENDANCE AND PARTICIPATION

This is a web-based online course. Students are free to manage their schedules within and around the due dates of the various assignments. Participation in class discussion board assignments is required and students must participate on a regular basis throughout the course. **Participation is a student responsibility and will be considered in determining the final grade.**

Per academic policy, students are expected to complete their own work and any written submissions should be original work. Plagiarism and/or cheating will result in referral to the Office of Student Conduct. For more information, visit the [Academic Dishonesty Policy Link](https://www.wku.edu/studentconduct/process-for-academic-dishonesty.php) (<https://www.wku.edu/studentconduct/process-for-academic-dishonesty.php>).

COURSE MATERIAL

A textbook is not required for this course. This course will draw heavily from online instruction provided through the Federal Emergency Management Agency (FEMA) as well as from pre-recorded slide lectures. Additional resources will be posted within Blackboard. All assignments, quizzes and projects will be based on material explicitly provided in support of this course.

GRADING PROCEDURE

The instructor may modify the syllabus to accommodate appropriate coverage of topics. This course will utilize Blackboard to enhance learning opportunities. You should regularly access the course site to view announcements, course instructions, submit assignments, review lecture notes, etc.

Examinations:

Examinations will be given according to the class outline. Test questions will be taken from discussion assignments, FEMA course material, slide lectures, and reading resources. All exams will be completed using the testing capabilities of the Blackboard learning management system. Students must take the exam at the scheduled date/time. Exams will be timed and scored immediately upon completion. The final exam must be taken on the date stipulated in the WKU Final Exam calendar or as directed by the instructor.

Discussions:

The minimum participation is 3 times for each discussion forum. Each discussion assignment will be posted in the Discussion section of Blackboard. Up to 25 points may be earned at each discussion assignment, for a total of 50 points for Discussion participation throughout the course.

For each Discussion, grading will be based on the following requirements:

A (23-25 points): Three or more substantial postings in each graded forum. The postings provide insightful comments and stimulate active discussion threads. Posts provide good responses to questions posed, read the comments of others and interact with them.

B (20-22 points): Meets the minimum participation requirements. Postings initiate few interesting threads and are not interacting with others.

C (17-19 points): Two substantial posts of interactions in each forum per week.

D (14-16 points): Fewer than 2 postings and non-interacting.

F (0 points): No participation or interaction.

Research Assignment:

During this course, you will complete a research assignment. This assignment will demonstrate your familiarity in the topics covered during the course and your ability to apply what you have learned. Beginning with the second week of class, an assignment will be due each week that will build your research report. As the term progresses, you will incorporate feedback from each section and synthesize your work into a single, cohesive report. A scoring rubric will be provided for each assignment. Point values for each assignment are as follows:

Week 2 – Part 1 Assignment:	50 points
Week 3 – Part 2 Assignment:	50 points
Week 4 – Part 3 Assignment:	50 points
<u>Final Research Report:</u>	<u>100 points</u>
Total Points for Research:	250 points

COURSE GRADE

Examinations (1@100 pts.)	100 pts.
FEMA online courses (5@50 pts. each)	250 pts.
Discussions (2@25pts. each)	50 pts.
Research Project	250 pts.
Total possible points	650 pts.

- A = 585 – 650 points
- B = 520 – 584 points
- C = 455 – 519 points
- D = 390 – 454 points
- F = Less than 390 points

You will accumulate points for each assignment and test as outlined above. I will report grades earned according to the point system outline above. Passing grades are A through C.

COURSE SCHEDULE

Week 1: Development of Emergency Management Program

- Completion of Slide Lecture
- Completion of [IS-230.d Fundamentals of Emergency Management](https://training.fema.gov/is/courseoverview.aspx?code=IS-230.d) (<https://training.fema.gov/is/courseoverview.aspx?code=IS-230.d>) and upload certificate to the assignment area as noted.
- Answer posted questions and participate in group discussions in discussion board section.

Week 2: Emergency Plans, Planning Process, and Plan Validation

- Completion of Slide Lecture
- Review FEMA Document CPG 101
- Completion of [IS-235.c Emergency Planning](https://training.fema.gov/is/courseoverview.aspx?code=IS-235.c) (<https://training.fema.gov/is/courseoverview.aspx?code=IS-235.c>) and upload certificate.
- Research Assignment Part 1

Week 3: Training, Planning, Design, and Validation

- Completion of Slide Lecture
- Answer posted questions and participate in group discussions in discussion board section.
- Research Assignment Part 2
- In preparation for Week 4 Complete [IS-120.c An Introduction to Exercises](https://training.fema.gov/is/courseoverview.aspx?code=IS-120.c) (<https://training.fema.gov/is/courseoverview.aspx?code=IS-120.c>) and upload certificate.

Week 4: Exercise Design and Execution

- Completion of Slide Lecture
- Completion of [IS-139.A Exercise Design and Development](https://training.fema.gov/is/courseoverview.aspx?code=IS-139.a) (<https://training.fema.gov/is/courseoverview.aspx?code=IS-139.a>) and upload certificate.
- Research Assignment Part 3

Week 5: Mitigation and Recovery

- Completion of Slide Lecture
- Completion of [IS-393.B Introduction to Hazard Mitigation](https://training.fema.gov/is/courseoverview.aspx?code=IS-393.b) (<https://training.fema.gov/is/courseoverview.aspx?code=IS-393.b>) and upload certificate.
- Final Report Due for Research Project
- Completion of Final Exam

ADDITIONAL RESOURCES (NOT REQUIRED)

- Completion of [IS-1300 Introduction to Continuity of Operations](https://training.fema.gov/is/courseoverview.aspx?code=IS-1300) (<https://training.fema.gov/is/courseoverview.aspx?code=IS-1300>) and upload certificate.
- Completion of [IS-318 Mitigation Planning for Local and Tribal Communities](https://training.fema.gov/is/courseoverview.aspx?code=IS-318) (<https://training.fema.gov/is/courseoverview.aspx?code=IS-318>) and upload certificate.