

EMDS 400
Emergency Management Policy and Practices
Winter 2023 Syllabus

- I. Instructor:** Anita A. Adams
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Office Hours: By appointment
Lecture Format: Web-based (Online)
- II. Course Description:** Provides an in-depth look at disaster response and emergency management practices both within the U.S. and globally. The student will develop a thorough working knowledge of The Incident Command System, including application for small to large incidents, integration of command across local, state, federal and international response agencies.
- III. ADA Accommodation:** 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 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.
- IV. 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. **Class participation is a student responsibility and will be considered in determining the final grade.**
- V.** The U.S. Department of Education requires that distance education courses must include regular and substantive interaction between students and faculty. For more information about Regular and Substantive Interaction at WKU, please visit the [Regular and Substantive Interaction in Online and Distance Learning webpage](#). In this course, regular and substantive interaction will take place in the following ways:
- Faculty participation in weekly discussion boards,
 - Weekly announcements, and
 - Timely and detailed feedback on assignments provided within one week of submission.
- VI. Covid Statement:** All students are strongly encouraged to get the COVID-19 vaccine. In accordance with WKU policy, all students must call the WKU COVID-19 Assistance Line at 270-745-2019 within 4 hours of testing positive for COVID-19 or being identified as a close contact to someone who has tested positive. The COVID Assistance Line is available to answer questions regarding any COVID-19 related issue. This guidance is subject to change based on requirements set forth by federal, state, and local public health entities. Please refer to the Healthy on the Hill website for the most current information. www.wku.edu/healthyonthehill
- VII. Discrimination & Harassment:** Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Sex and Gender-Based Discrimination, Harassment, and Retaliation (#0.070) and Discrimination and Harassment Policy (#0.2040). Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Executive Director, Office of Institutional Equity/Title IX Coordinator,

Ena Demir, 270-745-6867 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121. Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are “Responsible Employees” of the University and MUST report what you share to WKU’s Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU’s Counseling and Testing Center at 270-745-3159.

VIII. 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, lecture notes and course material discussed. 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 on 3 separate days a week for each forum. Each discussion assignment will be posted in the Discussion section of Blackboard. Grading will be based on the following requirements:

A (40-50 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 (30-39 points) = Meets the minimum participation requirements. Postings initiate few interesting threads and are not interacting with others.

C (20-29 points) = Two substantial posts followed by one general response in each forum per week.

D (10-19 points) = Fewer than 2 postings or one day of participation and non-interacting.

Course Grading Criteria:

Examination	100 pts.	A = 360 - 400 Points
FEMA online courses (4@50 pts. each)	200 pts.	B = 320 - 359 Points
Homework Assignment	50 pts	C = 280 - 319 Points
Discussions (2@25 pts. each)	50 pts.	D = 240 - 279 Points
		F = Below 240 Points
Total possible points	400 pts.	

Course Schedule:

Week 1: Introduction to EMDS Program, EMDS 400 and Incident Command System (ICS)

- Completion of Slide Lecture 1 - Introduction to Incident Command/Incident Management – Evolution of ICS
- Answer posted questions and participate in group discussion board.
- Student Secures EMI Student Identification Number: <https://cdp.dhs.gov/femasid/register>
- Completion of IS-100 EMI Online <https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c> and upload certificate to the assignment area.

****Independent Study EMI online courses may be completed before winter term begins. If you have completed any of the required online FEMA courses within the last 3 years, you may upload the certificate to the appropriate assignment area.**

Week 2: Practical Application of ICS for Events and Simple Incidents; and Proper Application of Incident Command Post (ICP), Emergency Operations Center (EOC) and Policy Group (PG).

- Completion of Slide Lecture 2 - Application of Incident Command System (ICS)
- Completion of Slide Lecture 3 - Primary Incident Command Structures
- Completion of IS-200 EMI Online <https://training.fema.gov/is/courseoverview.aspx?code=IS-200.c> and upload certificate to the assignment area.
- Completion of IS-700 EMI Online – <https://training.fema.gov/is/courseoverview.aspx?code=IS-700.b> and upload certificate to the assignment area.

Week 3: Dynamic transition of ICS in Rapidly Expanding Incidents

- Completion of Slide Lecture 4 - Incident Event Assessment / Establishing Incident Objectives
- Completion of Slide Lecture 5 - Unified Command
- Completion of IS-800 EMI Online – <https://training.fema.gov/is/courseoverview.aspx?code=IS-800.c> and upload certificate to the assignment area.
- Homework Assignment

Week 4: Application of Command and General Staff Functions for Large Scale Incidents, and Management of Large Scale Incidents.

- Completion of Slide Lecture 6 - Large Scale Event Incident
- Completion of Slide Lecture 7 - Area Command
- Completion of Slide Lecture 8 - Multi-Agency Coordination
- Answer posted questions and participate in group discussion board.

Week 5: Interaction of Local, State and Federal Incident Management; and Five Phases of Emergency Management

- Completion of Slide Lecture 9 - ICS Key Points Review
- Completion of Slide Lecture 10 - Interaction of Local, State and Federal Incident Management
- Completion of Slide Lecture 11 - Emergency Support Functions
- Completion of Slide Lecture 12 - Five Phases of EM
- Completion of Final Exam