

CRIJ 4335 – Emergency Planning and Risk Management

University of Texas at Tyler

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Course Description: This course explores the effect of man-made emergencies and natural disasters on the communities in which we live. Students will have the opportunity to explore the roles and duties of emergency management professionals and first responders, including police, fire, EMTs and more. During this course, students will be exposed to emergency planning resources for natural events such as hurricanes, earthquakes and tornadoes, and for unexpected events such as terrorist activities, explosions and fires, and mass casualty events. In addition to reviewing the emergency response to prior events, students will have the opportunity to plan for real-world scenarios that have yet to occur. By the end of the semester, students will work in groups to create an emergency response plan to a fictional wide-scale event of the instructor's choosing.

Course Prerequisites: CRIJ 1301 Introduction to Criminal Justice

Learning Objectives: By the end of the semester, students should be able to:

1. Explain the means and methods behind emergency response plans that include multi-agency coordination efforts.
2. Understand how agencies must adapt their emergency response plans to a growing and evolving technological society
3. Identify the immediate needs and resources necessary to respond to small-scale events, wide-scale events, man-made disasters, and natural disasters.
4. Work as a team to create an emergency response plan to a fictional wide-scale event.

Course Materials: This semester there are a variety of readings that you will be assigned for this course. You will be largely using one required text, but there will be other readings posted online. Please check on Canvas for each unit to identify those.

Haddow, G., Bullock, J., & Coppola, D. (2016). *Introduction to Emergency Management*, 6th Edition. Amsterdam: The Netherlands: Elsevier. **Required.**

Course Policies

Class Conduct: Students are expected to conduct themselves in a courteous manner, both in their interactions with other students and with the professor. Furthermore, this class focuses on a variety of different issues that may spark discussion among students. Please be respectful of others opinions and experiences, and do not be aggressive or combative over the topics being discussed in the course. You are all adults and are expected to use Netiquette appropriately while working on online assignments. You are also expected to be respectful during your interactions with other students and the faculty member when in the classroom.

Course Grade

Your course grade for the semester is dependent on the work that you put into the class. You earn the grade you earn. Please see the following course assignments you are required to complete for the semester.

Beginning of the Semester Quizzes

To ensure you are prepared for the semester, you will have two activities to do in the first days of class. First, I am now requiring that students read this syllabus thoroughly and completely outside of class. You will then take an online quiz to test your comprehension of the material covered here. Think of this syllabus as a binding contract – if you violate its rules and regulations, you will be penalized. This assignment can be found with the other Week One work on Canvas and will be worth 20 points toward your final grade. Late submissions will not be accepted.

Each semester, I encounter multiple instances of plagiarism in all of my classes. Some of you may think that you are writing papers correctly and are not guilty of plagiarism, but are unaware of what really constitutes this violation. Therefore, you will be required to review material on plagiarism and APA citation skills before this class begins in earnest. If – after you review this material – you plagiarize in my class, you will automatically fail the assignment and possibly the entire course as that is within my discretion as a professor. This is your one warning. This assignment can be found with the other Week One work, and will be worth 20 points toward your final grade. Late submissions will not be accepted.

Exams: This semester you will have three exams that will test your knowledge an ability to apply the concepts learned in class. Each exam will be worth 100 points toward your final grade. The exam format will include multiple choice and true/false questions. In addition, you will have short answer responses that you will be required to complete. Your exams will be completed online and will be timed.

Makeup exams will only be given with a medical note to excuse the student, and if the professor is informed within 2 days of the exam that the student is ill. I do not allow students to make up exams simply because they forgot or were unprepared. DO NOT wait until the last possible minute to take the exam. If you have Canvas issues, it is your responsibility to get those fixed before the exam occurs. Unless there is a widespread outage, individual technology issues may not be accepted as an excuse for an incomplete exam.

Weekly Activities

Online Weekly Activities: Each week you will be required to complete online activities that correspond with the materials presented in the chapter/s for the week. These online activities may be completed individually or in your group as assigned for the end of semester project. You will be provided with instructions for each activity, and they will differ based on what is required for the week. Each weekly activity, no matter the assignment/s, will be worth 20 points toward your final grade. Please refer to the course schedule to see the format in which these activities will take place.

Final Grading Scale

Your grade will consist of points awarded to the successful completion of the following components:

- Syllabus Quiz 20 points
- Plagiarism Activity 20 points
- Weekly Activity Assignments (20 points each) 280 points
- 3 exams (100 points each) 300 points
- Emergency Response Plans 50 points

670 total points

Letter Grades will be assigned as follows:

| Total Points | Grade Percentage | Letter Grade | Grade Points |
|---------------------|-------------------------|---------------------|---------------------|
| 670 – 603 | 100 – 90% | A | 4.0 |
| 602.5 – 536 | 89.9 – 80% | B | 3.0 |
| 535.5 – 469 | 79.9 – 70% | C | 2.0 |
| 468.5 – 402 | 69.9 – 60% | D | 1.0 |
| 401.5 – below | 59.9% and below | F | 0.0 |

Additional Policies

Late Assignment Policy

As a general rule, I do not accept late assignments. I never spring any last-minute assignments on you – from the first day of class, you will know what is due and when it is due to me. It is up to you to plan accordingly as you have ample time to complete these assignments. If you do not turn in your assignments on time, it is a zero in the gradebook and I will not grade the assignment. If you are severely ill, you must inform me of your illness within 2 days of the missed assignment and it is mandatory for you to provide medical documentation to me in order to be eligible for a make-up. The same policy goes for a death in the family. I know this may sound strict to you, but time management is your responsibility in a university class.

Email Policy

I like to keep open lanes of communication between students and myself. If you need to ask any questions or discuss anything class related, please do not hesitate to email me. As I said before, please include CRIJ 4335 in the subject line so I know that it is class related. You may also email me through Canvas, but please do not leave comments in the assignments

themselves. I do not go back and check for those. My preferred method of contact is through email, please try that first. Please use professionalism in emailing faculty members and address them by their designated title.

You are responsible for checking your email daily. I frequently email students individually or as a group – if I send you an email I assume that you have read it and are informed with the message. It is a pet peeve of mine when students do not check their email – I will not hound you trying to get you to reply to my emails. At most, I will send you two emails and if I do not have a response in a reasonable amount of time then I will assume you have chosen not to reply to me and I will act accordingly. For instance, if you submit a paper and I cannot open the attachment I will email to send me another copy of the paper. I will always include a reasonable deadline – if you do not respond by that deadline that I will not grade the paper and you will not receive credit for it. So please check your email.

Instructor Expectations

Just as I have certain expectations of you, you should have certain expectations of me. Every semester I have an open-door policy with students. I will be available during the office hours listed and if I am unavailable, you will be notified. If you email or call me, you will receive a response within 48 hours during the business week and business hours. Email responses during late hours and the weekend are not a guarantee, so late minute questions for assignments may not receive answers if they are sent during those times. As for grading, you will receive feedback on all assignments within 2 weeks. Please do not email within a day or two of the assignment submission looking for a graded assignment. If there is a technological issue, please get in touch with the university IT department. I am unable to fix Canvas issues that are system based.

UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <http://www.uttyler.edu/wellness/rightsresponsibilities.php>

Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free.

Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. (For Fall, the Census Date is Sept. 11.) Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>.

Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.

Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)

Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)

Being reinstated or re-enrolled in classes after being dropped for non-payment Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability/Accessibility Services

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Course Schedule

| Class Date | Weekly Readings | Assignments Due |
|---------------|---|---|
| Week 1 | Syllabus and Plagiarism Tutorial Chapter 1: The Historical Context of Emergency Management | <ul style="list-style-type: none"> • Syllabus Quiz • Plagiarism Quiz • Online Activity |
| Week 2 | Chapter 2: Natural and Technological Hazards and Risk Assessment | <ul style="list-style-type: none"> • Online Activity |
| Week 3 | Chapter 3: The Disciplines of Emergency Management: Mitigation | <ul style="list-style-type: none"> • Online Activity |
| Week 4 | Chapter 4: The Disciplines of Emergency Management: Preparedness | <ul style="list-style-type: none"> • Online Activity • Exam #1 |
| Week 5 | Chapter 5: Communications | <ul style="list-style-type: none"> • Online Activity |
| Week 6 | Chapter 6: The Disciplines of Emergency Management: Response | <ul style="list-style-type: none"> • Online Activity |
| Week 7 | Case Study: FEMA and Hurricane Katrina | <ul style="list-style-type: none"> • Online Activity |
| Week 8 | Chapter 7: The Disciplines of Emergency Management: Recovery | <ul style="list-style-type: none"> • Online Activity |

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| Week 9 | Case Study: FEMA and post-Katrina recovery | <ul style="list-style-type: none"> • Online Activity • Exam #2 |
| Week 10 | Chapter 8: International Disaster Management | <ul style="list-style-type: none"> • Online Activity |
| Week 11 | Chapter 9: Emergency Management and the Terrorist Threat | <ul style="list-style-type: none"> • Online Activity |
| Week 12 | Case Study: 9/11 | <ul style="list-style-type: none"> • Online Activity |
| Week 13 | Chapter 10: The Future of Emergency Management | <ul style="list-style-type: none"> • Online Activity |
| Week 14 | Case Study: The Burning of Notre Dame | <ul style="list-style-type: none"> • Online Activity |
| Week 15 | No New Course Material Students finish their emergency response plans | <ul style="list-style-type: none"> • Semester Emergency Response Plans Due • Exam #3 |

*The syllabus is subject to change at my discretion. If I change the syllabus, an updated version will be provided to you on Canvas.