INDIANA TECH

Course Number: MSE 6010

Course Title: Environmental Health and Safety

Course Description:

An introduction to the state and federal regulations for safety and environmental compliance. This course also covers ISO standards for environmental health and safety. Students will learn to identify how standards apply to various industries and will apply these skills in performing an audit to determine if operations conform to the standards.

Prerequisites: MBA 5000 or MSE 5000.

Credit hours: 3

Learning Outcomes:

Upon the successful completion of this course, students will be able to:

1. Discuss the legal requirements and challenges associated with Safety, Health and Environmental (SH&E. Programs.
2. Recognize the financial impact of implementing an effective Safety, Health and Environmental management system.
3. Evaluate the effectiveness of existing Safety, Health and Environmental programs.
4. Develop a strategic plan for improving/sustaining a SH&E management system.
5. Employ suitable skills for managing the change process and establishing a focus on continuous improvement.

INDIANA**TECH**

College of Professional Studies
MSE 6010 Environmental Health & Safety
Online Course Syllabus Content

Instructor Information
Please see Professor Profile at the Blackboard instructional site.

Course Schedule
Please see Course Schedule in the Course Syllabus area of the Blackboard instructional site.

Online Course Policies
All of the online courses taken by students are required to follow the policies posted online at http://online.indianatech.edu/tech-policies/policies/. Please review the posted policies carefully. If you are unable to abide by the policies listed, please contact the Warrior Information Network (WIN) at 888.832.4742 and request to withdraw from this course.

Textbook
Gallant, B. (2008). The facility manager's guide to environmental health and safety. Lanham, Md.: Government Institutes/Scarecrow Press.

NQA, (2019) ISO 45001:2018 Occupational Health & Safety Implementation Guide. Retrieved from https://www.nqa.com/medialibraries/NQA/NQA-Media-Library/PDFs/NQA-ISO-45001-Implementation-Guide.pdf

Grading Events & Grading Criteria
Unless otherwise specified, all assignments must be submitted via Blackboard.

Grading Events - Distribution of Points

Assignment	Event	Total
Course Preparation Quiz	1 @ 5 pts	5
Homework	5 @ 10 pts.	50
Discussion	2 @ 10 pts.	20
Video Case	1 @ 25 pts.	25
Written Case	1 @ 25 pts.	25
ISO Project	1 @ 25 pts.	25
Changing Reg. Project	1 @ 25 pts.	25
Exams	2 @ 25 Pts.	50
TOTAL		**225**

Grading Criteria:
The quality of the written work will be judged not only on the answers provided but also on how well the analyzer has supported his or her arguments with the use of course materials, theory, and solid critical thinking. The use of proper spelling, punctuation and grammar is also expected.

Grading Criteria for Threaded Discussions:
You are required to post a minimum of two times for each Module's Threaded Discussion: Once to the original inquiry and once in response to fellow students. In posting your respectful responses, it is important to provide additional reasoning and analysis in support of your point (s). In other words, a minimal "I agree/disagree" with nothing further will not be sufficient to receive full credit. The expectation is an original post of 200 words and a response of 100 words.

Grading Scale
The following grading scale will be used to assign a grade at the end of the course:

Percentage Achieved	Grade	Percentage Achieved	Grade
90% or above	A	70% or above	C
80% or above	B	Below 70%	F

Late Assignments
All assignments and required online activities are due according to the deadline listed in the course schedule. Granting deadline extension is the course instructor's autonomy.

Incompletes
If you are unable to complete the requirements for this course due to extenuating circumstances, an Incomplete grade (I) may be granted if you meet the general guidelines stated below.

General Guidelines for submitting a course incomplete request:
* More than 50% of the course session has elapsed.
* The student has encountered an unexpected situation that is beyond his or her control.
* The student is
    o in good academic standing -- up-to-date on all of the course assignments and has at least an overall passing grade,
    o able to complete all of the remaining coursework within a session (5 weeks for a undergraduate course and 6 weeks for a graduate course) that immediately follows the session the student is currently enrolled, and
    o able to provide support documentations to substantiate the need for extra time should a session is not enough to complete the course requirements.

If an Incomplete is granted, the instructor will set a deadline for all work to be completed. The deadline cannot go past one (1) session. All incomplete grades are subject to approval by the designated university authority.

Course Related Communication
Online courses are conducted in an accelerated format. Timely communication is very important. When receiving emails from your classmates or instructor, please respond as soon as you can.

Students are REQUIRED to use their Indiana Tech email account for all course related communication. The most direct, and effective, way to email your course instructor, and classmates, is by using the Send Email function from the Blackboard course site. When you use the Send Email function, you automatically receive a carbon copy of the email you sent. In the event when you need to substantiate your claim that you did email your classmates or instructor, you can show that carbon copy to the

person(s) who requested it.

Please note that Blackboard only permits you to send email, it does not provide you with the check email function. All of the emails your classmates and instructor sent to you will be delivered to your Indiana Tech email account. You are strongly encouraged to check your Indiana Tech email account regularly, preferably several times a week, to minimize the likelihood of miscommunication.

The University policy requires each online course instructor to respond to a student's email within 24 hours. Unless there is an extraneous situation that prevents the instructor from following this rule, you can expect to hear from the instructor within 24 hours. If you don't
receive a reply within 24 hours, please do not hesitate to follow up with another email or forward the carbon copy of the email you sent to OnlineSupport@IndianaTech.edu with a note "Please help. It's been 24 hours and I have not heard from my instructor" and the University support staff will act on your behalf to contact your course instructor.