



Syllabus for Political Science 5383: Fundamentals of Emergency Management

Course Information

College: Liberal Arts
Department: Political Science
Course title: Fundamentals of Emergency Management
Semester: Spring 2020
Course number: POL 5383
CRN: 25617
Building and Classroom: Carnegie Center (Downtown Campus), Room 4
Meeting Day/Time: W 6-8:45 PM

Instructor Information

Instructor name: Dr. Alyssa L. Provencio
Office location: Liberal Arts (LAR) 100B
Office hours: By appointment or anytime during regular business hours (M-F, 9 AM-5 PM) via Skype or Google Hangout by request.

Email (*BEST way to get ahold of me!*): aprovencio@uco.edu

I will respond as soon as possible, within 24 hours, as long as it during regular business hours (M-F, 9 AM-5 PM); I cannot guarantee any responses outside of those hours.

Campus telephone: (405) 974-5537

Personal Google Voice phone number: (405) 896-0906

Course Description and Objectives

Course Description

An overview of the history and philosophy of the current emergency management systems. Concepts, issues, and programs associated with emergency management agencies will be explored. Local, state, and federal government, as well as non-profit and private organizations', roles and responsibilities for preparing for, responding to, recovering from, and mitigating against natural and man-made disasters will be discussed.

Prerequisites

None

Course Objectives

Students will...

- Recognize the difference between an emergency and disaster.
- Understand the key components of an all-hazards approach to the emergency management cycle.
- Explore the emergency management cycle including preparedness, response, recovery, and mitigation.
- Analyze the roles and responsibilities in emergency management – this includes local, state, and federal government, the private sector, and non-governmental organizations.
- Investigate the global environment of emergency management.
- Be exposed to special topics in emergency management such as resilience, vulnerable populations, disaster mental health, crisis communication, and corporate social responsibility.

Transformational Learning Objectives

This course supports the following tenets of transformative learning:

- Discipline Knowledge—students explore, discuss, and practice the techniques, conventions, and processes that produce researched written arguments.
- Leadership—students learn how to present claims and evidence fairly and civilly, to consider thoroughly and respond ethically to counterevidence and counterarguments, and to develop a clear, well-informed stance about ongoing issues or problems.
- Global and Cultural Competency—students read and write arguments about global and cultural issues and direct

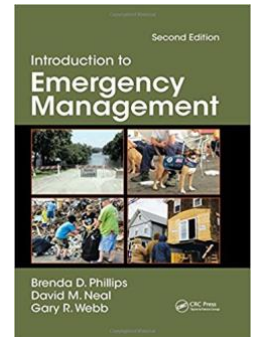
writing to diverse audiences.

- Problem Solving (Research, Scholarly, and Creative Activities)—students learn to analyze complex arguments, to produce arguments informed by careful research, and to document sources following academic conventions.
- Service Learning and Civic Engagement—in service learning sections, students research and write about a significant service learning experience; in other sections, students learn how the public use of argument has the potential to affect an audience and to effect a change in their communities.
- Health and Wellness—students read arguments about, write arguments about, and discuss those intellectual, emotional, and spiritual issues that give human existence vitality and meaning.

Textbook Information

Phillips, B.D., Neal, D.M., Webb, G. R. (2017). *Introduction to emergency management*. New York: CRC Press. ISBN: 9781482245066

Make sure you get the second edition with the green cover!



Any additional text or materials used will be provided via D2L free of charge.

Course Format, Requirements & Assignment Weights, and Grading

Course Format

The course will include lecture, discussion, in-class activities, and a research paper. This class is expected to be participatory – attendance and active discussion is required for the full learning experience.

Course Outline

See Appendix A.

Course Requirements & Assignment Weights

More information about the following assignments will be provided in class and via D2L.

Attendance and Participation – 10%

Reading Reflections – 25%

Students should prepare a one-page, single-spaced memo covering **all** readings for the week. The reflection should respond to issues or questions raised by the readings; these may refer to concerns related to the readings themselves or their relevance to the student's own concerns. At the bottom of every memo each person should include a relevant question per reading (e.g., four chapters = four questions; one chapter, one journal article = two questions).

These should be posted to the D2L Dropbox by the Tuesday night before classes at 11:59 PM.

Completion of FEMA Independent Study courses – 20%

FEMA IS-100.c Introduction to the Incident Command System

FEMA IS-200.c Basic Incident Command Systems for Initial Response

FEMA IS-700.b An Introduction to the National Incident Management System

FEMA IS-800.c National Response Framework, An Introduction

Journal Article Teach – 10%

Throughout the semester, students will present a research study on an emergency management topic related to their interest. The student will present and lead discussion on the study in class. The team will:

- 1) Summarize key findings
- 2) Analyze the research methods used
- 3) Highlight the theories used
- 4) Critique the study
- 5) Help the class engage in critical Q&A

I will be available to help the teams find/access the journal articles or generally assist in whatever way I can.

Research Proposal and Paper – 25% – information to be presented separately.

Research Presentation – 10% – information to be presented separately.

Grade Scale

A 90-100

B 80-89.9

C 70-79.9

D 60-69.9

F 0-59.9

Class Policies

Missing Class & Make-Up Assignments

You are all adults and should make decisions accordingly. It is your responsibility to obtain the information you missed in class and to keep up with any changes in the course outline. That being said, in-class activities cannot be made up. If you need to miss a class due to illness (with doctor's note), family emergency, death in your immediate family, or any other grave matters, please e-mail, phone, or talk to me in person before with justification, if possible. If one of the above circumstances affects your ability to turn in an assignment, please e-mail/phone/talk to me in person before with justification, if possible, PRIOR to the due date. If it is not possible to contact me before the missed class or due date, please contact me as soon as you can.

Contesting Grades

If you have received a grade on an assignment that you see as unfair, you have the right to contest the grade with a written explanation sent to me by email. I will consider it, but I reserve the right to give the grade initially given with an explanation of why your request was denied.

Final grades will NOT be changed, because as stated above, you have the opportunity to contest your grades on all assignments. While figuring final grades, if I find you are one point away from the next highest grade, you will receive the lower grade. If you are .1 point from the next highest grade, you will receive the lower grade. I will NOT raise your grade at the end of the semester if you are one or two points away from the next higher grade. What you earned is what you get. If I do it for one person, I will have to do it for all.

Classroom Expectations

Participation

The success of a student's performance is directly related to the quantity and quality of preparation for and participation in classes. I fully expect participation and active engagement during class sessions.

Behavior

I expect appropriate class behavior. The classroom is a learning environment and a preparation for your entry into the workforce, continuation up the workforce ladder, and/or additional higher education. I want you to come to class, exchange ideas, think, have fun, and challenge other students and me intellectually. Arriving to class late, leaving class early, talking during the lecture, sleeping in class, reading newspapers, laying your head on the desk, listening to music, and displaying other inappropriate behavior are not conducive to a learning environment. If you do not want to be in my class, please don't come. As this class is participatory, I expect that we will be sharing our own ideas/opinions. These ideas/opinions may not always be that of your colleagues. Please be respectful! I take discrimination very seriously. Racist or sexist remarks will be considered a violation of classroom expectations and I reserve the right to refer the offender to the Office of Student Conduct. If you are being disruptive, I will ask you to leave. If this occurs twice during the semester, you will not be allowed to return to class, and you will be referred to the Office of Student Conduct.

Technology

Bringing a laptop or iPad type of device to class is fine – in fact, I encourage it. Use it well! If I catch anyone not using it properly, then I reserve the right to take away this privilege. PLEASE, NO texting during class. Period. If you have a need to have a cell phone on (e.g. if you are an emergency responder, expecting an important call, and/or going through a family emergency), please set your phone on vibrate and inform me in advance.

D2L

You all will have access to the online-based instruction program Desire2Learn (D2L). I will use D2L a number of ways, including e-mailing the whole class on updates and information, posting course documents (including any updates to the course outline), using it as an assignment submission tool, to post grades, and other activities. We will discuss the use D2L more in class. It is vital that you understand how to use D2L as it is essential to your success in class. If you have questions, please see me for help.

E-mail

All course e-mails will be sent to your UCO e-mail address; check your e-mails regularly! In addition, when e-mailing me, I ask that you please include either POL 5383 and your name in the subject line.

Fine Print

Illness

If you are ill/contagious, out of respect for your classmates and me, I request that you do not come to class. If this is the case, please let me know via e-mail. Please refer to "Missing Class & Make-Up Assignments" for further details on how sick days will be handled.

Incompletes

All students are expected to complete course requirements by the end of the semester. In those rare circumstances in which completion by semester's end is not possible, I may decide either to submit a final grade based on the work completed or

submit a grade of “I” along with a default grade based on work completed. In no case will an “I” grade be submitted unless at least 50% of the required work has been completed by the end of the semester. If an “I” grade is submitted, the student will be allowed no more than one year from the end of the semester to complete course requirements; else, the “I” grade will convert to the default grade.

Academic Integrity

I seek to uphold equity and fairness in my classroom. Cheating of any kind will not be tolerated in consideration of your fellow students. I abide by UCO’s Academic Dishonesty Policy, which is available in the syllabus attachment. If you are caught violating this policy, I will prosecute to the fullest extent possible.

ADA Statement Regarding Special Accommodations

The University of Central Oklahoma complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students with disabilities who need special accommodations must make their requests by contacting Disability Support Services, at (405) 974-2516. The DSS Office is located in the Nigh University Center, Room 305. Students should also notify the instructor of special accommodation needs as soon as possible. Per Title IX of the Education Amendments of 1972 (“Title IX”), pregnant and parenting students may request adjustments by contacting the Title IX Coordinator, at (405) 974-3377 or TitleIX@uco.edu. The Title IX Office is located in the Lillard Administration Building, Room 114D.

UCO Policies

Any topic not covered here is covered by university policies.

Here is the link to the UCO Information Sheet. This information sheet applies to all courses at UCO. The link: <http://www.uco.edu/academic-affairs/files/aa-forms/StudentInfoSheet.pdf>

Appendix B – Reflection Evaluation Rubric

Week	Module	Theme	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
			1/13/20	1/14/20	1/15/20	1/16/20	1/17/20	1/18/20	1/19/20
Week 1		Orientation			CLASS 6-8:45 PM				
			1/20/20	1/21/20	1/22/20	1/23/20	1/24/20	1/25/20	1/26/20
Week 2	Module 1	History and Current Status of Emergency Management	MLK Jr. Day	Reading Reflection 1 Due	CLASS 6-8:45 PM				
			1/27/20	1/28/20	1/29/20	1/30/20	1/31/20	2/1/20	2/2/20
Week 3	Module 2	Key Concepts, Definitions, and Perspectives		Reading Reflection 2 Due	CLASS 6-8:45 PM				
			2/3/20	2/4/20	2/5/20	2/6/20	2/7/20	2/8/20	2/9/20
Week 4	Module 3	Research Methods and Practice in Emergency Management		Reading Reflection 3 Due	CLASS 6-8:45 PM				
			2/10/20	2/11/20	2/12/20	2/13/20	2/14/20	2/15/20	2/16/20
Week 5	Module 4	Preparedness		Reading Reflection 4 Due	CLASS 6-8:45 PM				
			2/17/20	2/18/20	2/19/20	2/20/20	2/21/20	2/22/20	2/23/20
Week 6	Module 5	Planning		Reading Reflection 5 Due	CLASS 6-8:45 PM				Research Proposal Due
			2/24/20	2/25/20	2/26/20	2/27/20	2/28/20	2/29/20	3/1/20
Week 7	Module 6	Response Pt. 1		Reading Reflection 6 Due	CLASS 6-8:45 PM				
			3/2/20	3/3/20	3/4/20	3/5/20	3/6/20	3/7/20	3/8/20
Week 8	Module 7	Response Pt. 2		Reading Reflection 7 Due	CLASS 6-8:45 PM				
			3/9/20	3/10/20	3/11/20	3/12/20	3/13/20	3/14/20	3/15/20
Week 9	Module 8	Recovery		Reading Reflection 8 Due	CLASS 6-8:45 PM				
			3/16/20	3/17/20	3/18/20	3/19/20	3/20/20	3/21/20	3/22/20
SPRING BREAK									
			3/23/20	3/24/20	3/25/20	3/26/20	3/27/20	3/28/20	3/29/20

Appendix B – Reflection Evaluation Rubric

Week 10	Module 9	Mitigation		Reading Reflection 9 Due	CLASS 6-8:45 PM					
			3/30/20	3/31/20	4/1/20	4/2/20	4/3/20	4/4/20	4/5/20	
Week 11	Module 10	Local and State Government		Reading Reflection 10 Due	CLASS 6-8:45 PM					
			4/6/20	4/7/20	4/8/20	4/9/20	4/10/20	4/11/20	4/12/20	
Week 12	Module 11	Federal Government/ Private Sector		Reading Reflection 11 Due	CLASS 6-8:45 PM					
			4/13/20	4/14/20	4/15/20	4/16/20	4/17/20	4/18/20	4/19/20	
Week 13	Module 12	International and Humanitarian Relief		Reading Reflection 12 Due	CLASS 6-8:45 PM					Draft of Paper Due
			4/20/20	4/21/20	4/22/20	4/23/20	4/24/20	4/25/20	4/26/20	
Week 14		Presentations			CLASS 6-8:45 PM					
			4/27/20	4/28/20	4/29/20	4/30/20	5/1/20	5/2/20	5/3/20	
Week 15		Presentations			CLASS 6-8:45 PM					
			5/4/20	5/5/20	5/6/20	5/7/20	5/8/20	5/9/20	5/10/20	
Week 16		FINALS WEEK			Final Paper Due					