

**Basic Course Information**

Semester	<b>Fall 2014</b>	Instructor's Name	<b>Timothy E. Hutchinson</b>
Course Title & #	<b>Safety Standards (Cal/OSHA) 30-Hour</b>	Instructor's Email	<b>tehutchinson@iid.com</b>
CRN #	<b>10828</b>	Webpage (optional)	
Room	<b>1602</b>	Office (PT Faculty:809)	
Class Dates	<b>August 18, 2014</b>	Office Hours (n/a for PT Faculty)	
Class Days	<b>Monday</b>	Office Phone # (PT may use dept. number)	
Class Times	<b>4:45 pm until 7:55 pm</b>	Who students should contact if emergency or other absence	Dept Secretary is an option
Units	<b>3 Units</b>		

**Course Description**

**Safety Standards is a course designed to afford the student the opportunity to earn the General and Construction Industry Cal/OSHA 30-Hour card. The course will provide the student with essential instruction and learning allowing the student to develop and master knowledge and skills associated with safety and health recognition and prevention at a worksite. Topics include: Fed/OSHA and Cal/OSHA standards, hazard analysis and identification, acceptable safety practices, proper selection and use of personal protective equipment, job hazard analysis and mitigation measures, hazard communication standards, and inspections, citations/notifications and penalties. Cal/OSHA card processing fee will apply. (Non-transferrable, AA/AS degree only)**

**Student Learning Outcomes**

**Upon course completion, the successful student will have to acquire new skills, knowledge, and or attitudes as demonstrated by being able to:**

1. Understand the appropriate use of personal protective equipment (PPE) depending on job specifics and the job performed (ILO1)
2. Understand code of safe work practices, jobsite hazard analysis and appropriate steps to work/perform a safe and healthy workplace(ILO1, ILO2)
3. Understand the purpose of lockout/tag-out of equipment (ILO1, ILO2, ILO5)

**Course Objectives**

**Upon satisfactory completion of the course, students will be able to:**

1. Demonstrate an understanding of the Occupational Safety and Health (Cal/OSHA) standards as they apply to General Industry and Construction requirements.
2. Reference the OSHA standards and determine the requirements for compliance within a prescribed situation
3. Analyze job site hazards and identify acceptable mitigation measures
4. Complete an acceptable incident report and reference OSHA subpart and section
5. Demonstrate and understanding of OSHA Inspections, citations and penalties
6. List Personal Protective Equipment (PPE) and list one limitation for the use of each PPE item
7. List and discuss the application of the Job Hazard Analysis model
8. Explain the difference between OSHA Compliance and OSHA Consulting and their role in the industry

### Textbooks & Other Resources or Links

**California Occupational Safety and Health Regulations: California Code of Regulations (CCR) Title 8 (T8) General Industry and Electrical Safety Orders:**

**Library of Congress Control Number 2012940108**

**ISBN: 1-59959-364-5**

**California Code of Regulations (CCR) Title 8 (T8) Construction Safety Orders**

**Library of Congress Control Number: 2012940107**

**ISBN: 1-59959-363-7**

**Resources: OSHA Training Institute (OTI): Power points and handouts**

### Course Requirements and Instructional Methods

**Required Information—discretionary language**

**The classroom setting is set for:**

- **Audio/Visual**
- **Demonstration and hands on**
- **Discussion**
- **Group Activity**
- **Individual Assistance**
- **Lecture**
- **Simulation/Case Study/Workshop**

**Out of Class Assignments:** The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

### Course Grading Based on Course Objectives

**Quiz' are set for every two week intervals. Mid-term set for Week 8 and Final Exam set for Week 16. The Quiz' and Exams are subject to change: dates to accommodate class schedules and allow for guest expert speakers.**

### Attendance

**Required language**

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

### Classroom Etiquette

**Required Information --Discretionary language**

**This is where an instructor explains his/her policy on these matters. Here is some suggested language:**

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor. **Consider:** specifics for your class/program
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

### Academic Honesty

#### Required Language

- Plagiarism is to take and present as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to correctly 'cite a source', you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment ;(c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment, (e) use of a commercial term paper service

### Additional Help – Discretionary Section and Language

**The instructor can add the information pertinent to his or her class here. Some suggested language:**

- Blackboard support center: Check for special announcements and additional instructional materials and videos
- You may consult your college map for the Reading and Writing Lab, Study Skills Center and/or Library
- Library Services: As you know there is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

### Disabled Student Programs and Services (DSPS)

**Required Language:** Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. If you feel you need to be evaluated for educational accommodations, the DSP&S office is located in Building 2100, telephone 760-355-6313.

**Physical Conditions:** Notify the instructor if you have any physical conditions which could possibly affect your safety or health in the performance of the course class/laboratory assignments. Adjustments to your assignments, if necessary, will be made.

### Student Counseling and Health Services

**Required Language:** Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

### Student Rights and Responsibilities

**Required Language:** Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at [http://www.imperial.edu/index.php?option=com\\_docman&task=doc\\_download&gid=4516&Itemid=762](http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762)

### Information Literacy

**Required Language:** Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

### Anticipated Class Schedule / Calendar

**Required Information –Discretionary Language and Formatting:** The instructor will provide a tentative, provisional overview of the reading, assignments, tests, or other activity for the duration of the course. The faculty may find a table format useful for this purpose.

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1 August 18, 2014	Syllabus & Introduction Introduction to OSHA and the history of Cal/OSHA DVD Hooked on Safety; Why Safety?	Assignment: Get recent Cal OSHA Books: Construction and General Industry
Week 2 August 25, 2014	Construction Orientation	Quiz of Introduction to OSHA
Week 3 Sept. 1, 2014	<b>Labor Day-Holiday-No Class</b>	Holiday
Week 4 Sept. 8, 2014	Notifications, Citations and Penalties with Cal/OSHA and DVD: Safety's Top Ten Causes of Workplace Injuries	
Week 5 Sept. 15, 2014	Focus Four Hazards: Caught in between, Struck by, Falls and Electrical Hazards: LOTO, Fall Protection	Continued next week
Week 6 Sept. 22, 2014	Focus Four Hazards: Caught in between, Struck by, Falls and Electrical Hazards and Continued and Excavation and Trenching	Quiz for Focus Four
Week 7 Sept. 29, 2014	Walking, Working surfaces and Cal/OSHA access/egress and evacuation.	Continued for next week
Week 8 Oct. 6, 2014	Health Hazards in Construction: Lead, Silica, Noise, Overview of other health hazards such as epoxies, chromium, polyurethanes, fiberglass, cadmium, asbestos, etc.	Study for Mid-Term Exam
Week 9 Oct. 13, 2014	MID-TERM:	
Week 10 Oct. 20, 2014	Stairways, Ladders and Personal Protective Equipment and Fall Protection	
Week 11 Oct. 27, 2014	Confined Spaces and Lockout/tag-out (LOTO)	Quiz on Fall Protection

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Week 12 Nov. 3, 2014	Material Handling, storage, use and disposal. Hazard Communication and Hazardous Materials: Global Harmonized Systems (GHS) Material Safety Data Sheets (MSDS)/Safety Data Sheets (SDS)	Quiz on LOTO and Confined spaces
Week 13 Nov. 10, 2014	Welding, cutting and brazing. Tools: hand operated, pneumatic, battery operated, power and cartridge operated. Steel Erection.	Quiz on HAZCOM and GHS
Week 14 Nov. 17, 2014	Scaffolds, Demolition, Motor Vehicles, Rollover Protection Services (ROPS), barricades, traffic plans.	Quiz on hand-tools
Week 15 Nov. 24, 2014	<b>Thanksgiving Break</b>	Continue to next week
Week 16 Dec. 1, 2014	Power Industrial Trucks, Cranes, signal person and qualified riggers. Study for Final Exam.	Study for Final Exam
Week 17 Dec. 8, 2014	Final Exam: Collect six dollars (\$6.00) for laminate process of 30-Hour Cal/OSHA Card.	

**Grade(s): Grading System**

Class participation is set at 25% total grade. Completion of assignments 100 total points

Home assignments are set for 25% total grade. Completion of assignments 100 total points.

Mid-Term is set at 25% total grade

Fifty questions gathered from assignments, valued at two points per question total of 100 points

Final exam set at 25% total grade

Fifty questions gathered from assignments, valued at two points per question total of 100 points

Adding all four portions of the grading system and dividing by four would equal average points (0-100)

**Point score-Letter Grade:**

90-100	<b>A</b> -Excellent
80-89	<b>B</b> -Better than average
70-79	<b>C</b> -Average
60-69	<b>D</b> -Below Average
Below 60	<b>F</b> -Failing