

University of North Texas at Dallas
Fall Semester, 2016 Hybrid
SYLLABUS

MGMT 4180: Workplace Health and Safety
3 Credit Hours

Department of	Management	Division of	Urban and Professional Studies
Instructor Name:	Dr. Frances Charlene Conner		
Office Location:	DAL 3-322		
Office Phone:	(972) 338-1421		
Email Address:	Frances.Conner@unt.edu NOTE: Use this email; do not send emails to Blackboard Vista. I prefer e-mail to communicate with students, and I usually respond to e-mail messages within 24 hours. When you send a message, please make sure you specify in the subject line the course number for which you are enrolled (i.e., MGMT 4180), and do not use all CAPS when inquiring about a class issue. Note that the use of all CAPS in electronic messages is considered poor etiquette.		
Office Hours:	Face to Face: Every Wednesday from 2-4:00 pm Face to Face: Every Thursday from 9am-2pm and Saturday 12-1:00 pm Online: Anytime during business hours (expect a response in 24 hours)		
Classroom Location:	DAL 2 – 213		
Class Meeting Days & Times:	Wednesday, 7-9:50pm. NOTE: This course follows a blended instructional approach that includes a combination of face-to-face class sessions, online activities, and team activities.		
Course Catalog Description:	MGMT 4180 is a senior-level survey course designed to provide you with an overview of topics related to occupational safety and health (OSHA) workers' compensation, unemployment compensation, industrial security and environmental risk management. Open to non-business majors.		
Prerequisites:	N/A		
Co-requisites:	N/A		
Required Text:	<i>The required textbook for this course is Occupational Safety and Health, 8th Edition, D. L. Goetsch.</i>		
Access to Learning Resources:	UNT Dallas Library: phone: (972) 780-3625; web: http://www.unt.edu/unt-dallas/library.htm UNT Dallas Bookstore: phone: (972) 780-3652; e-mail: 1012mgr@fhg.follett.com		
Course Goals or Overview:	The general/broad learning objectives of this course are as follows; 1. To develop an understanding of historical perspective of workplace health and safety. 2. To understand the laws and regulations related to workplace health and safety. 3. To introduce students to the human element of workplace health and safety. 4. To provide students with an understanding management of safety and health.		

Learning Objectives/Outcomes:

At the end of this course, the student will

1. Understand the Safety and Health Movement (Chapter 1).
2. Study Accidents and Their Effects (Chapter 2).
3. Learn about the Theories of Accident Causation (Chapter 3)
4. Understand the Roles of Professional Certifications for Safety and Health Professionals (Chapter 4)
5. Study the Safety, Health, and Competition in the Global Marketplace (Chapter 5)
6. Learn about the Laws and Regulations related to Workplace Health and Safety (Chapters 6, 7, 8, & 9)
7. Study the Ergonomics Hazards (Chapter 10).
8. Understand Stress and Safety in the Workplace (Chapter 11).
9. Develop an understanding about Safety and Health Training (Chapter 12).
10. Study Violence in the Workplace (Chapter 13).
11. Learn about the Management of Safety and Health (Chapters 25, 26, 27, 28, 29, 30, & 31).

Course Outline

Date	Class Activities
WEEK 1 8/24 8/22-8/28	In Class Activities <ul style="list-style-type: none"> • Introduction to Class • Team Assignments (We will form 6 teams) • Case Study Research • Workplace Safety Around the World Library Research • Lecture, Chapters 1 and 2 • Blackboard Assignments <ul style="list-style-type: none"> • Discussion Board #1 Initial post on Wednesday 11:59; two peer posts Sunday, 11:59pm • Summary Paper for Case Study 1: "Floor finishers, lacquer sealers, and fires: safer product alternatives are the solution" due 8/28 @11:59pm (Team 1 Presents) • Summary Paper Case Study 2: "When my job breaks my back: shouldering the burden of work-related musculoskeletal disorders" due 8/28 @11.59pm (Team 2 Presents)
WEEK 2 8/31 8/29-9/4	Online <ul style="list-style-type: none"> • Lecture, Chapters 3 and 4 • Case Study Research • Workplace Safety Around the World Library Research Blackboard Assignments <ul style="list-style-type: none"> • Discussion Board #2 Initial post on Wednesday 11:59pm; two peer posts Sunday, 11:59pm • Summary Paper for Case Study 3: "The poison that smells like butter: diacetyl and popcorn workers' lung disease" due 9/4 @ 11:59 pm (Team 3 Presents) • Summary Paper for Case Study 4: "Injuries are not accidents: construction will be safe when it's designed to be safe" due 9/4 @ 11:59 pm (Team 4 Presents)
WEEK 3 9/07 9/5-9/11	In Class Activities <ul style="list-style-type: none"> • Lecture, Chapters 5 and 6 • Case Study 1: Team 1 presentation • Case Study 2: Team 2 presentation • Case Study 3: Team 3 presentation Blackboard Assignments: <ul style="list-style-type: none"> • Discussion Board #3 Initial post on Wednesday 11:59pm; two peer posts Sunday, 11:59pm • Summary Paper Case Study 5: "Regulating methylene chloride: a cautionary tale about setting health standards one chemical at a time" Due 9/11 @ 11:59 pm (Team 5 Presents)

	<ul style="list-style-type: none"> • Summary Paper Case Study 6: “Safe food from safe workplaces: protecting meat and poultry processing workers Due 09/11 @ 11:59 pm (Team 6 presents) • Exam 1 (Chapters 1, 2, 3 & 4)
WEEK 4 9/14 9/12-9/18	<p>Online</p> <ul style="list-style-type: none"> • Lecture, Chapters 7 and 8 • Workplace Safety Around the World Library Research <p>Blackboard Assignments</p> <ul style="list-style-type: none"> • Discussion Board #4 Initial post on Wednesday 11:59pm; two peer posts Sunday, 11:59pm • Summary Paper for Workplace Safety (WHS) Around the World: North America Due 9/18 @ 11:59pm (Team 1 Presents) • Summary Paper for Workplace Safety (WHS) Around the World: Central & South America Due 9/18 @ 11:59pm (Team 2 Presents) • Exam 2 (Chapters 5, 6 & 7)
WEEK 5 9/21 9/18-9/25	<p>In Class Activities</p> <ul style="list-style-type: none"> • Lecture, Chapters 9 and 10 • Case Study 4: Team 4 presentation • Case Study 5: Team 5 presentation • Case Study 6: Team 6 presentation • Workplace Safety Around the World: Team 1 presentation • Workplace Safety Around the World: Team 2 presentation • Workplace Safety Around the World: Team 3 presentation • Workplace Safety Around the World Library Research <p>Blackboard Assignments</p> <ul style="list-style-type: none"> • Discussion Board #5 Initial post on Wednesday 11:59 pm; two peer posts Sunday, 11:59pm • Summary Paper for Workplace Safety (WHS) Around the World: Europe due 9/25 @11:59pm (Team 3 Presents) • Summary Paper for Workplace Safety (WHS) Around the World: Asia due 9/25 @11:59pm (Team 4 Presents) • (Team 3 Presents)
WEEK 6 9/28 9/26-10/2	<p>Online</p> <ul style="list-style-type: none"> • Lecture, Chapters 11 and 12 <p>Blackboard Assignments</p> <ul style="list-style-type: none"> • Discussion Board #6 Initial post on Wednesday 11:59pm; two peer posts Sunday, 11:59pm • Summary Paper for Workplace Safety Around the World: Africa due 10/2 @11:59pm (Team 5 Presents) • Summary Paper for Workplace Safety Around the World: Australia & Antarctic due 10/2 @11:59pm (Team 6 Presents) • Exam 3 (Chapters 8, 9, 10 & 11) •
WEEK 7 10/5 10/3-10/9	<p>In Class Activities</p> <ul style="list-style-type: none"> • Lecture, Chapters 13, 25, 27 • Workplace Safety Around the World: Team 4 presentation • Workplace Safety Around the World: Team 5 presentation • Workplace Safety Around the World: Team 6 presentation <p>Blackboard Assignments</p> <ul style="list-style-type: none"> • Discussion Board #7 Initial post Wednesday 11:59pm; two peer posts Sunday, 11:59pm
WEEK 8 10/12 10/10-10/14	<p>Blackboard Assignments</p> <ul style="list-style-type: none"> • Exam 4 (Chapters 12, 13 25 & 27) 10/14 @11:59 pm

This schedule is subject to change by the instructor. Changes to this schedule will be communicated via Blackboard email.

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Components	Max Points
Exam 1	50
Exam 2	50
Exam 3	50
Exam 4	50
7 Discussion Boards (20 points each)	140
6 Case Study Summary Papers (10 points each)	60
6 Workplace Safety Around the World Papers (10 points each)	60
Case Study Team Presentation	100
Workplace Safety Around the World Team Presentation	100
TOTAL	660

At the end of the course,
594 points and above = A;
593 – 528 points = B;
527 – 462 points = C;
461 – 396 points = D;
395 – 0 points = F

Final numeric scores will NOT be rounded (e.g., 527 at the end of the course will be a “C”, 528 will be a “B”, etc.). Final scores/grades will NOT be “curved” or “adjusted”. Adjustment of Exam scores *may* be made immediately after the exam (not at the end of the course) after analysis of the frequency of questions missed.

Course Policies Related to Your Grade

Attendance: Attendance is expected and will be recorded at the beginning and end of each class. Attendance in this class is defined as a student present for the entire duration of the class. Late arrival to class will count as an absence. Late arrival is defined as a student not being present when his or her name is called. More than four absences from class for any reason will result in your final course average being lowered by one letter grade. This policy is posted on Blackboard.

Mandatory Attendance on Team Presentation Days

Students are required to attend ALL team presentations at the end of the semester. Each absent day will result in your team presentation grade lowered by one letter grade.

Use of Electronic Devices: Please refrain from using electronic devices in class. *Students are required to turn off all electronics at the beginning of class.* Students who use an electronic device in class will receive a letter grade deduction. After a second warning, use of electronics during class will result in an F. If you must use a phone, please step out of the classroom. If special circumstances require a student to have a communications device active during class, the student is required to make arrangements with the professor prior to class.

Social Loafing. *Social loafing will not be tolerated in this class.* Each student is expected to make significant contributions to all team activities/assignments. Please read social loafing policy posted on Blackboard.

Guidelines and Details for Assignments. Please see Blackboard for Details.

University Policies and Procedures

Students with Disabilities (ADA Compliance):

The University of North Texas Dallas faculty is committed to complying with the Americans with Disabilities Act (ADA). Students' with documented disabilities are responsible for informing faculty of their needs for reasonable accommodations and providing written authorized documentation. Grades assigned before an accommodation is provided will not be changed as accommodations are not retroactive. For more information, you may visit the Student Life Office, Suite 200, Building 2 or call 972-780-3632.

Student Evaluation of Teaching Effectiveness Policy:

The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SETE to be an important part of your participation in this class.

Policy on Missing Exams & Other Assignments:

SPECIAL NOTICE: There is no provision for missing or making up a missed assignment, case study, presentation, or any other syllabus specified component of this class. Further, no component of this course will be administered at a time different than that provided in the course syllabus.

Verifiable cases of birth; death; serious family and/health problems; act of God (unpreventable events resulting from natural causes such as hurricanes, tornadoes, floods, and storms – accidents which are not the results of human factors); transportation accidents, bona fide racial, ethnic, cultural, religious, age, gender, or disability factors; UNT official events may constitute grounds for accommodation and will be dealt with on a case-by-case basis. Work, marriage, personal or work-related travel, and other personal situations not described above DO NOT constitute grounds for accommodation. If the above policy does not suit your situation, then please make other enrollment arrangements.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at [http://www.unt.edu/unt-dallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic Integrity.pdf](http://www.unt.edu/unt-dallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic%20Integrity.pdf) for complete provisions of this code.

Bad Weather Policy:

On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campuses main voicemail number (972) 780-3600 or search postings on the campus website www.unt.edu/dallas. Students are encouraged to update their Eagle Alert contact information, so they will receive this information automatically.

Attendance and Participation Policy:

The University attendance policy is in effect for this course. Class attendance and participation is expected because the class is designed as a shared learning experience and because essential information not in the textbook will be discussed in class. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed classes. Attendance and participation in all class meetings is essential to the integration of course material and your ability to demonstrate proficiency. Students are responsible to notify the instructor if they are missing class and for what reason. Students are also responsible to make up any work covered in class. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes, if they are absent.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive and inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Center for Student Rights and Responsibilities as the instructor deems appropriate.

Miscellaneous:

Cell phones, entertainment devices (iPods/MP3 players) and all other communications devices must be turned off prior to class, and remain off throughout class. If special circumstances require a student to have a communications device active during class, the student is requested to make arrangements with the professor prior to class.

Please resist the urge to send email, texts or tweets, check Facebook, read the news, or otherwise engage online via your computer/tablet or phone during class.

Students who generally seem not to be paying attention in class (e.g., reading a newspaper, trying to check e-mail/sending text messages, chatting with classmates, etc.) or who are disruptive, will be presumed to be so well prepared for that day's class that they are actually frustrated at not being more actively involved in the class. Therefore, such behavior will serve as a signal to your professor that the student wishes to more actively participate in class and will be given the opportunity to do so.

Your professor also reserves the right to change any of the requirements, procedures, schedules, assignments, and criteria contained in this Syllabus. A waiver by the professor of any specific item in this Syllabus for the class or for a particular student for a particular instance does not constitute a waiver of any other item in this Syllabus nor does it constitute a subsequent waiver of that particular item.

Note: Although we will be discussing various rules of law as they relate to particular situations presented in the assigned readings, we cannot discuss any personal "legal" situations pertaining to students. In particular, no legal advice can or will be given to any student.