

## **SYLLABUS - Special Topics in Occupational Safety and Health Technology (OSHT 1191)**

### **CREDIT**

1 semester credit hour (1 hour lecture)

### **MODE OF INSTRUCTION**

Face to Face. Monday 5.30pm – 6.20pm

### **PREREQUISITE/CO-REQUISITE:**

Passed the writing portion of TSI or other accepted testing instrument.

### **COURSE DESCRIPTION**

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

### **COURSE OBJECTIVES**

Upon completion of the course the student will know how to proactively prepare for a work site inspection, and how to respond to an OSHA inspection and to a citation.

### **INSTRUCTOR CONTACT INFORMATION**

Instructor: **R. Peter Whittaker MHS REHS**

Email: [rpwhittaker@lit.edu](mailto:rpwhittaker@lit.edu)

Office Phone: 409 247 5283

Office Location: MPC 239

Office Hours: **Monday – Thursday 2.00-5.00pm. Friday 11.00am-12.00pm**  
**(Appointment Recommended).**

### **REQUIRED TEXTBOOK AND MATERIALS**

1. OSHA Inspections: Preparation and Response. Author: Rick Kaletsky, 2<sup>nd</sup> Edition. ISBN: 978-0-87912-318-5
2. USB Flashdrive.

### **ATTENDANCE POLICY**

This is an attendance based class. Attendance is required for all scheduled lectures and activities. Attendance and participation account for 10% of the overall class grade (as shown in course evaluation). 3% points will be deducted from your overall grade (up to a maximum of 10%) for each unexcused absence.

Approved: [RPW/8/22/24](#)



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An excused absence will only be granted if the student provides a written justification (for example, by email) which is vetted and approved by the instructor (such as a sickness/injury, or job related requirement). If the student is applying for a job related excused absence documentation must be provided from their employer, including their supervisor’s contact information. A sick note from a Doctor or hospital is required for long term sickness/injury.

**DROP POLICY**

If you wish to drop a course, you are responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an “F” in the course.

**COURSE CALENDAR**

<b>DATE</b>	<b>TOPIC</b>	<b>READINGS (Due on this Date)</b>	<b>ASSIGNMENTS (Due on this Date)</b>
<b><u>Week 1</u> 8/26/24</b>	Course Introduction, Syllabus & Policies, and Outline of Class Presentations of Selected Topic		
<b><u>Week 2</u> 9/2/24</b>	<b>Labor Day Holiday (Campus Closed)</b>	<b>Campus Closed</b>	
<b><u>Week 3</u> 9/9/24</b>	Specific Programs Required by OSHA, Preventive Maintenance, and “Cop Out Excuses for Accidents”	<b>Week 3 Powerpoint</b> Chapter 11 Specific Programs Required by OSHA & Chapter 13 Preventive Maintenance, Chapter 16 pages 103-116 “Cop Out Excuses for Accidents”	
<b><u>Week 4</u> 9/16/24</b>	Safety & Health Committees & Setting Priorities	<b>Week 4 Powerpoint</b> Chapter 14 Safety & Health Committees & Chapter 17 Setting Priorities	
<b><u>Week 5</u> 9/23/24</b>	Training & Education	<b>Week 5 Powerpoint</b> Chapter 18 Training & Education	
<b><u>Week 6</u> 9/30/24</b>	<b>Exam 1</b>		<b><u>Exam 1</u> On Week 1 – 5 Material. 9/30/24.</b>

			<b>Outline of proposal to be submitted in writing 9/30/24</b>
<b><u>Week 7</u></b> <b>10/7/24</b>	Progressive Discipline & Inspections	<b>Week 7 Powerpoint</b> Chapter 19 Progressive Discipline & Chapter 22 Inspections	
<b><u>Week 8</u></b> <b>10/14/24</b>	Incentives & Medical Case Management, and Return to Work	<b>Week 8 Powerpoint</b> Chapter 23 Incentives & Chapter 25 Medical Case Management and Return to Work (pages 191-197)	
<b><u>Week 9</u></b> <b>10/21/24</b>	OSHA Visit Action Plan & The OSHA Visit: Arrival and Entry	<b>Week 9 Powerpoint</b> Chapter 27 OSHA Visit Action Plan & Chapter 28 The OSHA Visit: Arrival and Entry	
<b><u>Week 10</u></b> <b>10/28/24</b>	<b>Exam 2</b>		<b>Exam 2</b> <b>On Week 7 - 9</b> <b>Material.</b> <b>10/28/24</b>
<b><u>Week 11</u></b> <b>11/4/24</b>	The Opening Conference, The Walk-around, The Closing Conference	<b>Week 11 Powerpoint</b> Chapter 29 The Opening Conference, Chapter 30 The Walk-around, Chapter 31 The Closing Conference.	
<b><u>Week 12</u></b> <b>11/11/24</b>	Citation Remedies: The Informal Conference and the Contest, Defenses to Citations	<b>Week 12 Powerpoint</b> Chapter 32 Citation Remedies: The Informal Conference and the Contest, Chapter 33 Defenses to Citations	
<b><u>Week 13</u></b> <b>11/18/24</b>	<b>Class Presentations of Selected Topics</b>		<b>Class Presentations of Selected Topics.</b> <b>11/18/24</b>

<b><u>Week 14</u></b> <b><u>11/25/24</u></b>	<b>Class Presentations of Selected Topics</b>		<b>Class Presentations of Selected Topics. 11/25/24</b>
<b><u>Week 15</u></b> <b><u>12/2/24</u></b>	<b>Exam 3 (12/2/24). Followed by conclusion of Class Presentations of Selected Topics</b>		<b><u>Exam 3</u></b> <b>On Week 11 – 12 Material. 12/2/24.</b> Followed by <b>conclusion of Class Presentations of Selected Topics</b>
<b><u>Week 16</u></b> <b><u>12/9/24</u></b>	<b>Final Exam – Comprehensive</b>		<b>Final Exam – Comprehensive. 12/9/24</b>

### **COURSE EVALUATION**

Final grades will be calculated according to the following criteria:

- |  |     |
|--|-----|
| 1. Class Attendance and Participation              | 10% |
| 2. Three Class Tests (3 x 20%)                     | 60% |
| 3. Class Presentation of Selected Topic/Instrument | 10% |
| 4. Final Exam                                      | 20% |

### **GRADE SCALE**

- 90-100 A
- 80-89 B
- 70-79 C
- 60-69 D
- 0-59 F

### **TECHNICAL REQUIREMENTS**

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

### **DISABILITIES STATEMENT**

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed

disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email [specialpopulations@lit.edu](mailto:specialpopulations@lit.edu). You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](https://www.lit.edu/specialpopulations).

### **STUDENT CODE OF CONDUCT STATEMENT**

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at [www.lit.edu](http://www.lit.edu). Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

### **ARTIFICIAL INTELLIGENCE STATEMENT**

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses.

### **STARFISH**

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.