



Physical Hazards Control (OSHT 1209)
Section 6A1 – Spring 2019
Course Syllabus Class Addendum

Instructor Contact Information

Instructor	Joy Griffin
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Office Phone	409-880-8850
Office Location	Multi Purpose Center (MPC) – Room 240
Office Hours	Spring 2019 MTWTR: 5:00-5:30 pm F: 10:00am-12:00 pm

Course Requirements

1. Students are required to participate in a group project called *The Widget Project*. Each student in the group will be assigned a role and topic to be presented at the end of the semester.
2. Participation in class activities and discussion is mandatory.
3. Students are required to participate in labs.

Assignment Schedule (subject to change with or without notice)

Week 1	Course Introduction and Policies Widget Project Guidelines and Examples & Processes	
Week 2	MLK HOLIDAY, Jan. 21, 2019	
Week 3	Chapter 1: Safety Through Design	pp. 3-21
	Chapter 2: Buildings and Facility Layout	pp. 27-55
Week 4	Chapter 8: Electrical Safety	pp. 221-262
	Preliminary drawings and discussion	
Week 5	Chapter 12: Materials Handling and Storage	pp. 353-384
Week 6	EXAM 1 February 18, 2019	
Week 7	Chapter 13: Hoisting and Conveying Equipment	pp. 389-443

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Week 8	Chapter 14: Ropes, Chains, and Slings (Guest Lecture) pp. 447-474	
Week 9	SPRING BREAK March 11-15, 2019	
Week 10	Chapter 15: Powered Industrial Trucks/Traffic within the plant pp. 477-496	
Week 11	EXAM II March 25, 2019	
Week 12	Chapter 19: Welding and Cutting	pp. 573-596
Week 13	Chapter 9: Fire Protection	pp. 267-315
Week 14	Chapter 10: Flammable and Combustible Liquids	pp. 319-344
Week 15	Presentations: Monday, April 22, 2019	
Week 16	Presentations: Monday April 29, 2019	
	FINAL Monday May 6, 2019	
	*GRADUATION Friday, May 10, 2019	

Additional Course Policies/Information

1. Coming to class prepared is your ticket into the classroom. ***Being prepared is defined as having the following:*** textbook, notebook, pen/pencil, paper, calculator, and completed assignments (such as study questions).
2. All exams are worth *at least* 100 and possibly more points. Any papers, presentations or special projects are worth 100 points. Late work is unacceptable. Refrain from being absent on test nights. ***There are no makeup tests.*** *Remember, YOU are responsible for anything discussed in class; this includes your text assignments, notes, handouts and lectures.
3. **Policy on Final Grade at Semester's End – *Final grades are non-negotiable.*** The grade you earn equals the grade you receive. No extra credit will be awarded so please don't ask.
4. **Academic Integrity:** It shall be considered a breach of academic integrity (*cheating*) to Use or possess on your body any of the following devices during any examination unless It is required for that examination and approved by the instructor: cell phone, smart watch/ Watch phone, laptop, tablet, electronic communication devices (including optical) and Earphones connected to or used as electronic communication devices.

The OSHT Program has a "NO TOLERANCE" policy regarding academic dishonesty. Any student guilty of cheating on tests will be expelled from the OSHT Program.

5. **Attendance.** Perfect attendance means not missing any classes or any portion of a class. This includes not having any tardies or leaving class early.
6. It is YOUR responsibility to sign the roll sheet. If you forget then you are ABSENT. **No one else may sign the roll on your behalf.**
7. You are expected to be in class (in your seat on time.) If you do find yourself in the position of arriving late due to unavoidable circumstances, enter the classroom with the least amount of disruption possible. Some lectures are only 45 minutes in length and coming in late is unacceptable.
8. Class Departure Time – you are required to stay the entire length of each lecture class unless dismissed, as a class, by the instructor.

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9. Cell phones, beepers, headphones and any other electronic communication devices *will* be turned off at all times in class – especially on test nights. **Anyone using their cell phone during class time will be required to leave class for the remainder of the class period.**

Personal Disposition and Behavior in Class – you are now in a higher education environment.

The instructor's expectations are that each student will:

- Demonstrate a positive professional demeanor (behavior, attitude, etc.) throughout this course. Keep any negative comments and remarks to yourself.
- Participate in class discussions when appropriate and indicate your desire to ask questions or make comments to the instructor/class by first raising your hand.
- Demonstrate leadership qualities by initiating study groups with fellow classmates, distributing contact information to fellow group members so that others may contact you, being prepared for class by having assignments ready, reading assignments and/or study questions completed ahead of time.
- Give your full and undivided attention to the instructor during class. This means no side conversations, excessive talking in class, no chatting on cell phones or text messaging, loud yawning, gum popping, etc. ***In the case of disruptive behavior, the instructor reserves the right to ask you to leave the classroom. The instructor also reserves the right not to allow you back in the class.**