



**LAMAR INSTITUTE  
OF TECHNOLOGY**

## Disaster Recovery (EMAP 2355)

### **INSTRUCTOR CONTACT INFORMATION**

Instructor: Tim Ocnaschek  
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Office Phone: 409-839-2967  
Office Location: Technology Center (TC) – Room 116  
Office Hours: BY APPOINTMENT

### **CREDIT**

3 Semester Credit Hours (0 hours lecture, 0 hours lab)

### **MODE OF INSTRUCTION**

Online

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

None

### **COURSE DESCRIPTION**

Policies, concepts, and procedures of recovery. Addresses the various federal and state assistance programs. Emphasizes coordination of damage assessment, preparing documentation, and recovery procedures. This course covers material from the Texas Department of Emergency Management and the Federal Emergency Management Agency course G620. .

### **COURSE OBJECTIVES**

Upon completion of this course, the student will be able to

1. Analyze policies, concepts, and procedures of recovery.
2. Develop a Disaster recovery plan
3. Research best practices

### **REQUIRED TEXTBOOK AND MATERIALS**

1. Disaster Recovery by B. Phillips, 2nd edition. CRC Press. (ISBN number is 978-1-4665-8384-9)
2. All students must register with FEMA and obtain a Student Identification Number (SID; <https://cdp.dhs.gov/femasid/register>).

### **ATTENDANCE POLICY**

1. Except for the introductory week, weekly discussion assignments are due by Wednesday at midnight. Responses to classmate(s) are due by midnight Saturday. Tests are due by midnight Sunday.

2. The Final Project paper is due the week before Finals.

**DROP POLICY**

If you wish to drop a course, you are responsible for initiating and completing the drop process by the specified drop date as listed on the [Academic Calendar](#). If you stop coming to class and fail to drop the course, you will earn an “F” in the course.

**STUDENT EXPECTED TIME REQUIREMENT**

For every hour in class (or unit of credit), students should expect to spend at least two to three hours per week studying and completing assignments. For a 3-credit-hour class, students should prepare to allocate approximately six to nine hours per week outside of class in a 16-week session OR approximately twelve to eighteen hours in an 8-week session. Online/Hybrid students should expect to spend at least as much time in this course as in the traditional, face-to-face class.

**COURSE CALENDAR**

DATE	TOPIC	READINGS (Due on this Date)	ASSIGNMENTS (Due on this Date)
Week 1	Introduction and foundations	<ul style="list-style-type: none"> <li>• Initial Intro Discussion 1</li> <li>• Discussion response(s)</li> <li>• Read Chapter 1: Introduction</li> <li>• Chapter 1 - Discussion 1</li> <li>• Chapter 1 Discussion Responses</li> </ul>	<ul style="list-style-type: none"> <li>• Post by Mar 24</li> <li>• Post by Mar 26</li> <li>• Post by Mar 24</li> <li>• Post by Mar 26</li> </ul>
Week 2	Foundations continued	<ul style="list-style-type: none"> <li>• Read Chapter 2: Conceptual, Theoretical, and Practical Approaches to Disaster Recovery</li> <li>• Chapter 2 – Discussion 1</li> <li>• Chapter 2- Discussion responses</li> </ul>	<ul style="list-style-type: none"> <li>• Post by Mar 29</li> <li>• Post by Apr 1</li> </ul>

		<ul style="list-style-type: none"> <li>• Read Chapter 10 – Social Psychological Recovery</li> <li>• Chapter 10, Discussion 1</li> <li>• Chapter 2 – Discussion 1 Responses</li> <li>• <b>Test 1</b> covering Chapters 1, 2 and 10)</li> </ul>	<ul style="list-style-type: none"> <li>• Post by Mar 29</li> <li>• Post by Apr 1</li> <li>• Post by Apr 2</li> </ul>
Week 3	Recovery Planning and Short-Term Recovery Issues	<ul style="list-style-type: none"> <li>• Read Chapter 3- Disaster Recovery Planning</li> <li>• Chapter 3- Discussion 1</li> <li>• Chapter 3- Discussion 2</li> <li>• Chapter 3- Discussion 1 Responses</li> <li>• Chapter 3- Discussion 2 Responses</li> <li>• Read Chapter 4: Debris Management</li> <li>• Chapter 4- Discussion 1</li> <li>• Chapter 4- Discussion 1 Responses</li> </ul>	<ul style="list-style-type: none"> <li>• Post by Apr 5</li> <li>• Post by Apr 5</li> <li>• Post by Apr 8</li> <li>• Post by Apr 8</li> <li>• Post by Apr 5</li> <li>• Post by Apr 8</li> </ul>
Week 4	Recovery Planning and Short-Term Recovery Issues Continued	<ul style="list-style-type: none"> <li>• Review FEMA IS-559- Disaster Assessment</li> <li>• Read Chapter 5- Environmental Recovery</li> <li>• Chapter 5- Discussion 1</li> <li>• Chapter 5- Discussion Response</li> </ul>	<ul style="list-style-type: none"> <li>• Post by Apr 12</li> <li>• Post by Apr 15</li> </ul>

Week 5	Recovery Planning and Short-Term Recovery Issues Continued	<ul style="list-style-type: none"> <li>• Read Chapter 6- Historic and Cultural Resources</li> <li>• Chapter 6- Discussion 1</li> <li>• Chapter 6- Discussion Responses</li> <li>• <b>TEST 2</b> (over chapters 3, 4, 5, 6, and IS 559)</li> </ul>	<ul style="list-style-type: none"> <li>• Post by Apr 19</li> <li>• Post by Apr 22</li> <li>• Post by Apr 23</li> </ul>
Week 6	Housing and the Public Sector	<ul style="list-style-type: none"> <li>• Read Chapter 7- Housing</li> <li>• Chapter 7- Discussion 1</li> <li>• Chapter 7- Discussion Responses</li> <li>• Read Chapter 8- Business Recovery</li> <li>• Chapter 8- Discussion 1</li> <li>• Chapter 8- Discussion Responses</li> <li>• Read Chapter 9- Infrastructure and Lifelines</li> <li>• Chapter 9- Discussion 1</li> <li>• Chapter 9- Discussion Responses</li> <li>• <b>TEST 3</b> (over Chapters 7,8 and 9)</li> </ul>	<ul style="list-style-type: none"> <li>• Post by Apr 26</li> <li>• Post by Apr 29</li> <li>• Post by Apr 26</li> <li>• Post by Apr 29</li> <li>• Post by Apr 26</li> <li>• Post by Apr 29</li> <li>• Post by Apr 30</li> </ul>
Week 7	Housing and the Public Sector Continued	<ul style="list-style-type: none"> <li>• Read Chapter 11- Public Sector Recovery</li> <li>• Chapter 11- Discussion 1</li> <li>• Chapter 11- Discussion Responses</li> </ul>	<ul style="list-style-type: none"> <li>• Post by May 3</li> <li>• Post by May 6</li> </ul>

		<ul style="list-style-type: none"> <li>Review FEMA IS-2900.a- National Disaster Response Framework (NDRF) Overview</li> <li><b>TEST 4</b> (over Chapter 11 and IS-2900)</li> </ul>	<ul style="list-style-type: none"> <li>Post by May 7</li> </ul>
Week 8	Debris Planning	<ul style="list-style-type: none"> <li>Read Chapter 12- Donations</li> <li>Chapter 12- Discussion 1</li> <li>Chapter 12: Discussion 2</li> <li>Discussion Responses</li> <li>Read Chapter 13- Community Resources</li> <li>Chapter 13- Discussion 1</li> <li>Chapter 13- Discussion Responses</li> <li>Read Chapter 14- Volunteers and Volunteer Management</li> <li>Chapter 14- Discussion 1</li> <li>Chapter 14- Discussion Responses</li> <li>OPTIONAL review and Test from FEMA IS-660- Introduction to Public-Private Partnerships for extra credit</li> <li><b>TEST 5</b> (over Chapters 12, 13 and 14)</li> </ul>	<ul style="list-style-type: none"> <li>Post by May 10</li> <li>Post by May 10</li> <li>Post by May 11</li> <li>Post by May 10</li> <li>Post by May 11</li> <li>Post by May 10</li> <li>Post by May 11</li> <li>Post by May 11</li> </ul>

**COURSE EVALUATION**

Final grades will be calculated according to the following criteria:

- Unit Tests- 60%
- Course Assignments- 40%
- Discussion assignments must be submitted in the following format: Course name, Student name, and date as a header. Answers must be in paragraph format and double-spaced with a 100 word minimum and 250 word maximum.
- After each assignment post, a feedback post is required to at least one fellow student. Lack of a feedback post will result in a 20 point reduction for the assignment grade. Repeated refusal to submit feedback will result in a 30 point reduction for the assignment grade.
- Assignments will be graded up to 7 days after the due date with a 10 point penalty. Assignments later than 7 days will be assessed a 0.
- I will drop the lowest two weekly assignment grades.
- I will drop the lowest test grade.
- There are several FEMA Independent Study courses covered in this class. Upon submission of a FEMA certificate indicating successful completion of the online course, I will add 5 points to the individual test score over that section of the course.
- Tests will be automatically grade and recorded in Blackboard.
- Your final grade will be the average of your weekly discussions, tests and the Final Project...

#### **GRADING SCALE**

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

LIT does not use +/- grading scales

#### **ACADEMIC DISHONESTY**

Students found to be committing academic dishonesty (cheating, plagiarism, or collusion) may receive disciplinary action. Students need to familiarize themselves with the institution's Academic Dishonesty Policy available in the Student Catalog & Handbook at <http://catalog.lit.edu/content.php?catoid=3&navoid=80#academic-dishonesty>.

#### **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 \(lit.edu\)](#).

### **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.

### **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.

### **ADDITIONAL COURSE POLICIES/INFORMATION**

1. Students are expected to use proper net etiquette while participating in course emails, assignment submissions, and online discussions
2. Log onto Blackboard at least once per week.
3. Students must engage in weekly discussions and feedback to classmates
4. All students must register with FEMA and obtain a Student Identification Number (SID; <https://cdp.dhs.gov/femasid/register>).
5. Assignments' grades may be accessed through My Grades in Blackboard. Each assignment shows your grade and any comments I make on your assignment.
6. There are three FEMA Independent Study courses covered in this class, IS-559, IS-2900, IS-660 (voluntary). Upon submission of a FEMA certificate indicating successful completion of the online course, I will add 5 points to the individual test score over that section of the course.
7. Due to the short semester, some adjustments in discussion assignments may be made as needed during the course.

