INSTRUCTOR INFORMATION:
Dr. Jeremy K. Higgins; EdD, MBA, BS, CHMM, CPEA, CPM, RSO
430 East Austin, EHS&RM Building
(936) 468-4532
higginsjk@sfasu.edu

Department: Environmental Science

Course Description: ENVR 5175 Advanced Environmental Graduate Studies – Two semester hours, two hours lecture per week. This course will provide the student with real-world experience in environmental health, safety, and risk management practices. Course includes: EHSRM policy and procedure review, workers compensation, insurance documentation of rental and use of university vehicles, OSHA policy and research review, and accident/injury investigation procedures etc.

Program Learning Outcomes: M.S. Environmental Science
1. Demonstrate competency in environmental health, safety, and risk management;
2. Demonstrate understanding in environmental health, safety, and risk management;
3. Demonstrate understanding in environmental health, safety, and risk management; and professional ethics;
4. Demonstrate competency critical thinking communicated through a written paper;
5. Demonstrate preparation to pursue a professional career and/or graduate degree programs.

<table>
<thead>
<tr>
<th>Course</th>
<th>PLO 1 Risk Assessment</th>
<th>PLO2 Risk Management</th>
<th>PLO3 EHSRM Policy &amp; Professional Ethics</th>
<th>PLO4 Critical Thinking, Oral &amp; Written Communication</th>
<th>PLO5 Professional Career &amp;/or Graduate Degree Program</th>
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</thead>
<tbody>
<tr>
<td>ENVR 5175</td>
<td>M</td>
<td>M</td>
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<tr>
<td>N/A – Not Applicable</td>
<td>B-Basic</td>
<td>I-Intermediate</td>
<td>A-Advanced</td>
<td>M-Mastery</td>
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Definition of Rating Categories:
1. N/A – Not Applicable – course does not support the Program Learning Outcome.
2. B – Basic – course supports Program Learning Outcome by providing students with fundamental information, definitions, concepts, and lab activities.
3. I – Intermediate – course supports Program Learning Outcome by providing students with topic-specific information, concepts, applications, and lab activities that increase the students’ skills in making tactical implementation decisions relative to the expected outcomes.
4. A – Advanced – course supports Program Learning Outcome by providing students with transitional, high level topic-specific information, activities, and opportunities that enable the students to apply their critical thinking and tactical skills to resolved increasingly challenging strategic situations.

5. M – Mastery – course supports Program Learning Outcome by providing students with opportunities to independently apply tactical and strategic planning skills to successfully accomplish real-world, non-academic management objectives. Completes students’ preparedness for entry-level professional activity accomplishment.

Student Learning Outcomes: The primary objective of this course is to make the student aware of principles and procedures in risk management.

Course Policies
A. Grading System – There will be a written report due at the end of the semester.

Written Report
Each student will be expected to write a five-to-ten-page report that demonstrate a full understanding of what was learned and accomplished throughout the semester and how risk management can be applied in pursuing a professional career and/or a graduate degree program.

B. Grading Scale – This course is a Pass/Fail course.

C. Late Assignments – This course is Pass/Fail, missing the deadline to submit the written report will result in a Fail for the course.

D. Attendance - While attendance is not taken in the course, regular attendance will be needed to succeed in the course.

EMAIL: Please check your Jack email account regularly. Email will be the official tool for communicating important reminders, announcements, and further assignment directions.

General Student Policies
The following policies apply to all students enrolled in courses at Stephen F. Austin State University.

A. Academic Integrity
The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities.
Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements.

Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

B. Withheld Grades Semester Grades Policy (5.5)
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the coursework because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course to compute the grade point average. For additional information, go to https://www.sfasu.edu/policies/course-grades-5.5.pdf.

C. Students with Disabilities
To obtain disability-related accommodations, alternate formats, and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services promptly may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/

D. Student Wellness and Well-Being
SFA values students’ overall well-being, mental health and the role it plays in academic and overall student success. Students may experience stressors that can impact both their academic experience and their personal well-being. These may include academic pressure and challenges associated with relationships, emotional well-being, alcohol and other drugs, identities, finances, etc.

If you are experiencing concerns, seeking help, SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.
On-campus Resources:
The Dean of Students Office
Rusk Building, 3rd floor lobby
www.sfasu.edu/deanofstudents
936-468-7249

SFASU Human Services Counseling Clinic
Human Services, Room 202
www.sfasu.edu/humanservices/139.asp
936-468-1041

The Health and Wellness Hub “The Hub”
Location: corner of E. College and Raguet St.
To support the health and well-being of every Lumberjack, the Health and Wellness Hub offers comprehensive services that treat the whole person – mind, body, and spirit. Services include:
- Health Services
- Counseling Services
- Student Outreach and Support
- Food Pantry
- Wellness Coaching
- Alcohol and Other drug Education

Crisis Resources:
Burke 24-hour crisis line: 1(800) 392-8343
National Suicide Crisis Prevention 9-8-8
Suicide Prevention Lifeline: 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741
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<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>August 30</td>
<td>Syllabus</td>
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<tr>
<td>2</td>
<td>September 6</td>
<td>Introduction to Environmental Health, Safety and Risk Management</td>
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<td>3</td>
<td>September 13</td>
<td>Review EHSRM Handbook of Operating Procedures (HOPs) at SFA</td>
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<td>4</td>
<td>September 20</td>
<td>Worker’s compensation policies at SFA</td>
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<td>5</td>
<td>September 27</td>
<td>Worker’s compensation: Accident and Injury procedures</td>
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<tr>
<td>6</td>
<td>October 4</td>
<td>Worker’s compensation: Accident and Injury claims</td>
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<tr>
<td>7</td>
<td>October 11</td>
<td>Insurance policies and procedures at SFA</td>
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<td>8</td>
<td>October 18</td>
<td>Cyber Insurance</td>
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<td>9</td>
<td>October 25</td>
<td>Auto insurance</td>
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<td>10</td>
<td>November 1</td>
<td>Inland Marine</td>
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<tr>
<td>11</td>
<td>November 8</td>
<td>OSHA – Hazard identification and risk assessment overview</td>
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<td>12</td>
<td>November 15</td>
<td>Review OSHA publications relating to risk management</td>
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<td>13</td>
<td>Thanksgiving Holiday, November 20-24</td>
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<td>14</td>
<td>November 29</td>
<td>Hands-on practice in Risk management at EHSRM department</td>
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<tr>
<td>15</td>
<td>December 6</td>
<td>Hands-on practice in Risk management at EHSRM department</td>
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<tr>
<td>16</td>
<td>December 11</td>
<td>Final Exam Week</td>
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<td>Written report is due.</td>
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Graduation December 15th & 16th!!!

**This course schedule is tentative and is based upon available tasks.**