Syllabus

Course: Disaster Planning and Control

Course & Section: FES 4825

Credit Hours: 3

Session:

** On-line

** THERE MAY BE TIMES SCHEDULED FOR ON-LINE MEETINGS.

Instructor: Ronnie Gill

Email: rgill@ufl.edu

Bio for Ronnie Gill

Ronnie Gill Jr. has over 30 years of public safety experience with the last five years as the Director of the Office of Emergency Management for Prince George's County, Maryland. Mr. Gill was previously employed with the District of Columbia Fire & Emergency Medical Services Department and retired after 25 years as the Deputy Fire Chief of Special Operations and Homeland Security. Under his direction, the Office of Emergency Management provides oversight and coordination for emergency and disaster consequence management planning, response and recovery operations for Prince George's County. Director Gill currently Chairs the National Capitol Region's (NCR) Emergency Managers Committee and is a member of the Maryland Governor's Emergency Management Advisory Council. Gill is a Certified Emergency Manager.

Mr. Gill is a graduate of the Executive Fire Officer Program National Fire Academy, United States Fire Administration. Mr. Gill earned his Associate and Bachelor of Fire Science Degrees from the University of the District of Columbia and Masters of Science in Management from the Johns Hopkins University. In addition, he is pursuing a Doctorate of Philosophy in Fire and Emergency Management from Oklahoma State

Office Hours: You can email me any time. I will check email daily once the course begins.

**Course Website: http://lss.at.ufl.edu

** Course Communications: There is a General Discussion tab that can be used, or send me an email through the course email.

**Required Text: Disaster Planning and Control, (2009); 3rd edition William Kramer, PennWell
Corp. http://www.pennwellbooks.com/diplandco.html ISBN: 1593701896**

**Additional Resources: Use resources on the course site under the Resource tab

**Course Description: This course examines concepts and principles of community risk assessment, planning, and response to fires and natural and human-caused disasters, including National Incident Management System--Incident Command Systems (NIMS ICS), mutual aid and automatic response, training and preparedness, communications, civil disturbances, terrorist threats/incidents, hazardous materials planning, mass casualty incidents, earthquake preparedness, and disaster mitigation and recovery.

**Prerequisite Knowledge and Skills: None

Purpose of Course: *This course examines concepts and principles of community risk assessment, planning, and response to fires and natural and human-caused disasters, including National Incident Management System--Incident Command Systems (NIMS ICS), mutual aid and automatic response, training and preparedness, communications, civil disturbances, terrorist threats/incidents, hazardous materials planning, mass casualty incidents, earthquake preparedness, and disaster mitigation and recovery.*

Course Goals and/or Objectives: By the end of this course, students will:

1. *Discuss the importance of disaster planning, preparation, and mitigation.*
2. *Evaluate the hazard assessment processes and the role of the firefighter in community disaster planning and recovery.*
3.   *Assess hazard response and planning procedures.*
4.   *Define the impact of hazard occurrence on community response.*
5.   *Define the parameters and effectiveness of an Emergency Operations Plan (EOP) and its components.*
6.   *Differentiate the multilevel agency responsibilities in disaster mitigation.*
7. *Define the relationships between disaster planning, mitigation, and recovery.*

** How This Course Relates to the Student Learning Outcomes in the FIRe emergency services program: *Identify and demonstrate proper knowledge and use of comprehensive emergency management/command and control skills in major catastrophic incidents in fire and emergency services.*

**Teaching Philosophy: I am looking for students to demonstrate a working knowledge of the subject. You need to be creative when you complete your assignments while maintaining a professional appearance of your work. Your work needs to be complete and in such a manner that someone can pick up your document and understand what you are trying to convey. And most of all your work needs to be supported with research and cited in properly in APA format.

Please take the time to review the powerpoint presentation on APA style at this link: https://owl.english.purdue.edu/owl/resource/560/17/ (Links to an external site.). Students lose valuable points on assignments because they do not take the time to understand APA style and utilize citations correctly. For each written assignment, include a title page, abstract, and reference page along with the body of content. There is a grading rubric included in the Final Project Module that will provide a guideline as to how written assignments are evaluated.

Additionally, practice using various resources for information other than websites. If you plan on continuing your education at the post-graduate level, you will be required to use journal and peer-reviewed articles so start using a

diverse range of references now. This will also assist in developing more of an analytical style to your writing instead of using personal opinion.

**Instructional Methods: The course is designed for individual and group interactivity. It is important to post and respond to discussion questions in the course within the time frame allotted. This provides a learning environment by networking with other students in the course. The assignments are individual base to give you the opportunity to do a variety of activities, in many cases, similar to what you will be doing in role as a leader in the emergency services profession.

Course Policies:

Attendance Policy: The course is designed in module format. You should check the site at least once a week. **You are required to complete the assignments including discussion questions within the time period designated on the module. In order to receive full credit for discussion posts, one original post of 500 words is required, as well as two substantive replies (at least 300 words) to discussion posts by other students in the program.** There may be meetings set up throughout the course. *Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found in the online catalog at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.*

**Quiz/Exam Policy: There is a final project for this course. There are no exams or quizzes.

Make-up Policy: *You must contact me if you are going to be late on any assignment to receive credit.*

**Assignment Policy: All assignments have a due date. Please be sure to check the date and time it is due in each module.

Late Assignments and Discussion Posts

Assignments 48 hours late will receive a 10% deduction in their grade.

Assignments more than 48 hours but less than 30 days late will receive a 20% deduction in their grade.

Assignments more than 30 days late but submitted during the semester will receive a 50% deduction in their grade.

Discussions more than 48 hours late will receive a 25% deduction in their grade.

Discussions more than 96 hours later will receive a 50% deduction in their grade.

Please note that any student have less than 75% of their work complete for the semester cannot earn an "I" contract. If you have 75% of the work complete, you can propose an I contract to the instructor.

It is your responsibility to keep your instructor informed at all times. The instructor does have the right under extenuating circumstances with proper notification to assist the student by extending the above time requirements.

**Course Technology: Class meetings will require a web camera and mic/audio. If you are not able to use a web camera you will need to at least provide audio/mic, you can call in on a phone also.

** UF's honesty policy

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obliged to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor of in this class.

UF Policies:

University Policy on Accommodating Students with Disabilities: Students requesting accommodation for disabilities must first register with the Dean of Students Office (http://www.dso.ufl.edu/drc/). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

University Policy on Academic Misconduct: Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at http://www.dso.ufl.edu/students.php.

**Netiquette: Communication Courtesy: All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. [Describe what is expected and what will occur as a result of improper behavior] http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf

Getting Help:

For issues with technical difficulties for E-learning in Sakai, please contact the UF Help Desk at:

- Learning-support@ufl.edu
- (352) 392-HELP - select option 2
- https://lss.at.ufl.edu/help.shtml

** Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Other resources are available at http://www.distance.ufl.edu/getting-help for:

- Counseling and Wellness resources
- Disability resources
- Resources for handling student concerns and complaints
- Library Help Desk support

Should you have any complaints with your experience in this course please visit http://www.distance.ufl.edu/student-complaints to submit a complaint.

Course schedule:

Week 1	Introduction – online post Read Syllabus and review course content Disaster Planning Assign Module One – Discussion and Assignment Assign Final Project
Week 2	Historical Lessons
Week 3	Training and Preparation Module one Discussion and Assignment due
Week 4	Organizational Structure and Incident Command Assignment Module Two – Discussion and Assignment
Week 5	Resource Management and Augmentation Communications and Information Management
Week 6	Transportation Disasters Hazardous Materials Disasters Module Two discussion and assignment due
Week 7	Homeland Security and Civil Disorder Assign Module Three discussion and assignment
Week 8	Terrorism Catastrophic Fires
Week 9	Mass Casualties and Mass Evacuation Module Three discussion and assignment due
Week 10	Weather Related natural Disasters Assign Module Four discussion and assignment
Week 11	Terrain-based Natural Disasters
Week 12	Aftermath and recovery Module four discussion and assignment due Final Project due

Grading Policies:

The grade is based on a point system. You divide the total number of earned points into the total amount of points available to determine your grade. A grading rubric for the final project is under the Resource Tab on the course.

Assignment	Points or percentage
Grading Discussion Participation – 15 points each discussion	75 points
Homework Assignments – points each assignment	75 points
Final Project - comprehensive and applied	100 points
Total Grade	**250 points**

Grading Scale

A = 93.0 to 100%   C   = 73.0 to 76.9
A- = 90.0 to 92.9   C- = 70.0 to 72.9
B+ = 87.0 to 89.9   D+ = 67.0 to 69.9
B   = 83.0 to 86.9   D   = 63.0 to 66.9
B- = 80.0 to 82.9   D- = 60.0 to 62.9
C+ = 77.0 to 79.9   F   = below 60

Evaluation process:

Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three

Weeks of the semester, but students will be given specific times when they are open.

Summary results of these assessments are available to students at

https://evaluations.ufl.edu.