

# Cover Sheet: Request 13099

## EIN 4216 Occupational Safety Engineering

### Info

Process	Course New Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Serdar KiriI kiriI@ise.ufl.edu
Created	9/26/2018 3:32:41 PM
Updated	10/23/2018 9:11:43 AM
Description of request	New course

### Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	ENG - Industrial and Systems Engineering 011906000	Serdar KiriI	New course request	9/27/2018
No document changes					
College	Conditionall Approved	ENG - College of Engineering	Heidi Dublin	Occupational is misspelled on the form and in the request title. Both should be fixed. Course description doesn't need to list the credit. Include both syllabi for undergrad/grad. Remove lecturer column. Submit by noon tomorrow to have this added to the agenda for the 10/11 faculty council meeting.	10/2/2018
No document changes					
Department	Approved	ENG - Industrial and Systems Engineering 011906000	Serdar KiriI	Corrected a typo in the request	10/2/2018
No document changes					
College	Approved	ENG - College of Engineering	Heidi Dublin	Approved by the HWCOE Curriculum Committee and Faculty Council	10/23/2018
Syllabus - Occupational Engineering 6905.pdf					10/2/2018
Syllabus - Occupational Engineering 4905.pdf					10/2/2018
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			10/23/2018
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					

Step	Status	Group	User	Comment	Updated
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

## Course|New for request 13099

### Info

**Request:** EIN 4216 Occupational Safety Engineering  
**Description of request:** New course  
**Submitter:** Serdar Kirli kirli@ise.ufl.edu  
**Created:** 10/2/2018 11:30:12 AM  
**Form version:** 4

### Responses

**Recommended Prefix** EIN  
**Course Level** 4  
**Number** 216  
**Category of Instruction** Joint (Ugrad/Grad)  
**Lab Code** None  
**Course Title** Occupational Safety Engineering  
**Transcript Title** Occupational Safety  
**Degree Type** Baccalaureate

**Delivery Method(s)** On-Campus

**Co-Listing** Yes

**Co-Listing Explanation** Graduate students will receive 3-5 peer-reviewed research articles each week associated

with the lecture topic provided by the instructor. The primary aim for research articles is to provide graduate students extra exposure to state-of-the-art occupational safety research methods and results, in addition to the reference book and lecture. Graduate students are expected to review 30-50 articles for this course (i.e. 6905).

By the end of the semester, graduate students will be required to write a 3000-word report on the occupational safety research. In the report they need to cite at least 20 peer-review articles that outside the scope of the ones they receive from the instructor.

**Effective Term** Earliest Available

**Effective Year** Earliest Available

**Rotating Topic?** No

**Repeatable Credit?** No

**Amount of Credit** 3

**S/U Only?** No

**Contact Type** Regularly Scheduled

**Weekly Contact Hours** 3

**Course Description** Safety history and litigation; accident causation; safety organizations and agencies. Approaches

to occupational safety and risk management. Product defects and safety program development; product liability; consumer product safety commission. Hazard communication standard. Workers' compensation. OSHA safety standards and codes; OSHA record keeping. Common occupational hazards.

**Prerequisites** instructor permission

**Co-requisites** none.

**Rationale and Placement in Curriculum** UF ISE is expanding into the area of Human Systems Engineering. Currently, this area, which is an important sub-discipline of Industrial Engineering, is not represented in the undergraduate curriculum at all.

This course will benefit our students by exposing them to the area of Occupational Safety, filling an important need and making them more well-rounded.

Furthermore, lack of the Human Engineering component in our curriculum has been identified by our ABET mock reviewer as a concern that needs to be addressed.

**Course Objectives** To develop:

(1) a familiarity with safety and historical litigation;

- (2) knowledge of the pillars of occupational safety and methods for application;
- (3) an understanding of product safety programs and risk management;
- (4) knowledge of hazard communication methods;
- (5) an understanding of Workers' Compensation systems;
- (6) a familiarity with OSHA standards and codes and recordkeeping;
- (7) knowledge of human behavior as related to safety;
- (8) knowledge on industrial hazards and related safety standards; and
- (9) familiarity with safety activities related to accidents.

**Course Textbook(s) and/or Other Assigned Reading Required:**

Safety and Health for Engineers (3rd edition), Roger L. Brauer, Wiley, 2016

Recommended:

Occupational Safety and Health for Technologists, Engineers, and Managers (9th edition), David L. Goetsch, Pearson, 2018

**Weekly Schedule of Topics Week 1 :**

Introduction and definitions; Injury statistics; History of safety and safety litigation; Safety organizations (professional and certification); Pillars of safety

Week 2:

(a) Accident causation and statistics; Safety agencies (OSHA, DOL)

(b) Approaches to occupational safety and hygiene; Job safety analysis; Risk management; Risk communication

Week 3:

(a) Product liability and safety litigation; Product liability terms; History of product liability; Product liability today

(b) Safety legal terms; Fact witness; Expert witness; Product defects; Legal precedence; Product safety program (development, oversight, evaluation, recordkeeping, literature); Product recalls

(c) Product liability handout; Corporate policies; Courtroom liability

Week 4:

(a) Consumer product safety commission; NEISS; Consumer product safety act.

(b) Hazard communication standard; Chemical hazards; Worker-right-to-know; Labeling; DOT HazMAT; MSDS; Global harmonization system

Week 5:

(a) Workers' compensation (WC) – Components of system; Insurance premiums; Types of injuries; Reporting procedures; Medical treatment

(b) WC – Types of benefits; NC Law; Benefit calculations

Week 6:

(a) OSHA Act – General Duty Clause; Standards development; Variances; OSHA reporting; Inspections and citations; Examples; Enhanced Enforcement Policy; Appeals and contests; Employer/Employee rights; Keeping up-to-date

(b) Safety standards and codes – General Industry and subparts; Maritime and long shoring; Construction and subparts; Standards organizations; ANSI and UL; Continuum of safety terms

Week 7:

Workplace stress – Definition, sources, causes; Relationship with accidents; Reactions; Shiftwork; Circadian rhythms; Safety strategies; Compensation

Week 8: Exam-1

Week 9: Spring Break

Week 10:

OSHA record keeping – Reporting requirements; Logs; Incident rates; Exceptions; Examples

Week 11:

Thermal Stress – Body regulation of heat; Heat hazards; Heat Stress Index; Temperature measurement; Heat stress prevention; Cold stress; Cold stress prevention

Week 12:

Electrical Hazards – Regulations; Basics of electricity; Shock; Physiological effects; Static electricity; Hazard types; Prevention and insulation; PPE; Guarding; Grounding; Safe work practices; Voltage testing

Week 13:

Industrial Noise & Vibration Hazards – Definitions; Ear anatomy; Sound properties and pressure; Classes of noise; Combining sources; Measuring sound; Health hazards; Standards and regulations; Guidelines; Dosage calculations; Hearing protection

Week 14:

(a) Fall Hazards and Protection; Types of falls; Causes; Regulations; Walking surfaces and slip measurement; Holes/openings; Guardrails; Stairways; Portable and fixed ladder safety; Fall

protection systems; Swing protection; Scaffolding.

Week 15:

Fire protection – Example incidents; Common myths; Burn classifications; NFPA diamond; Fire triangle; Fire behavior; Fire prevention; Fire load; Vapor volume; Fire classification; Extinguishers; Alarms and hoses; Egress; Safety violations; Types of explosions; Hazards of explosions.

Week 16:

Emergency planning – Example plan; Medical response; Standards; Evacuation; Psychological trauma; Disaster recovery

**Links and Policies** Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, <https://www.dso.ufl.edu/drc>) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Course Evaluation

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu/evals>. 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/results/>.

University 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 (<https://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 obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: <http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

Campus Resources:

Health and Wellness

U Matter, We Care:

If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) or 352 392-1575 so that a team member can reach out to the student.

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)  
Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to [Learningsupport@ufl.edu](mailto:Learningsupport@ufl.edu). <https://lss.at.ufl.edu/help.shtml>.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.

Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <https://teachingcenter.ufl.edu/>.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <https://writing.ufl.edu/writing-studio/>.

Student Complaints Campus: [https://www.dso.ufl.edu/documents/UF\\_Complaints\\_policy.pdf](https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf).

On-Line Students Complaints: <http://www.distance.ufl.edu/student-complaint-process>.

**Grading Scheme** Evaluation of Grades  
Assignment

Total Points

% of Final Grade

Library assignment 25

8.3%

Record keeping exercise 25

8.3%

Midterm Exam

100

33.3%

Worker's compensation benefit calculations

25

8.3%

Noise exposure calculations 25 8.3%

Final Exam

100

33.3%

Total

100%

Grading Policy

Percent Grade	Grade	Points
90.0 - 100.0	A	4.00
87.0 - 89.9	A-	3.67
84.0 - 86.9	B+	3.33
81.0 - 83.9	B	3.00
78.0 - 80.9	B-	2.67
75.0 - 79.9	C+	2.33
72.0 - 74.9	C	2.00
69.0 - 71.9	C-	1.67
66.0 - 68.9	D+	1.33
63.0 - 65.9	D	1.00
60.0 - 62.9	D-	0.67
0 - 59.9	E	0.00

**Instructor(s)** Dr. Boyi Hu

## **Occupational Safety Engineering**

EGN 4905

**Class Periods:** Days of week, period, and corresponding time of day

**Location:** N/A

**Academic Term:** Spring 2019

### ***Instructor:***

Name: Boyi Hu

Email Address: boyihu@ise.ufl.edu

Office Phone Number: 3522947701

Office Hours: N/A

### ***Teaching Assistants:***

Please contact through the Canvas website

- N/A
- N/A

### ***Course Description***

Safety history and litigation; accident causation; safety organizations and agencies. Approaches to occupational safety and risk management. Product defects and safety program development; product liability; consumer product safety commission. Hazard communication standard. Workers' compensation. OSHA safety standards and codes; OSHA record keeping. Common occupational hazards.

### ***Course Pre-Requisites / Co-Requisites***

With instructor permission.

### ***Course Objectives***

To develop:

- (1) a familiarity with safety and historical litigation;
- (2) knowledge of the pillars of occupational safety and methods for application;
- (3) an understanding of product safety programs and risk management;
- (4) knowledge of hazard communication methods;
- (5) an understanding of Workers' Compensation systems;
- (6) a familiarity with OSHA standards and codes and recordkeeping;
- (7) knowledge of human behavior as related to safety;
- (8) knowledge on industrial hazards and related safety standards; and
- (9) familiarity with safety activities related to accidents.

### ***Materials and Supply Fees***

N/A

### ***Required Textbooks and Software***

- Safety and Health for Engineers (3<sup>rd</sup> edition)
- Roger L. Brauer
- Wiley, 3<sup>rd</sup> edition, 2016
- 978-1118959459





4	Refer to Lecture Notes  Chapter 24  <b>Library assignment.</b>	- Consumer product safety commission; NEISS; Consumer product safety act.  - Hazard communication standard; Chemical hazards; Worker-right-to-know; Labeling; DOT HazMAT; MSDS; Global harmonization system
5	Chapter 6	- Workers' compensation (WC) – Components of system; Insurance premiums; Types of injuries; Reporting procedures; Medical treatment. - WC – Types of benefits; NC Law; Benefit calculations. <b>(Begin WC assignment.)</b>
6	Refer to Lecture Notes  Chapter 5  <b>Workers' Compensation benefit calculations.</b>	- OSHA – General Duty Clause; Standards development; Variances; OSHA reporting; Inspections and citations; Examples; Enhanced Enforcement Policy; Appeals and contests; Employer/Employee rights; Keeping up-to-date.  - Safety standards and codes – General Industry and subparts; Maritime and long shoring; Construction and subparts; Standards organizations; ANSI and UL; Continuum of safety terms.
7	Chapter 31	- Workplace stress – Definition, sources, causes; Relationship with accidents; Reactions; Shift-work; Circadian rhythms; Safety strategies; Compensation.  <b>- Exam Review</b>
8	<b>Exam 1</b>	
9	N/A	<b>(Spring Break)</b>
10	Chapter 8	- OSHA record keeping – Reporting requirements; Logs; Incident rates; Exceptions; Examples.

		<b>(Begin record keeping exercise.)</b>
11	Chapter 18  <b>Record keeping Exercise.</b>	- Thermal Stress – Body regulation of heat; Heat hazards; Heat Stress Index; Temperature measurement; Heat stress prevention; Cold stress; Cold stress prevention.
12	Chapter 12	- Electrical Hazards – Regulations; Basics of electricity; Shock; Physiological effects; Static electricity; Hazard types; Prevention and insulation; PPE; Guarding; Grounding; Safe work practices; Voltage testing.
13	Chapter 23	Industrial Noise & Vibration Hazards – Definitions; Ear anatomy; Sound properties and pressure; Classes of noise; Combining sources; Measuring sound; Health hazards; Standards and regulations; Guidelines; Dosage calculations; Hearing protection. <b>(Begin noise assignment.)</b>
14	Chapter 11  <b>Noise exposure calculations.</b>	- Fall Hazards and Protection – Types of falls; Causes; Regulations; Walking surfaces and slip measurement; Holes/openings; Guardrails; Stairways; Portable and fixed ladder safety; Fall protection systems; Swing protection; Scaffolding.
15	Chapter 16	- Fire protection – Example incidents; Common myths; Burn classifications; NFPA diamond; Fire triangle; Fire behavior; Fire prevention; Fire load; Vapor volume; Fire classification; Extinguishers; Alarms and hoses; Egress; Safety violations; Types of explosions; Hazards of explosions.

16	Chapters 29 and 38 (pp. 564-566)	- Emergency planning – Example plan; Medical response; Standards; Evacuation; Psychological trauma; Disaster recovery.
	<b>(Study on-line exam review.)</b>	<b>- Exam Review</b>

**Attendance Policy, Class Expectations, and Make-Up Policy**

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**Evaluation of Grades**

Assignment	Total Points	Percentage of Final Grade
Library assignment	25	8.3%
Record keeping exercise	25	8.3%
Midterm Exam	100	33.3%
Worker’s compensation benefit calculations	25	8.3%
Noise exposure calculations	25	8.3%
Final Exam	100	33.3%
Total		100%

**Grading Policy**

Percent	Grade	Grade Points
90.0 - 100.0	A	4.00
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72.0 - 74.9	C	2.00
69.0 - 71.9	C-	1.67
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63.0 - 65.9	D	1.00
60.0 - 62.9	D-	0.67
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### ***Software Use***

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

### ***Student Privacy***

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: <http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

### ***Campus Resources:***

#### *Health and Wellness*

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**University Police Department** at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

#### *Academic Resources*

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<https://lss.at.ufl.edu/help.shtml>.

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**Writing Studio**, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.  
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## **Occupational Safety Engineering**

EGN 6905

**Class Periods:** N/A

**Location:** N/A

**Academic Term:** Spring 2019

### ***Instructor:***

Name: Boyi Hu

Email Address: boyihu@ise.ufl.edu

Office Phone Number: 3522947701

Office Hours: N/A

### ***Teaching Assistants:***

Please contact through the Canvas website

- N/A
- N/A

### ***Course Description***

Safety history and litigation; accident causation; safety organizations and agencies. Approaches to occupational safety and risk management. Product defects and safety program development; product liability; consumer product safety commission. Hazard communication standard. Workers' compensation. OSHA safety standards and codes; OSHA record keeping. Common occupational hazards.

### ***Course Pre-Requisites / Co-Requisites***

With instructor permission.

### ***Course Objectives***

To develop:

- (1) a familiarity with safety and historical litigation;
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- (8) knowledge on industrial hazards and related safety standards; and
- (9) familiarity with safety activities related to accidents.

### ***Materials and Supply Fees***

N/A

### ***Required Textbooks and Software***

- Safety and Health for Engineers (3<sup>rd</sup> edition)
- Roger L. Brauer
- Wiley, 3<sup>rd</sup> edition, 2016
- 978-1118959459



4	<p>Chapter 24</p> <p>Extra reading materials prepared by the instructor.</p> <p><b>Library assignment.</b></p>	<p>- Consumer product safety commission; NEISS; Consumer product safety act.</p> <p>- Hazard communication standard; Chemical hazards; Worker-right-to-know; Labeling; DOT HazMAT; MSDS; Global harmonization system</p>
5	<p>Chapter 6</p> <p>Extra reading materials prepared by the instructor.</p>	<p>- Workers' compensation (WC) – Components of system; Insurance premiums; Types of injuries; Reporting procedures; Medical treatment.</p> <p>- WC – Types of benefits; NC Law; Benefit calculations. <b>(Begin WC assignment.)</b></p>
6	<p>Chapter 5</p> <p>Extra reading materials prepared by the instructor.</p> <p><b>Workers' Compensation benefit calculations.</b></p>	<p>- OSHAct – General Duty Clause; Standards development; Variances; OSHA reporting; Inspections and citations; Examples; Enhanced Enforcement Policy; Appeals and contests; Employer/Employee rights; Keeping up-to-date.</p> <p>- Safety standards and codes – General Industry and subparts; Maritime and long shoring; Construction and subparts; Standards organizations; ANSI and UL; Continuum of safety terms.</p>
7	<p>Chapter 31</p> <p>Extra reading materials prepared by the instructor.</p>	<p>- Workplace stress – Definition, sources, causes; Relationship with accidents; Reactions; Shift-work; Circadian rhythms; Safety strategies; Compensation.</p> <p><b>- Exam Review</b></p>
8	<b>Exam 1</b>	
9	N/A	<b>(Spring Break)</b>
10	Chapter 8	<p>- OSHA record keeping – Reporting requirements; Logs; Incident rates; Exceptions; Examples.</p>



		<b>(Begin record keeping exercise.)</b>
11	Chapter 18  5 peer-review research papers prepared by the instructor.  <b>Record keeping Exercise. Begin semester literature review project.</b>	- Thermal Stress – Body regulation of heat; Heat hazards; Heat Stress Index; Temperature measurement; Heat stress prevention; Cold stress; Cold stress prevention.
12	Chapter 12  5 peer-review research papers prepared by the instructor.	- Electrical Hazards – Regulations; Basics of electricity; Shock; Physiological effects; Static electricity; Hazard types; Prevention and insulation; PPE; Guarding; Grounding; Safe work practices; Voltage testing.
13	Chapter 23  5 peer-review research papers prepared by the instructor.	Industrial Noise & Vibration Hazards – Definitions; Ear anatomy; Sound properties and pressure; Classes of noise; Combining sources; Measuring sound; Health hazards; Standards and regulations; Guidelines; Dosage calculations; Hearing protection. <b>(Begin noise assignment.)</b>
14	Chapter 11  5 peer-review research papers prepared by the instructor.  <b>Noise exposure calculations.</b>	- Fall Hazards and Protection – Types of falls; Causes; Regulations; Walking surfaces and slip measurement; Holes/openings; Guardrails; Stairways; Portable and fixed ladder safety; Fall protection systems; Swing protection; Scaffolding.
15	Chapter 16  5 peer-review research papers prepared by the instructor.	- Fire protection – Example incidents; Common myths; Burn classifications; NFPA diamond; Fire triangle; Fire behavior; Fire prevention; Fire load; Vapor volume; Fire classification; Extinguishers; Alarms and hoses; Egress;

	<b>Semester literature review project due.</b>	Safety violations; Types of explosions; Hazards of explosions.
16	Chapters 29 and 38 (pp. 564-566)	- Emergency planning – Example plan; Medical response; Standards; Evacuation; Psychological trauma; Disaster recovery.  <b>- Exam Review</b>

You will receive 3-5 peer-reviewed research articles each week that associated with the lecture topic provided by the instructor. The primary aim for these research articles is to provide you with extra exposure to state-of-the-art occupational safety researches methods and results, in addition to the reference book and lecture.

By the end of the semester, you will be required to write a 3000 words report on the occupational safety research. In the report you will need to cite at least 20 peer-review articles that are outside the scope of the ones you received from the instructor.

### **Attendance Policy, Class Expectations, and Make-Up Policy**

Excused absences are consistent with university policies in the undergraduate catalog (<http://gradcatalog.ufl.edu/content.php?catoid=10&navoid=2020#attendance>) and require appropriate documentation.

### **Evaluation of Grades**

<b>Assignment</b>	<b>Total Points</b>	<b>Percentage of Final Grade</b>
Library assignment	25	6.25%
Record keeping exercise	25	6.25%
Midterm Exam	100	25%
Worker's compensation benefit calculations	25	6.25%
Noise exposure calculations	25	6.25%
Literature review project	100	25%
Final Exam	100	25%
Total		100%

### **Grading Policy**

<b>Percent</b>	<b>Grade</b>	<b>Grade Points</b>
90.0 - 100.0	A	4.00
87.0 - 89.9	A-	3.67
84.0 - 86.9	B+	3.33
81.0 - 83.9	B	3.00
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72.0 - 74.9	C	2.00
69.0 - 71.9	C-	1.67
66.0 - 68.9	D+	1.33
63.0 - 65.9	D	1.00
60.0 - 62.9	D-	0.67
0 - 59.9	E	0.00

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Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu/evals>. 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/results/>.

### ***University 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 (<https://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 obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

### ***Software Use***

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

### ***Student Privacy***

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: <http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

### ***Campus Resources:***

#### *Health and Wellness*

##### **U Matter, We Care:**

If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) or 352 392-1575 so that a team member can reach out to the student.

**Counseling and Wellness Center:** <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

##### **Sexual Assault Recovery Services (SARS)**

Student Health Care Center, 392-1161.

**University Police Department** at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

#### *Academic Resources*

**E-learning technical support**, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu.  
<https://lss.at.ufl.edu/help.shtml>.

**Career Resource Center**, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.

**Library Support**, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.

**Teaching Center**, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.  
<https://teachingcenter.ufl.edu/>.

**Writing Studio, 302 Tigert Hall**, 846-1138. Help brainstorming, formatting, and writing papers.  
<https://writing.ufl.edu/writing-studio/>.

**Student Complaints Campus**: [https://www.dso.ufl.edu/documents/UF\\_Complaints\\_policy.pdf](https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf).

**On-Line Students Complaints**: <http://www.distance.ufl.edu/student-complaint-process>.