

**Dewar College of Education and Human Services
Valdosta State University
Department of Adult and Career Education**

**ACED 4560
Health and Safety in the Career Education Classroom
3 SEMESTER HOURS**

Guiding Principles (DEPOSITS)

(Adapted from the Georgia Systemic Teacher Education Program Accomplished Teacher Framework)

Dispositions Principle: Productive dispositions positively affect learners, professional growth, and the learning environment.

Equity Principle: All learners deserve high expectations and support.

Process Principle: Learning is a lifelong process of development and growth.

Ownership Principle: Professionals are committed to and assume responsibility for the future of their disciplines.

Support Principle: Successful engagement in the process of learning requires collaboration among multiple partners.

Impact Principle: Effective practice yields evidence of learning.

Technology Principle: Technology facilitates teaching, learning, community-building, and resource acquisition.

Standards Principle: Evidence-based standards systematically guide professional preparation and development.

COLLEGE OF EDUCATION CONCEPTUAL FRAMEWORK STANDARDS (CFS)

- I. **CONTENT AND CURRICULUM:** Educators demonstrate a strong content knowledge of content area(s) that is appropriate for their certification levels.
- II. **KNOWLEDGE OF STUDENTS AND THEIR LEARNING:** Educators support the intellectual, social, physical, and personal development of all students.
- III. **LEARNING ENVIRONMENTS:** Educators create learning environments that encourage positive social interaction, active engagement in learning, and self-motivation.
- IV. **ASSESSMENT:** Educators understand and use a range of formal and informal assessment strategies to evaluate and ensure the continuous development of all learners.
- V. **PLANNING AND INSTRUCTION:** Educators design and create instructional experiences based on their knowledge of content and curriculum, students, learning environments, and assessment.
- VI. **PROFESSIONALISM:** Educators recognize, participate in, and contribute to teaching and learning as a profession.

COURSE DESCRIPTION

Acquaints students with health and safety issues in technical occupations. Emphasis will be on safety regulations, agencies, codes, health issues, environmental concerns in industry, and ergonomic environmental factors in the workplace.

REQUIRED TEXTBOOKS / RESOURCE MATERIALS

Geller, E. S. (2001). *Working safe: How to help people actively care for health and safety* (2nd ed.). New York, NY: CRC Press

COURSE OBJECTIVES

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

Evaluate personal and professional attitudes toward health and safety issues (II, IV, VI)

Comprehend the importance of OSHA regulations in a workplace (I, III, VI)

Demonstrate a mastery of OSHA safety and health standards in workplace (III, IV, V)

Determine, analyze and synthesize factors concerning health and safety topics (III, IV, V).

Understand the responsibility and management of safety and health topics (II, VI)

COURSE ACTIVITIES/ASSIGNMENTS/REQUIREMENTS

Hazard Map

Once you know the basic kinds of hazards, you can begin to identify them in the workplace. This activity will help you identify hazards that you may have been overlooking for years.

OSHA Quizzes

After reviewing OSHA PowerPoints and notes, students will complete quizzes inside Blazeview.

Participation

Grade will be given on class and course participation. This course is built around the idea that everyone will engage in the learning process and classroom activities.

Create a Safety Booklet

This activity will allow you to create a comprehensive training document that can be used in your classrooms or workplace. Its purpose is to assist you in teaching others about safe workplace behaviors.

Field Study

You will evaluate topics on safety and health in the workplace and report your findings.

Final Exam (Mock Training Assignment)

You will select one preapproved topic and to create a safety training program. While information that is more detailed will be handed out in class, you should know that you will be allowed to use some outside help to complete this assignment (students, children, friends, co-workers). They can be used as actors, directors, video editors, technology gurus. However, they cannot be associated in any way with the writers.

COURSE EVALUATION

Assignments	Percent of Final Average
Hazard Map for the Classroom/Lab (Workplace)	10%
OSHA Quizzes	15%
Field Study–Self Inspection	15%
Classroom Participation	15%
Safety Booklet	20%
Final Exam (Mock Training Assignment)	25%
Course Total	100%

Grading Scale	
90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

ASSIGNMENT SUBMISSION POLICY

All assignments and online discussion must be submitted or posted before or on the due dates. Penalty for submitting late assignment as follows:

- **Minus by *20%** - assignments and online discussions submitted or posted **ONE** day after the due date
- **Minus by *40%** - assignments and online discussions submitted or posted **TWO** day after the due date
- **Minus by *50%** - assignments and online discussions submitted or posted **THREE** days after the due date
- **Minus by *100%** - assignments and online discussions submitted or posted after **FOUR** days of the due date.

*Based on the individual point value of the assignment

POLICY STATEMENT ON PLAGIARISM AND CHEATING

The full text of this policy is found in the *VSU Student Handbook's Code of Conduct*, Appendix A, Section I. The following penalties will be enforced:

FIRST OFFENSE: The student will earn a "0" on the assignment, test, project, etc. A "Concern Form" will be completed and placed in the student's file which may result in an "Action Plan" to be completed by the student. A "Report of Academic Dishonesty" will be submitted to the Student Conduct Office in the Dean of Students Office. This report shall be made part of the student's disciplinary record and shall remain on file with the Student Conduct Office.

SECOND OFFENSE: The student will earn the letter grade “F” for the course. A second report of academic dishonesty to the Dean of Students will result in official charges drawn up and the disciplinary matter will be referred to the VSU Judicial Committee which could lead to expulsion from the university.

By taking this course, you agree that all required course work may be subject to submission for textual similarity review to Turnitin, a tool within BlazeVIEW. For more information on the use of Turnitin at VSU see Turnitin for Students.

Academic Integrity

The Academic Honesty page (<https://www.valdosta.edu/academics/academic-affairs/academic-honesty-at-vsua.php>) contains links and information about VSU’s Academic Honesty Policies and Procedures. From VSU’s Academic Integrity Code (the full code is available at [Academic Honesty Policies and Procedures](#)): "Academic integrity is the responsibility of all VSU faculty and students. Faculty members should promote academic integrity by including clear instruction on the components of academic integrity and clearly defining the penalties for cheating and plagiarism in their course syllabi. Students are responsible for knowing and abiding by the Academic Integrity Policy as set forth in the Student Code of Conduct and the faculty members’ syllabi. All students are expected to do their own work and to uphold a high standard of academic ethics."

SOI

At the end of the term, all students will be expected to complete an online Student Opinion of Instruction survey (SOI) that will be available on BANNER. Students will receive an email notification through their VSU email address when the SOI is available (generally at least one week before the end of the term). SOI responses are anonymous to instructors/administrators. Instructors will be able to view only a summary of all responses after they have submitted final grades. While instructors will not be able to view individual responses or to access any of the data until after final grade submission, they will be able to see which students have or have not completed their SOIs. These compliance and non-compliance reports will not be available once instructors are able to access the results. Complete information about the SOIs, including how to access the survey and a timetable for this term is available at [SOI Procedures and Timelines](#) (located at <http://www.valdosta.edu/academics/academic-affairs/sois/welcome.php>).

ATTENDANCE POLICY

Attendance at all sessions is mandatory. In the case of unavoidable absences, the instructor should be notified as soon as possible, so that alternate assignments can be arranged. Prior notice is preferred, when possible. Any student missing in excess of 20% of class time will be subject to withdrawal from the course by the instructor. In the case of an unexcused absence, 20 points will be deducted from the student’s final score for each block of time (evening or morning) missed. Since some of this class is conducted on-line, it is expected that students will maintain a reasonable presence on the discussion forum and must respond promptly to the instructors e-mail contacts and telephone contacts, as applicable.

SPECIAL NEEDS STATEMENT

Title IX Statement: Valdosta State University (VSU) is committed to creating a diverse and inclusive work and learning environment free from discrimination and harassment. VSU is dedicated to creating an environment where all campus community members feel valued, respected, and included. Valdosta State University prohibits discrimination on the basis of race, color, ethnicity, national origin, sex (including pregnancy status, sexual harassment and sexual violence), sexual orientation, gender identity, religion, age, national origin, disability, genetic information, or veteran status, in the University's programs and activities as required by applicable laws and regulations such as Title IX. The individual designated with responsibility for coordination of compliance efforts and receipt of inquiries concerning nondiscrimination policies is the University's Title IX Coordinator: Director of the Office of Social Equity, titleix@valosta.edu, 1208 N. Patterson St., Valdosta State University, Valdosta, Georgia 31608, 229-333-5463.

Access Statement: Students with disabilities who are experiencing barriers in this course may contact the Access Office for assistance in determining and implementing reasonable accommodations. The Access Office is located in Farbar Hall. The phone numbers are 229-245-2498 (V), 229-375-5871 (VP) and 229-219-1348 (TTY). For more information, please visit VSU's Access Office or email: access@valdosta.edu.