

Basic Course Information

Semester:	Fall 2015	Instructor Name:	Timothy E. Hutchinson
Course Title & #:	Safety Standards (Cal/OSHA) 30-Hour	Email:	tehutchinson@iid.com
CRN #:	10813	Webpage (optional):	
Classroom:	Building 200 Room 205	Office #:	(760) 339-9376
Class Dates:	August 17-December 11, 2015	Office Hours:	Part-time Faculty
Class Days:	Mondays	Office Phone #:	
Class Times:	4:45 pm until 7:55 pm 3 Units	Emergency Contact:	(760) 427-1419 or e-mail: tehutchinson@iid.com
Units:	3 Units		

Course Description

Safety Standards is a course designed to afford the student the opportunity to earn the General and Construction Industry Cal/OSHA 30-Hour card. The course will provide the student with essential instruction and learning allowing the student to develop and master knowledge and skills associated with safety and health recognition and prevention at a worksite. Topics include: Fed/OSHA and Cal/OSHA standards, hazard analysis and identification, acceptable safety practices, proper selection and use of personal protective equipment, job hazard analysis and mitigation measures, hazard communication standards, and inspections, citations/notifications and penalties. Cal/OSHA card processing fee will apply. (Non-transferrable, AA/AS degree only)

Student Learning Outcomes

Upon course completion, the successful student will have to acquire new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Understand the appropriate use of personal protective equipment (PPE) depending on job specifics and the job performed (ILO1)
2. Understand code of safe work practices, jobsite hazard analysis and appropriate steps to work/perform a safe and healthy workplace(ILO1, ILO2)
3. Understand the purpose of lockout/tag-out of equipment (ILO1, ILO2, ILO5)

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Demonstrate an understanding of the Occupational Safety and Health (Cal/OSHA) standards as they apply to General Industry and Construction requirements.
2. Reference the OSHA standards and determine the requirements for compliance within a prescribed situation
3. Analyze job site hazards and identify acceptable mitigation measures
4. Complete an acceptable incident report and reference OSHA subpart and section
5. Demonstrate and understanding of OSHA Inspections, citations and penalties
6. List Personal Protective Equipment (PPE) and list one limitation for the use of each PPE item

7. List and discuss the application of the Job Hazard Analysis model
8. Explain the difference between OSHA Compliance and OSHA Consulting and their role in the industry

Textbooks & Other Resources or Links

California Occupational Safety and Health Regulations: California Code of Regulations (CCR) Title 8 (T8)

General Industry and Electrical Safety Orders:

International Series Serial Number: Pending

ISBN: 1-59959-596-6

California Code of Regulations (CCR) Title 8 (T8) Construction Safety Orders

Library of Congress Control Number: 2013942339

ISBN: 1-59959-597-4

Resources: OSHA Training Institute (OTI): Power points and handouts

Course Requirements and Instructional Methods

Required Information—discretionary language The classroom setting is set for:

- Audio/Visual**
- Demonstration and hands on**
- Discussion**
- Group Activity**
- Individual Assistance**
- Lecture**
- Simulation/Case Study/Workshop**

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

Quiz' are set for every two week intervals. Mid-term set for Week 8 and Final Exam set for Week 16. The Quiz' and Exams are subject to change: dates to accommodate class schedules and allow for guest expert speakers.

Grade(s): Grading System

Class participation is set at 25% total grade. Completion of assignments 100 total points

Home assignments are set for 25% total grade. Completion of assignments 100 total points. Mid-Term is set at 25% total grade

Fifty questions gathered from assignments, valued at two points per question total of 100 points

Final exam set at 25% total grade

Fifty questions gathered from assignments, valued at two points per question total of 100 points

Adding all four portions of the grading system and dividing by four would equal average points (0-100)

Point score-Letter Grade:

90-100 **A**-Excellent

80-89 **B**-Better than average

70-79 **C**-Average

60-69 **D**-Below Average

Below 60 **F**-Failing

Attendance

Required Information:

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who

desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.

- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

Required Information:

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

Required Information for web-enhanced, hybrid and online courses:

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

Academic Honesty

Required language

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **Plagiarism** is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Student Services

Suggested Language

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **Blackboard Support Site.** The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **Library Services.** There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Required language

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Required language

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- [Student Health Center](#). A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 for more information.
- [Mental Health Counseling Services](#). Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Required language

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Required language

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1 Aug. 17, 2015	Syllabus & Introduction: Overview of Cal/OSHA and state application	
Week 2 Aug. 24, 2015	Introduction to OSHA and the history of Cal/OSHA DVD Hooked on Safety; Why Safety?	Assignment: Get recent Cal OSHA Books: Construction and General Industry
Week 3 Aug. 31, 2015	Construction Orientation-Introduction to OSHA continued: DVD; Construction Orientation Notifications, Citations and Penalties with Cal/OSHA and DVD: Safety's Top Ten Causes of Workplace Injuries	Quiz of Introduction to OSHA
Week 4 Sept. 7, 2015	Labor Day Holiday	
Week 5 Sept. 14, 2015	Focus Four Hazards: Caught in between, Struck by, Falls and Electrical Hazards: LOTO, Fall Protection	Continued next week
Week 6 Sept. 21, 2015	Focus Four Hazards: Caught in between, Struck by, Falls and Electrical Hazards and Continued and Excavation and Trenching	Quiz for Focus Four
Week 7 Sept. 28,	Walking, Working surfaces and Cal/OSHA access/egress and evacuation.	Continued for next week Study for Mid-Term Exam

2015		
Week 8 Oct. 5, 2015	MID-TERM: Stairways, Ladders, Personal Protective Equipment and Fall Protection	
Week 9 Oct. 12, 2015	Health Hazards in Construction: Lead, Silica, Noise, Overview of other health hazards such as epoxies, chromium, polyurethanes, fiberglass, cadmium, asbestos, etc.	
Week 10 Oct. 19, 2015	Health Hazards in Construction: Lead, Silica, Noise, Overview of other health hazards such as epoxies, chromium, polyurethanes, fiberglass, cadmium, asbestos, etc.	
Week 11 Oct. 26, 2015	Confined Spaces and Lockout/tag-out (LOTO)	Quiz on Fall Protection, Lead, Silica, Noise
Week 12 Nov. 2, 2015	Material Handling, storage, use and disposal. Hazard Communication and Hazardous Materials: Global Harmonized Systems (GHS) Material Safety Data Sheets (MSDS)/Safety Data Sheets (SDS)	Quiz on LOTO and Confined spaces
Week 13 Nov. 9, 2015	Welding, cutting and brazing. Tools: hand operated, pneumatic, battery operated, power and cartridge operated. Steel Erection.	Quiz on HAZCOM and GHS
Week 14 Nov. 16, 2015	Scaffolds, Demolition, Motor Vehicles, Rollover Protection Services (ROPS), barricades, traffic plans.	Quiz on hand-tools Continue to next week
Week 15 Nov. 23, 2015	Thanksgiving-HOLIDAY	
Week 16 Nov. 30, 2015	Power Industrial Trucks, Cranes, signal person and qualified riggers. Study for Final Exam.	Study for Final Exam
Week 17 Dec. 7, 2015	Final Exam: Collect six dollars (\$6.00) for laminate process of 30-Hour Cal/OSHA Card.	