

EDISON STATE COLLEGE

**CURRICULUM COMMITTEE
OTHER ACTION PROPOSAL FORM**

TO: CURRICULUM COMMITTEE

FROM: Kim Gresham, Associate Dean Law & Public Safety Programs

PRESENTER: Doug Landau, Professor, Public Safety Management

DATE: March 20, 2009

TYPE OF PROPOSED ACTION: Check all that apply.

<input type="checkbox"/>	Change to certificate prerequisites
<input type="checkbox"/>	Change to certificate requirements
<input type="checkbox"/>	Change to degree prerequisites
<input checked="" type="checkbox"/>	Change to degree requirements
<input type="checkbox"/>	New articulation agreement
<input type="checkbox"/>	Change to articulation agreement
<input type="checkbox"/>	Discontinuation of course
<input type="checkbox"/>	Discontinuation of certificate or degree

<input checked="" type="checkbox"/>	Other (specify) 1. Modify degree title 2. Modify degree requirements
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EXPLAIN THE NATURE OF THE ACTION:

1. Change the title of the BAS degree in Public Safety Management to the new title BAS in Public Safety Administration
2. Modify degree requirements to reflect new public administration perspective within the public safety curriculum (see attached).

JUSTIFICATION FOR CURRICULUM ACTION, OTHER EXPLANATORY INFORMATION:

1. The proposed modification is in line with other BAS degrees in the field of Public Safety within the state.
2. All core required courses will reflect both federal and external accrediting agency standards.
3. All core course prefixes are reflective of the PAD (Public Administration) discipline and faculty will be qualified as such.
4. The change helps to delineate this program from that of the BAS in Supervision and Management.

TERM IN WHICH PROPOSED ACTION WILL TAKE EFFECT: Fall 2009 (201010)

(For any term other than fall of the academic year following submission, approval of the VP of Academic and Student Affairs is required.)

(Signature of Vice President of Academic and Student Affairs)

LEARNING OUTCOMES ASSOCIATE: _____ **DATE:** _____

DEPARTMENT CHAIR ENDORSEMENT: _____ **DATE:** _____

ACADEMIC DEAN'S ENDORSEMENT: _____ **DATE:** _____

After review and signing this proposal, the DEPARTMENT CHAIR will forward the proposal to the DISTRICT DEAN for final signature. The DISTRICT DEAN will then return the proposal to the DEPARTMENT CHAIR.

DISTRICT DEAN'S ENDORSEMENT: _____ **DATE:** _____

The DEPARTMENT CHAIR will process the proposal into a continuous document with any other proposals from his/her department being submitted for review by the Curriculum Committee and forward the document to the CURRICULUM COMMITTEE CHAIRPERSON by the Friday before the next scheduled Curriculum Committee meeting.

Revised 10/08



Bachelor of Applied Science Public Safety Administration

The Bachelor of Applied Science in Public Safety Administration (BAS PSA) is designed to prepare individuals as leaders, supervisors and administrators in public safety related professions. Students enrolling in the program bring a variety of safety and security backgrounds to enrich the educational experience, including legal studies and law enforcement, corrections, fire science, and emergency medical services. The program provides a career and educational pathway for students who have earned an associate in science degree in a public safety discipline, or an associate in arts with electives chosen from the public safety field.

Program Highlights: The BAS PSA program includes courses in public administration, strategic planning, finance and budgeting, human resource management and homeland security. Courses are offered in an online or blend of online and traditional formats, in an accelerated eight week fashion, to accommodate students' various schedules and learning preferences.

Career Opportunities: The BAS PSA program prepares graduates for career promotions and advancement in the public safety industry to include law enforcement, fire services, corrections, emergency medical services, emergency administration management and industrial security enterprises in both government and private sector agencies.

General Education Requirements:	Credit
* ENC 1101	3
* ENC 1102	3
SPC 1600 or SPC 2023	3
Humanities Electives	6
to include 3 credits writing intensive	
Social Science Electives	9
to include one WOH or EUH course	
* College Level Mathematics Electives.....	6
Natural Science Electives w/Lab	6
Subtotal.....	36
**Approved Transfer Electives	45

Degree Core Requirements:	Credit Hours
PAD 3003 Introduction to Public Administration.....	3
PAD 3115 Executive Leadership.....	3
PAD 3204 Financial Management in the Public Sector.....	3
PAD 3393 Principals of Crisis and Emergency Management.....	3
PAD 3712 Technology in the Public Sector	3
PAD 3820 Public Safety System Integration.....	3
PAD 3874 Community Relations	3
PAD 4332 Strategic and Operational Planning.....	3
PAD 4604 Administrative and Public Records Law.....	4
PAD 3419 Public Personnel Management	3
PAD 4878 Public Safety Administration Capstone	3
Subtotal.....	33

Specified Upper Division Electives

Choose six credit hours from any of the following upper division course prefixes (3000 or higher): ACG, FIN, ISM, MAN, or PAD

Specified Upper Division Electives..... 6

TOTAL CREDIT HOURS 120

*Prior to enrollment in any upper division course (3000 or 4000 level), students must complete ENC 1101, ENC 1102 and three credit hours of college level mathematics with grades of "C" or higher.

**Consult with BAS PSA Program Advising regarding approved transfer electives. A minimum of 12 credit hours of lower division (1000 and 2000 level) electives in a public safety discipline is required. Students must complete either two years of a single foreign language in high school or two college semesters of a single foreign language to complete graduation requirements for the BAS PSA degree.

Additional Information

Public Safety Management Program Office
239-489-9132

Program information is available online at:
<http://www.edison.edu/academics/psm/>

Consult the Baccalaureate Admissions and Graduation sections of the Catalog for additional program requirements.

EDISON STATE COLLEGE
CURRICULUM COMMITTEE
NEW/EXPERIMENTAL COURSE PROPOSAL FORM

TO: CURRICULUM COMMITTEE
FROM: Kim Gresham, Associate Dean, Law & Public Safety Programs
PRESENTER: Douglas Landau, Professor, Pubic Safety Management
DATE: March 20, 2009

Is the course being offered first as an experimental course? yes no

Course Name, including prefix and number:

PAD 3115 Executive Leadership-BAS

3 credit hours

Verified with VPAA office? yes no

Class credits: 3 credit hours **Lab credits:** n/a **Combined lab & class credits:** n/a

Chose one: Degree core requirement Elective General education

Repeatable for duplicate credit? (i.e., applied music courses) yes no

Prerequisites:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of "C" or higher.

Classification: AA PSV PSAV BAS BS

ICS Code: **Banner Major Code:** BAS PSM

Major Restriction? yes no (meaning only declared majors may take the course)

Indicate all modalities in which the course may be taught: Class Lecture Clinical

Laboratory Lecture/Lab Combined Accelerated Internship

Practicum WebCT Internet WebCT Class Lecture WebCT Laboratory

WebCt Blended Learning WebCT Lecture/Lab Combined

Course fee amount, if any: n/a (Attach course fee worksheet)

NOTE: Course fees are presented to the District Board of Trustees in November. If approved, fees take effect the following fall term.

EDISON STATE COLLEGE
Division of Professional and Technical Studies

COMMON COURSE SYLLABUS

Professor:

Office Location:

E-mail:

Phone Number:

Office Hours:

I. COURSE NUMBER AND TITLE, CATALOG DESCRIPTION, CREDIT HOURS

PAD 3115 Executive Leadership-BAS

3 credit hours

The purpose of this course is to provide a common foundation to students for understanding the role of the contemporary political executive with an emphasis on leadership, organization, personality and power, ideology, relationships, decision making, and policy creation.

II. PREREQUISITES:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of "C" or higher.

III. GENERAL COURSE INFORMATION:

This course addresses:

- the accountability of public leaders
- the role of federalism and state & local government
- Understanding organizational design to master bureaucratic politics and power,
- Limits of Administrative Law, and other aspects of the legal and political environment
- The process of thinking critically and strategically and the reflective leadership component.
- Behavioral aspects of managing human resources.
- Mastering the ability to communicate to a variety of audiences beyond the organization.

IV. LEARNING OUTCOMES AND ASSESSMENT:

At the conclusion of this course, students will be able to demonstrate the following competencies:

Communication (COM): To communicate (read, write, speak, listen) effectively using standard English and apply effective techniques to create working relationships with others to achieve common goals.

Critical Thinking (CT): To demonstrate skills necessary for analysis, synthesis, and evaluation.

Technology/Information Management (TIM): To demonstrate the skills and use the technology necessary to collect, verify, document, and organize information from a variety of sources.

Global Socio-cultural Responsibility (GSR): To identify, describe, and apply responsibilities, core civic beliefs, and values present in a diverse society

Scientific and Quantitative Reasoning (QR): To identify and apply mathematical and scientific principles and methods.

At the conclusion of this course, students will be able to demonstrate the following additional competencies:

Learning Outcomes	Assessment	
Demonstrate leadership and motivational skills	Assessments will be conducted by one or more of the following methods: examinations, course papers, case study analysis, structured panel discussion, simulation and role play, oral presentations of completed assignments.	CT, COM
Design organizations and manage structures, processes, and personnel for high performance, including such techniques as organization design, team work, goal setting, strategic planning, organizational development, and values management		CT, COM
Analyze and identify the traditional boundaries among the public, nonprofit, and private sectors		CT, COM
Demonstrate a mastery of the tools for a continuous re-examination, of the legal and political environment		CT, COM
Analyze the market economy and the American system of divided and separated powers and interest group pluralism		CT, COM
Develop the capacity to think strategically and to reflect critically on one's decisions over time using self-reflective skills		CT, COM, TIM
Demonstrate an understanding of the behavioral aspects of managing human resources and the legal and policy considerations governing hiring, promotion, evaluation, grievances, discrimination, and collective bargaining		CT, COM
Exercise good decision making skills		CT, COM
Recognize the communication styles of a variety of audiences and developing the skills to communicate effectively.		CT, COM
Evaluate risk assessment plans		CT, COM
Apply principles of community development		CT, COM

V. DISTRICT-WIDE POLICIES

Programs for Students with Disabilities

Edison College, in accordance with the Americans with Disabilities Act and the college's guiding principles, offers students with documented disabilities programs to equalize access to the educational process. Students needing to request an accommodation in this class due to a disability, or who

suspect that their academic performance is affected by a disability should contact the Office of Adaptive Services at the nearest campus.

Lee Campus	Taeni Hall S-116A	(239) 489-9427
Charlotte Campus	Student Services SS-101	(941) 637-5626
Collier Campus	Admin. Bldg. A-116	(239) 732-3918
Hendry/Glades Ctr.	LaBelle H.S.	(863) 674-0408

- VI. **REQUIREMENTS FOR THE STUDENTS:** List specific course assessments, such as class participation, tests, homework assignments, make-up procedures, etc.
- VII. **ATTENDANCE POLICY:** The professor's specific policy concerning absence. (The College policy on attendance is in the Catalog, and defers to the professor.)
- VIII. **GRADING POLICY :** Include numerical ranges for letter grades; the following is a range commonly used by many faculty:
- | | | |
|----------|---|---|
| 90 – 100 | = | A |
| 80 – 89 | = | B |
| 70 – 79 | = | C |
| 60 – 69 | = | D |
| Below 60 | = | F |
- (Note: The “incomplete” grade [“I”] should be given only when unusual circumstances warrant. An “incomplete” is not a substitute for a “D,” “F,” or “W.” Refer to the policy on “incomplete” grades.)
- IX. **REQUIRED COURSE MATERIALS:**
- X. **RESERVED MATERIALS FOR THE COURSE:** Other special learning resources.
- XI. **CLAST COMPETENCIES INVOLVED IN THE COURSE**
- XII. **CLASS SCHEDULE:** This section includes assignments for each class meeting or unit, along with scheduled Learning Resource Center (LRC) media and other scheduled support, including scheduled tests.
- XIII. **ANY OTHER INFORMATION OR CLASS PROCEDURES OR POLICIES** which would be useful to the students in the class.

EDISON STATE COLLEGE
CURRICULUM COMMITTEE
NEW/EXPERIMENTAL COURSE PROPOSAL FORM

TO: CURRICULUM COMMITTEE

FROM: Kim Gresham, Associate Dean, Law & Public Safety Programs

PRESENTER: Douglas Landau, Professor, Pubic Safety Management

DATE: March 20, 2009

Is the course being offered first as an experimental course? yes no

Course Name, including prefix and number:

PAD 3393 Principles of Crisis and Emergency Management - BAS 3 credit hours

Verified with VPAA office? yes no

Class credits: 3 credit hours **Lab credits:** n/a **Combined lab & class credits:** n/a

Chose one: Degree core requirement Elective General education

Repeatable for duplicate credit? (i.e., applied music courses) yes no

Prerequisites:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of "C" or higher.

Classification: AA PSV PSAV BAS BS

ICS Code: **Banner Major Code:** BAS PSM

Major Restriction? yes no (meaning only declared majors may take the course)

Indicate all modalities in which the course may be taught: Class Lecture Clinical

Laboratory Lecture/Lab Combined Accelerated Internship

Practicum WebCT Internet WebCT Class Lecture WebCT Laboratory

WebCt Blended Learning WebCT Lecture/Lab Combined

Course fee amount, if any: n/a (Attach course fee worksheet)

NOTE: Course fees are presented to the District Board of Trustees in November. If approved, fees take effect the following fall term.

JUSTIFICATION FOR CURRICULUM ACTION, OTHER EXPLANATORY INFORMATION:

This course is an introduction to all phases of emergency management—from the social and environmental processes that generate hazards to vulnerability analysis, hazard mitigation, emergency response, and disaster recovery.

TERM IN WHICH PROPOSED ACTION WILL TAKE EFFECT: Fall 2009 (201010)

(For any term other than fall of the academic year following submission, approval of the Vice President of Academic Affairs is required.)

(Vice President of Academic Affairs)

FACULTY ENDORSEMENTS/COMMENTS:

LEARNING OUTCOMES ASSOCIATE:	Jan Ohlemacher	DATE:	March 17, 2009
DEPARTMENT CHAIR ENDORSEMENT:	Douglas Landau	DATE:	March 17, 2009
ACADEMIC DEAN'S ENDORSEMENT:	Kim Gresham	DATE:	March 17, 2009

After review and signing this proposal, the DEPARTMENT CHAIR will forward the proposal to the DISTRICT DEAN for final signature. The DISTRICT DEAN will then return the proposal to the DEPARTMENT CHAIR.

DISTRICT DEAN'S ENDORSEMENT: _____ **DATE:** _____

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EDISON STATE COLLEGE
Division of Professional and Technical Studies

COMMON COURSE SYLLABUS

Professor:

Office Location:

E-mail:

Phone Number:

Office Hours:

I. COURSE NUMBER AND TITLE, CATALOG DESCRIPTION, CREDIT HOURS

PAD 3393 Principles of Crisis and Emergency Management- BAS

3 credit hours

This course is an introduction to all phases of emergency management—from the social and environmental processes that generate hazards to vulnerability analysis, hazard mitigation, emergency response, and disaster recovery.

II. PREREQUISITES:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of “C” or higher.

III. GENERAL COURSE INFORMATION:

This course addresses:

- The history of emergency management
- Organizing an emergency management agency
- Other countries’ approaches
- Future trends

IV. LEARNING OUTCOMES AND ASSESSMENT:

At the conclusion of this course, students will be able to demonstrate the following competencies:

Communication (COM): To communicate (read, write, speak, listen) effectively using standard English and apply effective techniques to create working relationships with others to achieve common goals.

Critical Thinking (CT): To demonstrate skills necessary for analysis, synthesis, and evaluation.

Technology/Information Management (TIM): To demonstrate the skills and use the technology necessary to collect, verify, document, and organize information from a variety of sources.

Global Socio-cultural Responsibility (GSR): To identify, describe, and apply responsibilities, core civic beliefs, and values present in a diverse society

Scientific and Quantitative Reasoning (QR): To identify and apply mathematical and scientific principles and methods.

At the conclusion of this course, students will be able to demonstrate the following additional competencies:

Learning Outcomes	Assessment	General Education Competency
Enumerate the Hazards and Disasters, including related Terms and Definitions	Examinations, course papers, case study analysis	COM, CT TIM
Trace the historical trends in disaster losses in the U.S. and internationally	Examinations, course papers	GSR
Distinguish the major hazard specific stakeholders-local, state, regional, national and their organizational structures		CT
Evaluate the theories of disaster		CT
Analyze the causes , consequences, terminology, taxonomy, categorization schemes, counter measures	Examinations, case study analysis, course papers	COM
Identify key hazard related concepts, e.g. exposure, risk, vulnerability, resiliency, risk communication	Examinations, course papers	CT

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Hendry/Glades Ctr.	LaBelle H.S.	(863) 674-0408

VI. REQUIREMENTS FOR THE STUDENTS: List specific course assessments, such as class participation, tests, homework assignments, make-up procedures, etc.

VII. ATTENDANCE POLICY: The professor's specific policy concerning absence. (The College policy on attendance is in the Catalog, and defers to the professor.)

VIII. GRADING POLICY : Include numerical ranges for letter grades; the following is a range commonly used by many faculty:

90 – 100	=	A
80 – 89	=	B

70 – 79	=	C
60 – 69	=	D
Below 60	=	F

(Note: The “incomplete” grade [“I”] should be given only when unusual circumstances warrant. An “incomplete” is not a substitute for a “D,” “F,” or “W.” Refer to the policy on “incomplete” grades.)

IX. REQUIRED COURSE MATERIALS:

X. RESERVED MATERIALS FOR THE COURSE: Other special learning resources.

XI. CLAST COMPETENCIES INVOLVED IN THE COURSE

XII. CLASS SCHEDULE: This section includes assignments for each class meeting or unit, along with scheduled Learning Resource Center (LRC) media and other scheduled support, including scheduled tests.

XIII. ANY OTHER INFORMATION OR CLASS PROCEDURES OR POLICIES which would be useful to the students in the class.

EDISON STATE COLLEGE
CURRICULUM COMMITTEE
NEW/EXPERIMENTAL COURSE PROPOSAL FORM

TO: CURRICULUM COMMITTEE
FROM: Kim Gresham, Associate Dean, Law & Public Safety Programs
PRESENTER: Douglas Landau, Professor, Public Safety Management
DATE: March 20, 2009

Is the course being offered first as an experimental course? yes no

Course Name, including prefix and number:

PAD 3712 TECHNOLOGY IN THE PUBLIC SECTOR - BAS 3 credit hours

Verified with VPAA office? yes no

Class credits: 3 credit hours **Lab credits:** n/a **Combined lab & class credits:** n/a

Chose one: Degree core requirement Elective General education

Repeatable for duplicate credit? (i.e., applied music courses) yes no

Prerequisites:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of "C" or higher.

Classification: AA PSV PSAV BAS BS

ICS Code: **Banner Major Code:** BAS PSM

Major Restriction? yes no (meaning only declared majors may take the course)

Indicate all modalities in which the course may be taught: Class Lecture Clinical

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Course fee amount, if any: n/a (Attach course fee worksheet)

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EDISON STATE COLLEGE
Division of Professional and Technical Studies

COMMON COURSE SYLLABUS

Professor:

Office Location:

E-mail:

Phone Number:

Office Hours:

I. COURSE NUMBER AND TITLE, CATALOG DESCRIPTION, CREDIT HOURS.

PAD 3712 TECHNOLOGY IN THE PUBLIC SECTOR - BAS 3 credit hours

This course explores the use of technology in the field of emergency management. Examples of current and emerging technology applications will be studied. Critical issues and special problems associated with the use of technology in emergency management will be examined. Strategies to overcome these relative issues and problems will be outlined.

II. PREREQUISITES:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of "C" or higher.

III. GENERAL COURSE INFORMATION:

This course addresses:

- Current state-of-the-art information and communications technology
- Forms of information technology used by public sector agencies
- Issues and opportunities in e-government
- Risk assessment calculation and affiliated software
- Mapping using Compstat and Citistat
- Major functions of an Emergency Operations Center
- Application of technology tools within an emergency context

IV. LEARNING OUTCOMES AND ASSESSMENT:

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Critical Thinking (CT): To demonstrate skills necessary for analysis, synthesis, and evaluation.

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Global Socio-cultural Responsibility (GSR): To identify, describe, and apply responsibilities, core civic beliefs, and values present in a diverse society

Scientific and Quantitative Reasoning (QR): To identify and apply mathematical and scientific principles and methods.

At the conclusion of this course, students will be able to demonstrate the following additional competencies:

Learning Outcomes	Assessment	General Education Competency
Collect, analyze, and map crime, emergency and local government data using Compstat and Citistat.	Examination, papers, discussion questions and assignments, Simulations,	TIM, CT, COM
Demonstrate an understanding of and facility with computer (software) applications in public safety including GIS, mapping, modeling, simulation, remote sensing using a checklist provided by the instructor.	Examination, course paper, Graded simulation	TIM, CT, CR
Anticipate, pre-plan and solve problems addressed by an Emergency Operations Center and demonstrate the major functions of commanders.	Examination, papers, discussion questions and assignments, Simulations	TIM,COM
Demonstrate proficiency and know how to locate and keep current on the state of the art information and communications technology.	Examination, papers, assignments	CT,COM
Apply technological tools within an emergency context.	Examination, papers, discussion questions and assignments, Simulations	CT,COM
Demonstrate how to apply the HAZUS-MH. A powerful risk assessment software program for analyzing potential losses from floods, hurricane winds and earthquakes.	Simulation, practical application exercises,	TIM,CT, COM
Identify the key organizations (public, private, academic, nonprofit) in Florida that share an	Examination, papers, discussion	TIM,CT, COM

interest in GIS< HAZUS-MH and use analysis to support planning and mitigation	questions and assignments	
Explore new products and analyze them for effectiveness and then make purchase recommendations	Paper	TIM,CT, COM

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XII. CLASS SCHEDULE: This section includes assignments for each class meeting or unit, along with scheduled Learning Resource Center (LRC) media and other scheduled support, including scheduled tests.

XIII. ANY OTHER INFORMATION OR CLASS PROCEDURES OR POLICIES which would be useful to the students in the class.

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NEW/EXPERIMENTAL COURSE PROPOSAL FORM**

TO: CURRICULUM COMMITTEE
FROM: Kim Gresham, Associate Dean, Law & Public Safety Programs
PRESENTER: Douglas Landau, Professor, Public Safety Management
DATE: March 20, 2009

Is the course being offered first as an experimental course? yes no

Course Name, including prefix and number:

PAD 3874 Community Relations – Theory and Practice-BAS 3 credit hours

Verified with VPAA office? yes no

Class credits: 3 credit hours **Lab credits:** n/a **Combined lab & class credits:** n/a

Chose one: Degree core requirement Elective General education

Repeatable for duplicate credit? (i.e., applied music courses) yes no

Prerequisites:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of “C” or higher.

Classification: AA PSV PSAV BAS BS

ICS Code: **Banner Major Code:** BAS PSM

Major Restriction? yes no (meaning only declared majors may take the course)

Indicate all modalities in which the course may be taught: Class Lecture Clinical

Laboratory Lecture/Lab Combined Accelerated Internship

Practicum WebCT Internet WebCT Class Lecture WebCT Laboratory

WebCt Blended Learning WebCT Lecture/Lab Combined

Course fee amount, if any: n/a (Attach course fee worksheet)

NOTE: Course fees are presented to the District Board of Trustees in November. If approved, fees take effect the following fall term.

JUSTIFICATION FOR CURRICULUM ACTION, OTHER EXPLANATORY INFORMATION:

This course will expose the student to community relations theory and practice within a broad range of public safety organizations. Students will understand why positive community perception of public safety is critical to funding and operational effectiveness. The students will explore the public safety responsibility in establishing business continuity both in preplanning and following a disaster. Each student will gain the insight and skills necessary to be effective in the community relations function of public safety administration.

TERM IN WHICH PROPOSED ACTION WILL TAKE EFFECT: Fall 2009 (201010)

(For any term other than fall of the academic year following submission, approval of the Vice President of Academic Affairs is required.)

(Vice President of Academic Affairs)

FACULTY ENDORSEMENTS/COMMENTS:

LEARNING OUTCOMES ASSOCIATE: Jan Ohlemacher **DATE:** **March 17, 2009**

DEPARTMENT CHAIR ENDORSEMENT: Douglas Landau **DATE:** **March 17, 2009**

ACADEMIC DEAN'S ENDORSEMENT: Kim Gresham **DATE:** **March 17, 2009**

After review and signing this proposal, the DEPARTMENT CHAIR will forward the proposal to the DISTRICT DEAN for final signature. The DISTRICT DEAN will then return the proposal to the DEPARTMENT CHAIR.

DISTRICT DEAN'S ENDORSEMENT: _____ **DATE:** _____

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EDISON STATE COLLEGE
Division of Professional and Technical Studies

COMMON COURSE SYLLABUS

Professor:

Office Location:

E-mail:

Phone Number:

Office Hours:

I. COURSE NUMBER AND TITLE, CATALOG DESCRIPTION, CREDIT HOURS

PAD 3874 Community Relations – Theory and Practice-BAS 3 credit hours

This course will expose the student to community relations theory and practice within a broad range of public safety organizations. Students will understand why positive community perception of public safety is critical to funding and operational effectiveness. The students will explore the public safety responsibility in establishing business continuity both in preplanning and following a disaster. Each student will gain the insight and skills necessary to be effective in the community relations function of public safety administration.

II. PREREQUISITES:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of "C" or higher.

III. GENERAL COURSE INFORMATION:

This course addresses:

- Media relations in the emergency services
- Factors affecting business continuity planning and recovery,
- Understanding the types and needs of the media
- Developing community support
- Media traps to avoid
- ethics , the news media and the law
- Creating a policy for dealing with the media.
- practicum in media interview.

IV. LEARNING OUTCOMES AND ASSESSMENT:

At the conclusion of this course, students will be able to demonstrate the following competencies:

Communication (COM): To communicate (read, write, speak, listen) effectively using standard English and apply effective techniques to create working relationships with others to achieve common goals.

Critical Thinking (CT): To demonstrate skills necessary for analysis, synthesis, and evaluation.

Technology/Information Management (TIM): To demonstrate the skills and use the technology necessary to collect, verify, document, and organize information from a variety of sources.

Global Socio-cultural Responsibility (GSR): To identify, describe, and apply responsibilities, core civic beliefs, and values present in a diverse society

Scientific and Quantitative Reasoning (QR): To identify and apply mathematical and scientific principles and methods.

At the conclusion of this course, students will be able to demonstrate the following additional competencies:

Learning Outcomes	Assessment	General Education Competency
Utilize media and public information skills and approaches	Examination, papers, completed assignments, PowerPoint presentations	COM, CT, TIM
Apply continuity principles to organizations	Examination, course paper	CT, TIM, CR
Cultivate an understanding of the role of the news media	Examination, papers, discussion questions and assignments	COM, TIM
Define ethics and responsibilities under the law relative to what is news	Examination, papers, assignments	COM, CT
Differentiate the news media outlets: Print, radio, television, internet, electronic	Examination, papers, creating a website	COM, CT, TIM, QR
Produce multiple media practical applications.		
Create an organizational media policy	Examination, papers	COM
Demonstrate video and public speaking, interviewing an presentation skills	Examination, papers, case study analysis, PowerPoint presentation	COM, CT, TIM
Pre-plan a high profile media incident		
Evaluate the best choices to restore essential public services: water, transportation, communication, power, health & public works, garbage collection and businesses	Case study analysis, discussion, presentation	
Employ networking, coalition building skills	Case study analysis	CT
Assess and address special needs populations	Papers, examinations	
Create public values in an emergency setting	Case study analysis	
Anticipate major obstacles to restoring public life	Case study analysis, papers	

V. DISTRICT-WIDE POLICIES

Programs for Students with Disabilities

Edison College, in accordance with the Americans with Disabilities Act and the college's guiding principles, offers students with documented disabilities programs to equalize access to the educational process. Students needing to request an accommodation in this class due to a disability, or who suspect that their academic performance is affected by a disability should contact the Office of Adaptive Services at the nearest campus.

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Charlotte Campus	Student Services SS-101	(941) 637-5626
Collier Campus	Admin. Bldg. A-116	(239) 732-3918
Hendry/Glades Ctr.	LaBelle H.S.	(863) 674-0408

VI. **REQUIREMENTS FOR THE STUDENTS:** List specific course assessments, such as class participation, tests, homework assignments, make-up procedures, etc.

VII. **ATTENDANCE POLICY:** The professor's specific policy concerning absence. (The College policy on attendance is in the Catalog, and defers to the professor.)

VIII. **GRADING POLICY :** Include numerical ranges for letter grades; the following is a range commonly used by many faculty:

90 – 100	=	A
80 – 89	=	B
70 – 79	=	C
60 – 69	=	D
Below 60	=	F

(Note: The “incomplete” grade [“I”] should be given only when unusual circumstances warrant. An “incomplete” is not a substitute for a “D,” “F,” or “W.” Refer to the policy on “incomplete” grades.)

IX. **REQUIRED COURSE MATERIALS:**

X. **RESERVED MATERIALS FOR THE COURSE:** Other special learning resources.

XI. **CLAST COMPETENCIES INVOLVED IN THE COURSE**

XII. **CLASS SCHEDULE:** This section includes assignments for each class meeting or unit, along with scheduled Learning Resource Center (LRC) media and other scheduled support, including scheduled tests.

XIII. **ANY OTHER INFORMATION OR CLASS PROCEDURES OR POLICIES** which would be useful to the students in the class.

EDISON STATE COLLEGE

CURRICULUM COMMITTEE
NEW/EXPERIMENTAL COURSE PROPOSAL FORM

TO: CURRICULUM COMMITTEE
FROM: Kim Gresham, Associate Dean, Law & Public Safety Programs
PRESENTER: Douglas Landau, Professor, Pubic Safety Management
DATE: March 20, 2009

Is the course being offered first as an experimental course? yes no

Course Name, including prefix and number:

PAD 4332 Strategic and Operational Planning-BAS 3 credit hours

Verified with VPAA office? yes no

Class credits: 3 credit hours **Lab credits:** n/a **Combined lab & class credits:** n/a

Chose one: Degree core requirement Elective General education

Repeatable for duplicate credit? (i.e., applied music courses) yes no

Prerequisites:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of "C" or higher.

Classification: AA PSV PSAV BAS BS

ICS Code: **Banner Major Code:** BAS PSM

Major Restriction? yes no (meaning only declared majors may take the course)

Indicate all modalities in which the course may be taught: Class Lecture Clinical

Laboratory Lecture/Lab Combined Accelerated Internship

Practicum WebCT Internet WebCT Class Lecture WebCT Laboratory

WebCt Blended Learning WebCT Lecture/Lab Combined

Course fee amount, if any: n/a (Attach course fee worksheet)

NOTE: Course fees are presented to the District Board of Trustees in November. If approved, fees take effect the following fall term.

JUSTIFICATION FOR CURRICULUM ACTION, OTHER EXPLANATORY INFORMATION:

This course is an introduction to how emergency managers use objective information to design, direct, and improve emergency services as well as plan AND facilitate results-based policy decisions

TERM IN WHICH PROPOSED ACTION WILL TAKE EFFECT: Fall 2009 (201010)

EDISON STATE COLLEGE
Division of Professional and Technical Studies

COMMON COURSE SYLLABUS

Professor:

Office Location:

E-mail:

Phone Number:

Office Hours:

I. COURSE NUMBER AND TITLE, CATALOG DESCRIPTION, CREDIT HOURS

PAD 4332 Strategic and Operational Planning-BAS

3 credit hours

This course is an introduction to how emergency managers use objective information to design, direct, and improve emergency services as well as plan AND facilitate results-based policy decisions,

II. PREREQUISITES:

ENC 1101, ENC 1102, and three semester credit hours of college level mathematics, each with a grade of "C" or higher.

III. GENERAL COURSE INFORMATION:

This course addresses:

- The history of emergency management
- Organizing an emergency management agency
- Other countries' approaches and future trends
- Research-based findings, federal policy, and state and local practices

IV. LEARNING OUTCOMES AND ASSESSMENT:

At the conclusion of this course, students will be able to demonstrate the following competencies:

Communication (COM): To communicate (read, write, speak, listen) effectively using standard English and apply effective techniques to create working relationships with others to achieve common goals.

Critical Thinking (CT): To demonstrate skills necessary for analysis, synthesis, and evaluation.

Technology/Information Management (TIM): To demonstrate the skills and use the technology necessary to collect, verify, document, and organize information from a variety of sources.

Global Socio-cultural Responsibility (GSR): To identify, describe, and apply responsibilities, core civic beliefs, and values present in a diverse society

Scientific and Quantitative Reasoning (QR): To identify and apply mathematical and scientific principles and methods.

At the conclusion of this course, students will be able to demonstrate the following additional competencies:

Learning Outcomes	Assessment	General Education Competency
Test the logic and uses of performance appraisal management	Examination, papers, completed assignments	COM, CT, TIM
Critique the efficiency and performance appraisal measurements	Examination, course paper	COM, CT, TIM
Apply appraisal measurement and reporting data	Examination, papers, discussion questions and assignments	TIM, COM
Incorporate measurement data into management & policy decision making processes	Examination, papers	COM, CT
Measure performance to enhance performance management	Examination, papers	COM, CT, TIM
Use strategic planning	Examination, papers	COM

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