COURSE SYLLABUS
EMERGENCY MANAGEMENT

Professor: Dr. Katie Keeton
Associate Professor

Office: Virtual: kkeeton@uwf.edu
Hours: Daily: e-mail is checked several times a day
Voice: 850-890-8390

Course Description:

Emergency Management focuses on the evolution of U.S. disaster policy and the practice of emergency and crisis management. The course examines major policy issues using emergency management principles and fundamentals at all levels of government. The primary focus of the course will be at the first responder-level with emphasis on decision-making roles of local, state, and federal government players.

The general format for the class will be online discussion/participation with student analysis of selected topics and case studies taken from the emergency management literature. In lieu of a class research paper, specific written assignments relating to concepts and/or cases included in the course material will be made, typically on a weekly basis. A mid-term examination and a final examination will be given.

Student Learning Outcomes

The student should develop a basic conceptual framework for thinking about emergency management in the United States. Students will be expected to apply the concepts and analytical skills introduced in the course to decision making required in the implementation of plans aimed at managing emergency situations and people in harms way.

Specific learning objectives include:
• Evaluate the evolution of policy and the practice of emergency and crisis management in the U.S.
• Differentiate between a catastrophe and a disaster and analyze the implications of those differences for public policy and mitigation, preparedness, response, and recovery activities.
• Compare and contrast differences between day-to-day decision-making, management, and leadership during an emergency or crisis.
• Demonstrate an understanding of the roles of federal, state, and local governments and nonprofit and private sector agencies in emergency and crisis management.
• Apply key principles of emergency and crisis management through the analysis of current case studies.

Topics Covered:

• The historical context of emergency management
• Natural and technological hazards and risk assessment
• Decision-making in an environment of crisis: mitigation, preparedness, communications, response, and recovery
• Emergency management and the terrorist threat within the U.S.
• International terror attacks on U.S. targets
• The future of emergency management

Textbook

The following text is required for the course:

Special Technology Utilized By Students

Required:

Adobe Acrobat Reader:
http://www.adobe.com/products/acrobat/readstep2.html

Available if required:
PowerPoint Viewer:

Windows Media Player:
http://www.microsoft.com/windows/windowsmedia/download/

Quicktime Player:

Real Player:
http://forms.real.com/netzip/getrde601.html?h=207.188.7.150&f=windows/RealOnePlayerV2GOLD.exe&p=RealOne+Player&oem=dl&tagtype=ie&type=dl

Grading /Evaluation: Student performance will be evaluated as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid-term Exam</td>
<td>20%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20%</td>
</tr>
<tr>
<td>Online Discussion and Drop Box Analyses (i.e., weekly assignments)</td>
<td>60%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
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</tbody>
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Letter grade equivalencies are as follows:
Numerical Grade Range   Equivalent Letter Grade
**Table of Grades:**

- 95 – 100: A
- 90 – 94: A-
- 87 – 89: B+
- 84 – 86: B
- 80 – 83: B-
- 77 – 79: C+
- 74 – 76: C
- 70 – 73: C-
- 67 – 69: D+
- 64 – 66: D
- 60 – 63: D-
- < 60: F

*Note regarding Online Discussion and Drop Box Analyses: Weekly participation in the assigned discussion forums and on-time completion of the drop box analyses are required. If, in the judgment of the instructor, there is a failure on the part of a student to participate in the class discussions to a substantial degree (providing meaningful, quality responses), such behavior will have a major detrimental effect upon the student's grade. Likewise, failure to complete drop box assignments on time and in a professional manner will have a negative impact on the student’s grade. Documentation/literature citations/references are required for all assignments. Students should utilize the weekly assignment grades and feedback as guidance from the instructor with respect to meeting class expectations.*

**Information about the Class:**

Information about the class is available in several places including the “Course Schedule and Assignments” file and weekly lessons (both found under “Contents”). Please make use of all information available.

**Expectations for Academic Conduct/Plagiarism Policy:**
As members of the University of West Florida, we commit ourselves to honesty. As we strive for excellence in performance, integrity—personal and institutional—is our most precious asset. Honesty in our academic work is vital, and we will not knowingly act in ways which erode that integrity. Accordingly, we pledge not to cheat, nor to tolerate cheating, nor to plagiarize the work of others. We pledge to share community resources in ways that are responsible and that comply with established policies of fairness. Cooperation and competition are means to high achievement and are encouraged. Indeed, cooperation is expected unless our directive is to individual performance. We will compete constructively and professionally for the purpose of stimulating high performance standards. Finally, we accept adherence to this set of expectations for academic conduct as a condition of membership in the UWF academic community.

ASSISTANCE:

Students with special needs who require specific examination-related or other course-related accommodations should contact Disabled Student Services (DSS), dss@uwf.edu, (850) 474-2387. DSS will provide the student with a letter for the instructor.