

**GARLAND COMMUNITY COLLEGE**



# Garland County Community College



100 College Drive ■ Post Office Box 3470 ■ Mid-America Park  
Hot Springs National Park, Arkansas 71914-3470 ■ (501) 767-9371

## DIVISION OF HEALTH SCIENCE DEPARTMENT OF EMERGENCY MEDICAL TECHNOLOGY

August 25, 1995

Dr. Wayne Blanchard  
FEMA-EMI  
Building N, Room 200  
16825 South Seton Avenue  
Emmitsburg, MD 21727

Dear Dr. Blanchard:

Thank you for your interest and support during the development of our Emergency Services Management Degree.

I am enclosing the Proposal we submitted to the Arkansas Board of Education, and the approval letter for the program we received from the Arkansas Department of Higher Education. You are free to provide copies of this document to whomever you desire, and we trust that it will be of help in gaining approval for other programs.

If I can be of further assistance, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Lawrence A. McWhorter".

LAWRENCE A. McWHORTER, B.S., NREMT-P  
Program Director

**GARLAND COUNTY COMMUNITY COLLEGE  
HOT SPRINGS, ARKANSAS**

**EMERGENCY SERVICES MANAGEMENT DEGREE  
HIGHLIGHTS**

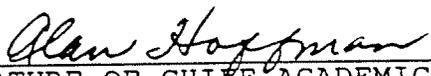
- **Garland County Community College is offering an Associates in Applied Science Degree in Emergency Services Management. This degree is designed to allow Emergency Managers and related professions a resource for academic recognition of their educational work.**
- **This degree was designed with the cooperation of the Emergency Management Institute at Emmitsburg, Maryland, and incorporates those EMI courses which are basic to emergency management.**
- **The Technical Specialty courses are offered in a seminar format based on a forty hour week, rather than a full semester basis. This allows wider participation in allowing us to draw students statewide rather than in the local community alone.**
- **With the addition of the Degree in Emergency Services Management, we now offer A.A.S. degrees in Criminal Justice, Fire Suppression, Emergency Medical Services and Emergency Services Management, which makes us a full spectrum provider of emergency education, the only such provider in the State of Arkansas.**
- **The Emergency Services Management Degree requires a total of 64 Student Semester Credit Hours of which 38 hours are General Education and 26 hours are Technical Specialty hours. Upon completion, the student will have a well rounded knowledge of emergency management subjects, as well as a strong background in writing, communications arts, and other subject areas related to management of emergencies.**
- **Altogether, this degree program will help emergency managers to attain "professional" acceptance, while academically rewarding their work.**

A PROPOSAL FOR A NEW PROGRAM TO  
THE ARKANSAS DEPARTMENT OF HIGHER EDUCATION  
FOR  
GARLAND COUNTY COMMUNITY COLLEGE  
ASSOCIATE OF APPLIED SCIENCE DEGREE  
IN EMERGENCY SERVICES MANAGEMENT  
IN THE DIVISION OF HEALTH SCIENCES

CIP #43.9999

  
SIGNATURE OF PRESIDENT

  
SIGNATURE OF CHAIR OF BOARD

  
SIGNATURE OF CHIEF ACADEMIC OFFICER

January 24, 1995  
DATE OF SUBMISSION

SBHE REVIEW

September 1, 1995  
DATE OF ACTIVATION



## Arkansas Department of Higher Education

114 East Capitol • Little Rock, Arkansas • 72201-3818 • (501) 324-9300 • Fax (501) 324-9308

Diane Suitt Gilleland  
Director

April 28, 1995

Dr. Tom Spencer, President  
Garland County Community College  
100 College Drive  
Hot Springs, AR 71913

Dear Dr. Spencer:

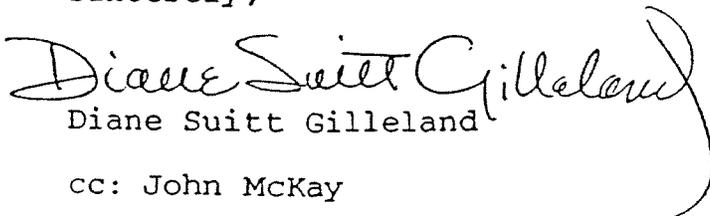
At the regular quarterly meeting of the State Board of Higher Education on April 21, 1995, the Board approved the implementation of the Associate of Applied Science in emergency services management at Garland County Community College. The resolution follows:

RESOLVED, That the State Board of Higher Education approves a new program in emergency services management (CIP 44.9999) for Garland County Community College effective fall 1995.

FURTHER RESOLVED, That the State Board instructs the Director of the Arkansas Department of Higher Education to notify the President and Chair of the Board of Trustees of Garland County Community College of this action.

Please get in touch with Dr. John McKay if you have questions concerning this Board action.

Sincerely,

  
Diane Suitt Gilleland

cc: John McKay

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"Emergency Management Curriculum"  
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Attachment A  
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## PROPOSAL NARRATIVE

### I. General Description

Emergency Services Management is the science of planning for, mitigating, responding, and recovering from disasters. Garland County Community College currently offers Associate in Applied Science Degrees in Emergency Medical Services, Fire Protection, and Criminal Justice. Each of our current degree programs target certain aspects of disaster response, however do not actually tie them all together. Each Emergency Response Agency (i.e. Fire, Law Enforcement, Emergency Medical Services, County OES employees, Red Cross, etc.) require the base knowledge offered by this curriculum. No institution in Arkansas currently offers such a degree curriculum.

Courses for the Technical Specialty portion of this proposed curriculum were selected based on recommendations from the staff of the Emergency Management Institute (EMI) of Emmitsburg, Maryland (Attachment F). The Emergency Management Institute is the training arm of the Federal Emergency Management Agency (FEMA), which is an entity of the United States Government. The Emergency Management Institute provides training to enhance U.S. emergency practices through a nationwide program of resident and non-resident instruction. The Emergency Management Institute

have approximately 4,000 students attending EMI courses in residence annually, while providing sponsorship for training programs conducted by State agencies which train another 60,000 students per year. Most of the courses offered by the Emergency Management Institute have been recommended for credit equivalency under the Non-Collegiate Sponsored Instruction Program of the American Council on Education (ACE). Credit recommendations can be found in "THE GUIDE FOR EDUCATIONAL TRAINING PROGRAMS".

Courses needed for the Associate of Applied Sciences Degree in Emergency Services Management are either: 1) available through the Emergency Management Institute and are approved by the American Council on Education (ACE) or, 2) courses already approved by the Curriculum Committee and taught on sufficient student demand. In order to satisfy residency requirements from Garland County Community College, a student must complete a minimum of 18 student semester credit hours with the college. To fulfill degree requirements, it is our intention to accept transfer credits within the College's policy for work done at other accredited institutions; and to accept transfer of ACE credits from agencies sponsoring the Emergency Management Institute training with appropriate documentation. Also, to insure maximum attendance possibilities at the Technical Specialty courses, it is our intention to offer these

programs on a more intensive "seminar" basis, with the courses given on a 40 hour week basis, rather than a normal three hour per week for a full semester basis. We think that this will better serve the prospective student base and by doing this we will be able to draw students statewide rather than just locally.

## II. Institutional Mission and Scope.

This proposal is consistent with the College mission and scope as quoted here from the 1994-1995 accreditation report to the North Central Association.

"Garland County Community College is a public, open-door institution whose mission is:

+to develop in each student a spirit of continuing inquiry;

+to provide learning opportunities that help develop each student's potential;

+to advance general knowledge through access to a broad spectrum of academic disciplines;

+to provide quality instruction

under qualified faculty;

+to provide a safe learning environment conducive to study and socialization;

+to promote the expansion of higher order thinking skills in students, as well as ethical sensitivity and a personal value system;

+to provide educational service to the community through consultation, technical assistance, continuing education, job training, and other activities for continued learning, growth and personal development.

Through this mission, the college strives to make collegiate education accessible to everyone. This commitment requires the wise use of limited resources without duplicating existing programs and services presently available in the community.

The college is committed to offering educational programs and services which help define an educated person. These characteristics include a level of education which allows someone to understand his/her culture in the larger context of the "global village." Additional characteristics include

the development of problem-solving skills; quantification, analysis, synthesis and communication skills.

This vision, exemplified in the college's mission, is to enhance the quality of life for each student and the community."

Further, program objectives may be derived from the College Program Objectives:

"Following this vision, program objectives are being developed, assessed, and revised to keep pace with the changing needs of students and the community. Therefore, the college is committed to provide the following essential program objectives:

1. Comprehensive developmental courses and tutorial services to remediate basic skills needed by the students to function more successfully in the college and in the community.

2. Occupational education/training/retraining opportunities which allow students to gain or advance in their employment, to seek a certificate or associate degree, to transfer academic course

work to a university capstone program, or to  
meet personal objectives in gaining new  
knowledge.

3. Enhancing transfer effectiveness, whether  
individual courses or associate degrees, to  
other colleges and universities.

4. General education courses, tailored for  
each type of associate degree, for the  
purpose of providing students with the basic  
foundation of learning.

The college is also committed to providing student support services and administrative support services whereby students can achieve their educational goals and enhance their personal development. These include:

+Student service functions dependent on the state funding formula, such as the recruitment, admissions, academic advisement, testing/placement, registration, financial aid, and other activities that help students meet their college goals.

+Student support service functions dependent

on federal or state grants, such as, Job Training Partnership Act, Single Parent/Homemaker, Supplemental Instructional Support program, Disabled Students, Student Support Services program, and the Learning Acceleration Center to enhance the student's potential.

+Administrative support services that serve students, faculty, and staff, such as the library, bookstore, computer network system, administrative offices, maintenance, business office, and physical facilities.

The college is committed to acting as a leader in building connections beyond the campus and fostering partnerships within the community which are inspired by common goals. In addition to making college facilities available to the community, the college accepts the responsibility for providing:

+Activities which promote community, social, economic, and civic well being.

+Opportunities that expand cultural and artistic experiences.

In all of these endeavors Garland County Community College is committed to maintaining standards of achievement consistent with accredited collegiate institutions, and accessible learning opportunities that are made available at reasonable costs.

Underlined sections of the passages quoted above are especially applicable to this proposal.

### III. Availability of Students

In a telephone conversation with our Program Director for EMS, Senator Charlie Cole Chaffin of Benton, advises that she had received in excess of 200 responses from persons who were interested in a degree program during the period she was attempting to have a degree program such as this instituted in Arkansas. In polling the Arkansas Office of Emergency Services, they stated that there were 76 County Offices of Emergency Services each with one or more employees who were required to take much of the technical specialty material offered in this program.

Based on national trends toward higher education in emergency services management, it reasonable to believe that this course offering would attract a minimum of 12 commuting students per year in this degree program. Here again, we think that the more intensive seminar format will attract students statewide.

#### IV. NEED

Currently, there are no institutions of higher learning in the State of Arkansas offering any courses in Emergency Services Management. All county emergency managers for the Offices of Emergency Services are currently being required to take the emergency management courses, however they have no outlet to progress to a degree.

The need for good, thoroughly trained emergency managers has long been recognized, but it has taken several recent disasters to make this point fully understood. The Federal Emergency ~~Services~~ Management Agency (FEMA) through its educational arm, The Emergency Management Institute (EMI) have established curriculum necessary to educate emergency managers and are highly desirous of having educational institutions available to present these courses so that emergency managers will have a way to educationally progress. Mr. John W. McKay, Superintendent of the Emergency Management Institute has offered the help and support of his organization in fulfilling these goals. Additionally, as stated earlier, Senator Charlie Cole Chaffin has proven the need for educational recognition of emergency management.

## V. Program Duplication.

As stated earlier, this program currently duplicates no other program in the State of Arkansas.

The program will attract its applicants from all over Arkansas. Organizations such as the Office of Emergency Services, American Red Cross, Emergency Medical Services, County and Local Government, Law Enforcement Agencies, and private enterprise who require emergency managers are all candidates for a degree of this nature.

## VI. Administration of the Program.

The proposed Associate in Applied Science Degree in Emergency Services Management will be administered by the Department of Emergency Medical Services in the Division of Health Sciences. This Department currently has a Program Director (12-month contract), and is supplemented by adjunct instructors as the requirement arises. The Program Director has faculty status.

The proposed program may require one additional part time instructor, and several pieces of small equipment to be purchased through a reallocation of resources.

The Department of EMS has a dedicated classroom and support

equipment which may be utilized for this program. The Criminal Justice and the Fire Protection programs also have resources available to this proposed program.

#### **VII. Faculty Resources.**

A. Curriculum vitae of the EMS Program Director is attached as an enclosure (Attachment C).

B. Courses that are existing General Education courses at Garland County Community College require no additional personnel. Faculty teaching General Education courses at this institution all have Masters degrees or higher.

C. The proposed Program imposes no hardship on the faculty since the existing General Education courses are offered without regard to this program. The emergency services management courses can be done on a part-time basis by contract for the next two years. Any part time instructors would have to hold as a minimum, a bacheloriata degree with adequate emergency management background and experience. Some of the instruction is available at no cost through the Office of Emergency Services or the Emergency Management Institute.

## VIII. Curriculum.

A summary of degree requirements is listed on the attached enclosure (Attachment A). It should be noted that the combination of General Education (38 SSCH) with that of the Technical Specialty requirements (26 SSCH) amounts to a total of 64 SSCH.

## IX. Library Resources

The following information is provided by the College's Director of the Learning Resource Center:

A. Existing library resources to support the proposed program include:

Books	143
Periodicals	6
Microform units	30
Videocassettes	8

B. The library subscribes to ProQuest (UNI) computerized database for reference to the periodical literature. The library further subscribes to DIALOG ONLINE SERVICES and has access to all data files in this data base.



There are a number of computer bulletin boards available at Garland County Community College to program students for research and "up-to-the-minute" emergency management information. Following is a list of some of these bulletin boards:

Emergency Management Institute Bulletin Board. 301-589-8366. This bulletin board allows students access to research data from the Emergency Management Institute in Emmitsburg, Maryland.

EPA Clean-Up Bulletin Board. 1-301-589-8366. This bulletin board allows students access to the latest information on Hazardous Materials mitigation.

SALEMDUG Bulletin Board. 708-739-1312. This bulletin board is the Federal State and Local Emergency Management Data Users Group from the Federal Emergency Management Agency and allows interface with other emergency managers.

US Department of Justice Americans with Disabilities Bulletin Board. 1-202-514-6193. This bulletin board provides the latest information concerning Americans with Disabilities Act.

US Department of Labor. 202-219-4784. This bulletin board provides information from the US Department of Labor, specifically OSHA requirements, information, and discussions.

The Federal Register Bulletin Board. 202-275-0860. This bulletin board is managed by the Federal National Archives in Washington, and gives the user information concerning Federal Register recordings and contents.

National Technical Information Service (FEDWORLD). 703-321-8020. This bulletin board provides general information concerning many federal agencies and serves as a computer gateway to other federal bulletin boards.

#### X. Physical Facilities

A and B. The Department of EMS has a dedicated classroom in the new campus center on campus. This classroom is larger than the present EMS classroom. The classroom will seat 30 students. Storage areas are included in the classroom area. No laboratories are required for this program.

## XI. Equipment

A and B. No new major instructional equipment is currently needed. Audio visual equipment is utilized on a shared basis with existing programs. Equipment not currently held by the in place programs is supplemented by the Learning Resource Center.

C., D., and E. N/A

## XII. Academic Foundation for Proposed Program

A. The Garland County Community College currently offers Associate Degrees in Criminal Justice, Fire Science, and Emergency Medical Services. This proposed degree in Emergency Services Management draws from all three areas to mitigate and resolve emergency situations affecting the health and safety of the public. With the addition of the proposed program, this college will be in a position to educate all aspects of the emergency services community. Much of the material in the proposed program also compliments the other three emergency services programs thereby enhancing the overall offerings in each of the emergency services programs.

B. N/A

### XIII. Program Enrollment Requirements

Enrollment requirements will be those already in place: the ASSET placement tests for evaluation of student readiness, high school diploma or GED with a twelfth-grade reading level, program application including three references, GCCC application, and interview.

### XIV. Research Arrangements for Graduate Faculty Members

Not Applicable

### XV. Funds for Doctoral Fellowships and Assistantships

Not Applicable

### XVI. Approval by the President and Board of Trustees

This proposal originated with the Department of EMS and received approval of the chair of the Division of Health Sciences in the Spring of 1994. It was approved by the College Curriculum Committee in concept in the Spring of 1994. It was approved in principle by the Dean of Instruction and President of the College in the Spring of 1994. The formal proposal was submitted for final approval to the President and Board of Trustees at their regular meeting in January 1995.

## XVII. Accreditation

A. GCCC is currently accredited by the North Central Association of Colleges and Schools (NCA).

B. The last NCA accreditation visit was in November, 1991, with full ten-year accreditation. There will be a focus evaluation in October 1995, with the full site visit in 2001-02 (see attachment D).

C. The following are excerpted from the REPORT OF A VISIT TO GCCC, November 18-20, 1991, and are pertinent to this proposal:

"The Team feels that there is a far greater potential for service within the College's service area for continuing educational activities....." p. 4

"The Counseling Office gives the ASSET test and the feeling of the academic staff is that the assessment of student capabilities at the point of entry into the College is both appropriate and timely." p.24

"STRENGTHS...Has a faculty that is knowledgeable in the fields in which it offers training, and is committed to providing quality academic and technical instruction to its students." p.27

#### XVIII. Desegregation Impact

A. It is projected that enrollment in the program in its first year will be 12 of which 2 will be black or hispanic. Assuming females as a minority grouping, the program can be expected to attract in excess of 50% of this segment of the population. Since emergency management tasks has not received a "historically ethnic, racial, or gender" specificity, this program is in the position to attract more minorities.

B. The present faculty for this program is one caucasian male.

C. There is an anticipated addition of one part-time faculty person during the first two years of the program.

D. Since the reputation of the college's Health Science programs continues to be the most obvious means

of attracting and recruiting students, timely and accurate information will continue to be provided to potential applicants. Many minorities are currently employed or volunteer time in the management of emergencies and minority populations are usually first in "banding together" during times of crisis and emergency therefore creating a strong demand for accurate and timely information in order to adequately fulfill employment responsibilities. GCCC actively seeks minority applicants for all its programs, and will do so in this program also. Initially, we plan to target current emergency service managers and office staff. Approximately 5 per cent of these are female. The figures on racial and ethnic diversity is not currently available to us. We believe that coupled with current office staff personnel, and other emergency response agencies, we can get a diverse representation racially and ethnically.

**XIX. Program Cost and Financing**

See attachment E

**XX. Productivity**

See attachment B.

(ATTACHMENT A)

EMERGENCY MANAGEMENT CURRICULUM  
(64 SSCH)

DEPARTMENT	NUMBER	COURSE	SSCH
GENERAL EDUCATION			
*ENG	1133	TECHNICAL REPORT WRITING	3
*SPCH	1103	SPEECH	3
*SUPM	1183	EFFECTIVE COMMUNICATIONS	3
*PSYC	1103	GENERAL PSYCHOLOGY	3
*SOC	1103	INTRODUCTION TO SOCIOLOGY	3
*POLS	1123	STATE AND LOCAL GOVERNMENT	3
*CHEM	1115	GENERAL CHEMISTRY	5
***ENG	1113	ENGLISH COMPOSITION I	3
***ENG	1123	ENGLISH COMPOSITION II	3
***DAP	1013	INTRODUCTION TO DATA PROCESSING	3
***POLS	1113	AMERICAN NATIONAL GOVERNMENT	3
***MATH	1123	COLLEGE ALGEBRA	3
SUBTOTAL			<u>38</u>

TECHNICAL SPECIALITY

**EMS	1102	INTRODUCTION TO EMERGENCY MANAGEMENT	2 (S)
**EMS	1202	EMERGENCY PLANNING COURSE	2 (S)
**EMS	1103	EMERGENCY MANAGEMENT BASIC SKILLS SEMINAR	3 (S)
**EMS	1101	DEVELOPING VOLUNTEER RESOURCES	1 (F)
**EMS	1201	PUBLIC POLICY IN EMERGENCY MANAGEMENT	1 (S)
**EMS	1301	FUNDAMENTALS COURSE FOR RADIOLOGICAL MONITORS	1 (S)
**EMS	1401	EXERCISE DESIGN	1 (F)
**EMS	1501	EXERCISE EVALUATION	1 (F)
**EMS	1601	HAZARDOUS MATERIALS-A CITIZEN'S GUIDE	1 (S)
**EMS	1503	HAZARDOUS MATERIALS CONTINGENCY PREPAREDNESS AND PLANNING	3 (S)
**EMS	1701	INCIDENT COMMAND SYSTEM/ EMERGENCY OPERATIONS CENTER COURSE	1 (F)
**EMS	1801	BASIC PUBLIC INFORMATION	1 (F)
**EMS	2002	ADVANCED PUBLIC INFORMATION	

		OFFICER'S COURSE	2 (F)
**EMS	2001	PREPARING TO TRAIN ADULTS	1 (F)
**EMS	2222	INSTRUCTIONAL PRESENTATION SKILLS	2 (F)
**EMS	2101	TELECOMMUNICATIONS AND WARNING SYSTEMS IN SUPPORT OF SURVIVABLE CRISIS MANAGEMENT	1 (F)
**EMS	2422	NATIONAL FLOOD INSURANCE PROGRAM COMMUNITY RATING SYSTEM	2 (F)
		SUBTOTAL	<u>26</u>

\*GCCC OFFERINGS WHICH ARE PART OF GENERAL EDUCATION CURRICULUM  
 \*\*EMERGENCY MANAGEMENT OFFERINGS WHICH ARE PART OF TECHNICAL  
 CURRICULUM (EMS Course numbers are institution specific as the  
 projection is that the new courses will be taught in the  
 Department of EMS temporarily)  
 \*\*\*GCCC OFFERINGS WHICH ARE PART OF THE A.A.S CURRICULUM

#### COURSE DESCRIPTIONS

##### EMERGENCY MANAGEMENT COURSES

EMS 1102 INTRODUCTION TO EMERGENCY MANAGEMENT (2-0-2)

This course examines the need for an emergency management system and the importance of an integrated approach to managing emergencies. Participants formulate the elements of an integrated teamwork system and device specific actions for improving their own contributions to local emergency management teams. Prerequisite is Instructor Permission. (Spring)

EMS 1202 EMERGENCY PLANNING COURSE (2-0-2)

This course seeks to improve planning skills and promote the preparation of integrated emergency management plans. Established planning concepts are used within the context of emergency management. Participants experience the planning process, action planning techniques, and team building for emergency planning. Prerequisite is instructor permission. (Spring)

EMS 1103 BASIC SKILLS SEMINAR (3-0-3)

This course is given in three modules - Leadership and Influence, Decisionmaking and Problem solving, and Effective Communication. It is designed for emergency management officials. Content reinforces existing management skills and introduces management skills required for building an emergency management system. The modules strengthen leadership and communications skills and facilitate decisionmaking and problem-solving. Prerequisite is instructor permission. (Spring)

EMS 1101 DEVELOPING VOLUNTEER RESOURCES (1-0-1)

This course is designed to improve participants' abilities to deal with a broad range of issues in the management of volunteers. Issues covered include identification of tasks provided by organized groups which require volunteer services, skill definition and specification of qualifications, publicity and recruitment, skill development and maintenance, and motivation strategy that promotes continued involvement and quality performance. Prerequisite is instructor permission. (Fall)

EMS 1201 PUBLIC POLICY IN EMERGENCY MANAGEMENT (1-0-1)

This course is designed to heighten awareness of public policy issues inherent in emergency management. Discussions and exercises cover public policy analysis, executive roles, hazard evaluation, establishing public policy, and media relations. Prerequisite is instructor permission. (Spring)

EMS 1301 FUNDAMENTALS COURSE FOR RADIOLOGICAL MONITORS (1-0-1)

This course is designed for personnel selected for duties as radiological monitors. Topics include a review of radiation fundamentals, radiation detection instruments, monitoring techniques, radiological protective actions, radiation hazards, and first responder actions. Prerequisite is instructor permission. (Spring)

EMS 1401 EXERCISE DESIGN (1-0-1)

This course provides knowledge and develops skills that will enable those attending to train a staff and to conduct an exercise that will test a community's plan and its operational response capability. Prerequisite is instructor permission. (Fall)

EMS 1501 EXERCISE EVALUATION (1-0-1)

This course provides knowledge and develops skills that will enable those attending to manage exercise evaluation activities before, during, and after an emergency management exercise. Prerequisite is instructor permission. (Fall)

EMS 1601 HAZARDOUS MATERIALS-A CITIZEN'S GUIDE (1-0-1)

This course is an introduction to hazardous materials and is designed to acquaint the student with a basic understanding of hazardous materials operations and precautions. Prerequisite is instructor permission. (Spring)

EMS 1503 INTRODUCTION TO HAZARDOUS MATERIALS PREPAREDNESS AND CONTINGENCY PLANNING (3-0-3)

This course continues the introduction to hazmat concepts and practices. It covers basic principles of preparedness, the role of local communities, and the hazards presented by chemicals in transportation or fixed-site threats. It further covers emergencies including transportation, use storage, and disposal of hazardous materials and episodic releases of air-toxic chemicals from fixed-site facilities. Prerequisite Hazardous Materials-A Citizen's Guide and instructor permission. (Spring)

EMS 1701 INCIDENT COMMAND SYSTEM/EMERGENCY OPERATIONS CENTER COURSE (1-0-1)

This course is designed to enable participants to develop an incident command system/emergency operations center interface implementation strategy, or action plan, for their community. The course reviews the ICS and EOC models of emergency management operations, including coordination, communication and chief executive decisionmaking. It enhances knowledge and skills needed for clarifying roles, responsibilities, and relationships prior to a disaster. Prerequisite is instructor permission. (Fall)

EMS 1801 BASIC PUBLIC INFORMATION (1-0-1)

This course provides the participant an opportunity to practice and expand on public relations skills. It is a highly interactive course that includes workshops on writing, public speaking, media interviews, and awareness campaign development in emergency management. Prerequisite is instructor permission. (Fall)

EMS 2002 ADVANCED PUBLIC INFORMATION OFFICERS COURSE (2-0-2)

This advanced course builds on the foundations established in the Basic Public Information Officers Course by focusing on PIO responsibilities in large-scale emergency situations. Prerequisite is Basic Public Information Officers Course and instructor permission. (Fall)

EMS 2001 PREPARING TO TRAIN ADULTS (1-0-1)

This course contains information about the theory of how adults learn, adult learning strategies for success, learners as individuals, and being sensitive to cultural diversity. Prerequisite is instructor permission. (Fall)

EMS 2222 INSTRUCTIONAL PRESENTATION SKILLS (2-0-2)

This course prepares the participant to assist with public delivered training. It covers preparation, presentation, and evaluation skills. Prerequisite is Preparing to Train Adults and instructor permission. (Fall)

EMS 2101 TELECOMMUNICATIONS AND WARNING SYSTEMS IN  
SUPPORT OF SURVIVABLE CRISIS MANAGEMENT (1-0-1)

This course covers the need for and survivability development of telecommunications and warning systems in emergency management. Prerequisite is instructor permission. (Fall)

EMS 2422 NATIONAL FLOOD INSURANCE PROGRAM COMMUNITY  
RATING SYSTEM (2-0-2)

This course covers the CRS, a nationwide initiative of the Federal Insurance Administration's National Flood Insurance Program. It describes activities eligible for credit under CRS, how a community applies, and how to provide technical assistance on CRS to community officials. Prerequisite are instructor permission. (Fall)

SEMESTER BREAKDOWN

FIRST SEMESTER

DEPARTMENT	NUMBER	COURSE	SSCH
EMS	1102	INTRODUCTION TO EMERGENCY MANAGEMENT	2
EMS	1103	EMERGENCY MANAGEMENT BASIC SKILLS SEMINAR	3
EMS	1101	DEVELOPING VOLUNTEER RESOURCES	1
EMS	1601	HAZARDOUS MATERIALS-A CITIZEN'S GUIDE	1
SPCH	1103	SPEECH	3
POLS	1123	STATE AND LOCAL GOVERNMENT	3

SECOND SEMESTER

EMS	1701	INCIDENT COMMAND SYSTEM/ EMERGENCY OPERATIONS CENTER COURSE	1
EMS	1801	BASIC PUBLIC INFORMATION	1
EMS	2001	PREPARING TO TRAIN ADULTS	1
EMS	2222	INSTRUCTIONAL PRESENTATION SKILLS	2
SOC	1103	INTRODUCTION TO SOCIOLOGY	3
ENG	1113	ENGLISH COMPOSITION I	3

THIRD SEMESTER

EMS	1201	PUBLIC POLICY IN EMERGENCY MANAGEMENT	1
EMS	1301	FUNDAMENTALS COURSE FOR RADIOLOGICAL MONITORS	1
EMS	1503	HAZARDOUS MATERIALS CONTINGENCY PREPAREDNESS AND PLANNING	3
EMS	1202	EMERGENCY PLANNING COURSE	2
ENG	1123	ENGLISH COMPOSITION II	3
DAP	1013	INTRODUCTION TO DATA PROCESSING	3
POLS	1123	STATE AND LOCAL GOVERNMENT	3

FOURTH SEMESTER

EMS	1401	EXERCISE DESIGN	1
EMS	1501	EXERCISE EVALUATION	1
EMS	2002	ADVANCED PUBLIC INFORMATION OFFICER'S COURSE	2
EMS	2101	TELECOMMUNICATIONS AND WARNING SYSTEMS IN SUPPORT OF SURVIVABLE CRISIS MANAGEMENT	1
EMS	2422	NATIONAL FLOOD INSURANCE PROGRAM COMMUNITY RATING SYSTEM	2
CHEM	1115	GENERAL CHEMISTRY	5

FIFTH SEMESTER

MATH	1123	COLLEGE ALGEBRA	3
SUPM	1183	EFFECTIVE COMMUNICATIONS	3
PSYC	1103	GENERAL PSYCHOLOGY	3
ENG	1133	TECHNICAL REPORT WRITING	3