

**QUINCY COLLEGE**



**Massachusetts Emergency Management Association**  
400 Worcester Road / P.O. Box 1496  
Framingham, MA 01701-0317

**MASSACHUSETTS EMERGENCY  
MANAGEMENT AGENCY**

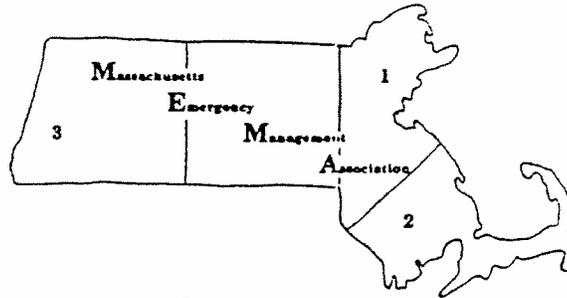
*Peter G. LaPorte, Director*

**State Headquarters**  
P.O. Box 1496  
400 Worcester Road  
Framingham, MA 01701  
Telephone: 508-820-2000

**Area I Headquarters**  
Tewksbury State Hospital  
Building 5  
Tewksbury, MA 01876  
Telephone: 617-944-1184

**Area II Headquarters**  
Mass. Correctional Institution  
P.O. Box 54  
Bridgewater, MA 02324  
Telephone: 508-697-3111

**Area III Headquarters**  
P.O. Box 308  
Westboro, MA 01581  
Telephone: 508-366-5321



**ANTHONY SICILIANO**  
*President*

**DAVID B. O'CONNOR**  
*Clerk / Treasurer*

**GENERAL INFORMATION**

**FROM :** ANTHONY SICILIANO, PRESIDENT  
MASSACHUSETTS EMERGENCY MANAGEMENT ASSOCIATION, INC.

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PLEASE SEE PACKET OF INFORMATION REGARDING ANNOUNCEMENT OF QUINCY COLLEGE  
ACCEPTANCE AND DEVELOPMENT OF CURRICULUM IN CONJUNCTION WITH FEMA'S HIGHER  
EDUCATION INITIATIVE, IN EMERGENCY MANAGEMENT FOR AN ASSOCIATE OF SCIENCE  
DEGREE PROGRAM.



QUINCY  
COLLEGE

34 Coddington Street, Quincy, MA 02169 (617) 984-1600

ANNOUNCEMENT

Quincy College is pleased to announce that in conjunction with the Federal Emergency Management Agency's Higher Education Initiative it has developed curriculum in Emergency Management for an Associate of Science Degree Program.

According to Vice-President Patricia Gales, "Quincy College wants to be a leader in the promotion of increased opportunities for individuals seeking careers or advancement in the profession of emergency management and mitigation".

Course topics will include "Social Dimension of Disasters", "Hazard Assessment and Mitigation", "Emergency Management Policy and Administration", and "The Politics of Disaster". Curriculum in Fire Science and Emergency Medical Service will also be part of the program along with an unpaid internship or special project component.

For further information please contact Dave Williams, Program Coordinator, at Quincy College 34 Coddington Street, Quincy MA 02169 or call (617) 984-1654.

### Hazard Assessment and Mitigation

This course focuses on environmental hazards and human vulnerability to both natural and technological disasters. Topics include: risk assessment and management, disaster modeling, resource access, and adjustment to hazards. Various types of natural hazards including earthquakes, severe storms, floods, drought, and famine are discussed with emphasis on international case studies and the application of mitigation strategies to minimize disaster impacts.

### The Politics of Disaster

The role of politics in governmental and organizational responses to disasters is examined with emphasis on innovative policies to improve planning and mitigation efforts. Topics include: rethinking intergovernmental management, learning from disasters, developing a safety philosophy, promoting active learning, cooperative hazard management policies, sustainable land-use, all-hazards emergency operations planning and linking federal and state emergency response operations.

### Emergency Management Internship

This course is intended to provide the student interested in emergency management with hands-on work experience at a private or public sector entity involved in disaster mitigation and/or emergency response. This unpaid internship will benefit the student by allowing him/her to observe and apply skills / concepts introduced in the program's coursework. Requirements include a minimum of 90+ hours on-site, monthly meetings with the program coordinator and the submission of a term paper / journal.

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## EMERGENCY MANAGEMENT PROGRAM TEXTS

Auf der Heide, Erik. Disaster Response: Principles of Preparation and Coordination. C.B. Mosby, 1989.

Blaikie, Piers et al. At Risk: Natural Hazards, People's Vulnerability, and Disasters. Routledge, 1994.

Building Construction. International Fire Service Training Association, 1986.

Drabek, Thomas E. and Gerard J. Hoetmer. Emergency Management: Principles and Practices for Local Government. International City Management Association, 1990.

Erikson, Kai T. A New Species of Trouble. W.W. Norton, 1994.

Essentials of Fire Fighting. National Fire Protection Association, 1992.

Federal Emergency Management Agency. State and Local Guide for All-Hazard Emergency Operations Planning. (SLG 101). FEMA, 1996.

Grant, Harvy D. Emergency Care. Prentice-Hall, 1994.

Incident Command System. International Fire Service Training Association, 1983.

May, Peter J. et al. Environmental Management and Governance. Routledge, 1996.

Smith, Keith. Environmental Hazards: Assessing Risk and Reducing Disaster. Routledge, 1996.

Toft, Brian and Simon Reynolds. Learning from Disasters: A Management Approach. Butterworth-Heinemann, 1994.

Waugh, Jr., William L. and Ronald J. Hy. Handbook of Emergency Management: Programs and Policies. Greenwood Press, 1990.

Waugh, Jr., William L. Terrorism and Emergency Management: Policy and Administration. Marcel Dekker, Inc., 1990.



**QUINCY  
COLLEGE**

34 Coddington Street, Quincy, MA 02169 (617) 984-1600

**QUINCY COLLEGE  
SEEKS ADJUNCT INSTRUCTORS FOR NEWLY APPROVED  
EMERGENCY MANAGEMENT PROGRAM**

Quincy College is seeking qualified adjunct instructors for its newly approved Associate of Science Program in Emergency Management. Depending on demand, this curriculum may be made available at both North Shore and South Shore locations as well as at the Quincy Main Campus. Appropriate candidates would have a combination of education, practical and teaching/training experience including a minimum of a Bachelor's Degree.

Interested individuals should submit a resume and cover letter to:

Patricia Gales  
Vice-President of Educational Services  
Quincy College  
34 Coddington Street  
Quincy, MA 02169

## EMERGENCY MANAGEMENT COURSES

### Fire Science I

An introduction to fire science, this course emphasizes the philosophy and history of fire protection while introducing the student to basic concepts of fire science including the chemistry of fire, fire loss analysis, and methods / technologies for fire prevention and control.

### Fire Science II

A follow-up to Fire Science I, this course includes building construction, incident command and advanced methodologies for fire prevention and control.

### Emergency Medical Service

This course is designed to train students in emergency medical care. Topics include: basic anatomy, life support, cardiopulmonary resuscitation, principles of splinting and bandaging, emergency childbirth, environmental emergencies, rescue problems and techniques, emergency response equipment, and extrication procedures. This course totals 120 hours. Students must successfully complete the state exam to be certified as E.M.T.s.

### Social Dimensions of Disaster

This course introduces the student to emergency management and the social dimensions of disaster. Topics include: disaster mythology, crisis management, risk communication, warning systems, public response to warnings and disaster, disaster stress and denial, and community / organizational responses to disaster.

### Emergency Management Policy and Administration

Students are introduced to emergency management policies, their historical application in the U. S. to specific hazards, and the administration of resources to mitigate disasters. Topics include: the function of emergency management, all-hazard programs, earthquakes and volcanoes, hurricanes and floods, tornadoes and wildfires, droughts, hazardous material incidents, nuclear emergencies, air disasters, structural failures, and public health emergencies. Also discussed is terrorism, terrorism policies and emergency management.

ASSOCIATE OF SCIENCE IN EMERGENCY MANGEMENT

College Core Requirements:

English Composition I and II	6
Mathematics (Principles of Algebra or higher)	3
Interpersonal Communication	3
State & Local Government	3
General Sociology	3
Physical Science I	3

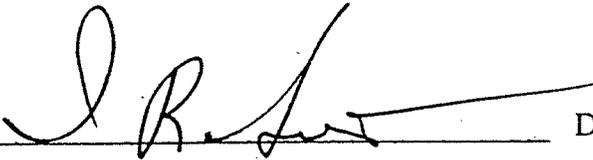
Program Requirements:

General Psychology	3
Introduction to Computers	3
Introductory Chemistry w/ Lab	4
Fire Science I and II	6
Emergency Medical Service	6
Social Dimensions of Disaster	3
Emergency Management Policy and Administration	3
Hazard Assessment & Mitigation	3
The Politics of Disaster	3
Emergency Management Internship	3

Open Elective: 3

**EMERGENCY MANAGEMENT ASSOCIATE DEGREE APPROVAL**

**Signatures:**

Division Chair:  Date: 4-11-97

Academic Council: \_\_\_\_\_ Date: \_\_\_\_\_  
(if applicable)

Curriculum Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Senate Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Academic Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

President: \_\_\_\_\_ Date: \_\_\_\_\_

- Approved
- Disapproved

Comments:

QUINCY COLLEGE  
New Course Application

Date: April 2, 1997

1.) Submitted by: David. T. Williams  
Science & Technology

2.) Program: Emergency Management  
Catalog Title: Social Dimensions of Disaster  
Prerequisites: none  
Frequency of Offering: once yearly  
Cross Listing: none

3.) Expected student count per offering of this course: 20

4.) Will this course meet a core requirement ? No

5.) Course description in catalog language:

This course introduces the student to emergency management and the social dimensions of disaster. Topics include: disaster mythology, crisis management, risk communication, warning systems, public response to warnings and disaster, disaster stress and denial, and community / organizational responses to disaster.

6.) Explain how this course fits into the sequence of your division's course offerings.

This is an introductory course in emergency management that seeks to provide an overview of disasters / hazards and the importance of understanding their social dimensions for effective mitigation, preparedness, response and recovery.

7.) Earliest date at which this course will be offered: Fall Semester, 1997

8.) Rationale for offering this course:

Emergency managers requires both technical and social knowledge & skills in order to understand and deal with extreme events of natural and man-made origins. By obtaining a clear understanding of the nature of disasters and community/organizational responses to them, students will learn how to plan for, cope with, and minimize these hazards.

9.) What courses will be dropped from the catalog to permit offering this new course ?

None. Emergency management courses are part of a new program.

10.) What additional instructional resources will be needed in order to offer this course ?

None. This course has been developed in conjunction with the Federal Emergency Management Agency's Higher Education Initiative which seeks to promote the creation of academic programs in Emergency Management.

11.) With what other courses (or what other major) is this course complementary ?  
Are there courses with which it might compete ?

This course/program is complementary with the recently approved Fire Science Program as well as the Environmental Science Program. It offers additional knowledge and skills applicable to careers in these professions.

Signatures:

Division Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Council: \_\_\_\_\_ Date: \_\_\_\_\_  
(if applicable)

Curriculum Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Senate Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Academic Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

President: \_\_\_\_\_ Date: \_\_\_\_\_

( ) Approved

( ) Disapproved

Comments:

COURSE OUTLINE

Course Number: \_\_\_\_\_

Date: 4 / 12 / 97

AY 1996 - 1997    ( ) Course Update    ( ) New Course

**Division:** Emergency Management

**Title:** The Social Dimensions of Disaster

**Disciplinary Focus:** This course introduces the student to emergency management and the social dimensions of disaster. The student will study principles of emergency preparation and coordination, crisis management, and individual /community / organizational responses to disasters.

**Texts:**

Auf der Heide, Erik. Disaster Response: Principles of Preparation and Coordination. C.B. Mosby. St. Louis, Missouri: 1989

Drabek, Thomas E. and Gerard J. Hoetmer. Emergency Management: Principles and Practices for Local Government. International City Management Association. Washington D.C.: 1990

Erikson, Kai T. A New Species of Trouble. W.W. Norton. New York, N.Y.: 1994

**Course Objectives:** By completing the course the student will be able to:

- Describe Disasters and Hazards in the U.S.
- Explain Disaster Myths and Mythology
- Illustrate Crisis Management Techniques
- Discuss Disaster Awareness and Planning
- Evaluate the Media's Role in Disaster Management
- Analyze and Develop Effective Risk Communication
- Comprehend and Anticipate Public Responses to Disaster
- Identify and Explain Disaster Stress and Denial
- Outline and Assess Community and Organizational Responses
- Appraise Community Functions and Disasters Impacts
- Evaluate and Formulate Disaster Recovery Plans

**Course Format:** The course will meet weekly during the regular semester. Assignments will mainly be in the form of readings from the text, and from additional handouts provided by the instructor. Video materials may also be utilized.

Social Dimensions of Disaster (con't)

**Student Evaluation Criteria:**

The following weights for each criteria are suggested:

In-class Assignments -	10%
Quizzes (three) -	15%
Writing Assignments -	25%
Mid-term and Final Exams -	50%
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	100%

**Lecture Topics and Reading Assignments**

Week # 1: Course Overview: What is a Disaster? (#1); Disasters & Hazards in the U.S. (#4).  
Assignment: Auf der Heide, Ch 1 (pp.1 - 11); Drabek, Intro. (pp. xvii - xxxiv),  
and Quartenelli, "When Disaster Strikes" Psychology Today 5:66-70.

Week # 2: Disaster Mythology (#6) and Sources of Disaster Myths (#7)  
Assignment: Read Drabek, Chaps.1 and 2 (pp. 3 - 54), and  
Auf der Heide, Chaps. 7 and 8 (pp. 133 - 193).

Week # 3: All-Hazards Emergency Management (#5) and Crisis Management (#20)  
Assignment: Read Auf der Heide, Chap. 3 (pp. 33 - 48); Drabek (pp. 161 - 200).

Week # 4: Planning for Disasters (#29 / #30)  
Assignment: Read Auf der Heide, Chapter 10 (pp. 215 - 250).

Week # 5: The Media and Disaster (#28)  
Assignment: Auf der Heide, Chap. 9 (pp. 195 - 212). Handouts from Modules.

Week # 6: Risk Communication (#39) and Effective Warning Systems (#11)  
Assignment: Erikson, Ch. 4 (pp.140 - 157), and Handouts from Modules.

Week # 7: Understanding Disaster Warnings (#8) and Public Warning Responses (#9 / #10)  
Assignment: Prepare for Mid-Term.

Week # 8: Review Session and Mid-Term Exam  
Assignment: Read Erikson, Prologue and Chapter 1 (pp. 11 - 57).



Social Dimensions of Disaster (con't)

Week # 9: Victim Responses (#14) and Non-Victim Responses (#15)  
Assignment: Auf der Heide, Chap. 2 (pp. 13 - 31); Erikson, Chap.3 (pp. 99 - 138)

Week # 10: Disaster Stress (#27) and Disaster Denial (#34)  
Assignment: Auf der Heide, Chapters 4 and 5 (pp. 49 - 101); Drabek (pp.55 - 78).

Week # 11: Community and Organizational Responses to Disaster (#19 / #24).  
Assignment: Read Erikson, Chapter 5 (pp. 158 - 181).

Week # 12: Community Evacuation and Looting Behavior (#10 / #16); Homelessness.  
Assignment: Read Drabek, Chap. 4 (79 - 100); Erikson, Chap. 2 (pp. 58 - 98).

Week # 13: Community Functions and Disaster Recovery (#25 / #26)  
Assignment: Aguirre et al., "The Social Organization of Search & Rescue",  
International Journal of Mass Emergencies and Disasters. 13:67-92  
and Auf der Heide, Chapter 6 (103 - 132).

Week # 14: Emergent Social Groups (#18) and Multiorganizational Responses (#21)  
Assignment: Prepare for Final Exam.

Week # 15: Review Session and Final Exam

**Bibliography:**

(see Emergency Management-Related Bibliography prepared by FEMA)

**Dates:**

**Division Recommendation:** \_\_\_\_\_

**Senate Recommendation:** \_\_\_\_\_

**Academic Officer Recommendation:** \_\_\_\_\_

**President's Approval:** \_\_\_\_\_



11

**QUINCY COLLEGE**  
New Course Application

Date: April 2, 1997

- 1.) Submitted by: David. T. Williams  
Science & Technology
- 2.) Program: Emergency Management  
Catalog Title: Emergency Management Policy and Administration  
Prerequisites: none  
Frequency of Offering: once yearly  
Cross Listing: none
- 3.) Expected student count per offering of this course: 20
- 4.) Will this course meet a core requirement? No
- 5.) Course description in catalog language

Students are introduced to emergency management policies, their historical application in the U.S. to specific hazards, and the administration of resources to mitigate disasters. Topics include: the function of emergency management, all-hazard programs, droughts, earthquakes, volcanoes, hurricanes, floods, tornadoes and wildfires, hazardous material incidents, nuclear emergencies, air disasters, structural failures, and public health emergencies. Also covered is terrorism, terrorism policies and emergency management.

- 6.) Explain how this course fits into the sequence of your division's course offerings.

This course introduces the student to emergency management policies in the United States and their application to specific natural and man-made hazards. Emphasis is placed on the effective administration of emergency management resources within today's complex political, economic and social environment.

- 7.) Earliest date at which this course will be offered: Spring Semester, 1998

- 8.) Rationale for offering this course:

Emergency managers need an understanding of programs and policies dealing with major hazards and disasters with particular emphasis on the development of an integrated emergency management system. This course focuses on the function of emergency management and the development of an all-hazards program.

- 9.) What courses will be dropped from the catalog to permit offering this new course?

None. Emergency management courses are part of a new program.

10.) What additional instructional resources will be needed in order to offer this course ?

None. This course has been developed in conjunction with the Federal Emergency Management Agency's Higher Education Initiative which seeks to promote the creation of academic programs in Emergency Management.

11.) With what other courses (or what other major) is this course complementary ?  
Are there courses with which it might compete ?

This course/program is complementary with the recently approved Fire Science Program as well as the Environmental Science Program. It offers additional knowledge and skills applicable to careers in these professions.

Signatures:

Division Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Council: \_\_\_\_\_ Date: \_\_\_\_\_  
(if applicable)

Curriculum Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Senate Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Academic Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

President: \_\_\_\_\_ Date: \_\_\_\_\_

( ) Approved

( ) Disapproved

Comments:

**COURSE OUTLINE**

Course Number: \_\_\_\_\_

Date: 4 / 12 / 97

AY 1996 - 1997    ( ) Course Update    ( ) New Course

**Division:** Emergency Management**Title:** Emergency Management Policy and Administration**Disciplinary Focus:** This course introduces the student to emergency management policies, their historical applications to specific hazards in the U.S. and the administration of resources to mitigate their impact.**Texts:**

Waugh, Jr., William L. and Ronald J. Hy. Handbook of Emergency Management: Programs and Policies. Greenwood Press, 1990.

Waugh, Jr., William L. Terrorism and Emergency Management: Policy and Administration. Marcel Dekker, Inc., 1990.

**Course Objectives:** By completing the course the student will be able to:

- Explain the Function of Emergency Management
- Describe the Emergency Management Policy Model
- Examine and Appraise U.S. Emergency Management Policies.
- Identify and Evaluate Hazard Specific Policy Applications for:
  - Earthquakes and Volcanic Hazards
  - Hurricanes and Floods
  - Tornadoes and Wildfires
  - Drought Hazard
  - Hazardous Material Incidents
  - Nuclear Emergencies
  - Air Disaster and Structural Failures
  - Public Health Emergencies
  - Civil Defense and All-Hazards Programs
  - Terrorism and Emergency Management

**Course Format:** The course will meet weekly during the regular semester. Assignments will mainly be in the form of readings from the text, and from additional handouts provided by the instructor. Video materials may also be utilized.

## Emergency Management Policy and Administration (con't)

### Student Evaluation Criteria:

The following weights for each criteria are suggested:

In-class Assignments	- 10%
Quizzes (three)	- 15%
Writing Assignments	- 25%
Mid-term and Final Exams	- 50%
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	100%

### Lecture Topics and Reading Assignments

- Week # 1: Course Overview. Introduction to Emergency Management.  
Assignment: Read Waugh (H), Chapters 1 and 2 (pp.1 - 26);  
Waugh (T), Chapter 2 (pp. 15 - 38).
- Week # 2: The Function of Emergency Management, and The Emergency  
Management Policy Model.  
Assignment: Read Waugh (H), Chapters 3 and 4 (pp. 27 - 59).
- Week # 3: Earthquakes and Volcanic Hazards. Quiz # 1.  
Assignment: Read Waugh (H) Chapters 5 and 6 (pp. 61 - 102).
- Week. # 4: Hurricanes and Floods.  
Assignment: Read Waugh (H) Chapters 7 and 8 (pp. 106 - 126).
- Week # 5: Tornadoes and Wildfire Hazards.  
Assignment: Read Waugh (H) Chapter 9 (pp. 148 - 172).
- Week # 6: Drought Hazard. Prepare for Mid-term Exam  
Assignment: Review Waugh (H) Chaps. 1 - 9 & Waugh (T) Chap. 2.
- Week # 7: Mid-term Exam.  
Assignment: Read Waugh (H) Chapter 10 (pp.177 - 195).

Emergency Management Policy and Administration (con't)

- Week # 8: Hazardous Material Transportation Emergencies.  
Assignment: Read Waugh (H) Chapters 11 and 12 (pp 197 - 232).
- Week # 9: Nuclear Emergencies and Air Disasters.  
Assignment: Read Waugh (H) Chapters 13 and 14 (pp. 233 - 269).
- Week # 10: Structural Failures and Public Health Emergencies.  
Assignment: Read Waugh (H) Chapters 15 and 16 (pp. 271 - 302).
- Week # 11: Civil Defense and All-Hazards Programs. Quiz # 2.  
Assignment: Read Waugh (T) Chapter 1 and 3 (pp. 1- 12; 41 - 72).
- Week # 12: Terrorism & Emergency Management;  
Terrorism Process and Anti-Terrorism.  
Assignment: Read Waugh (T) Chapters 4 and 5 (pp. 73 - 133).
- Week # 13: Policy Model Integration and U.S. Terrorism Policies & Programs.  
Assignment: Read Waugh (T) Chapter 6 and Appendix (pp. 141 - 196).
- Week # 14: Managing Terrorism and Emergency Preparedness Responsibilities.  
Assignment: Prepare for Final Exam on Waugh (H) Chaps. 10 - 16,  
and Waugh (T) Chaps. 1 - 6
- Week # 15: Review Session and Final Exam

**Bibliography:**

(see Emergency Management-Related Bibliography prepared by FEMA)

**Dates:**

**Division Recommendation:** \_\_\_\_\_

**Senate Recommendation:** \_\_\_\_\_

**Academic Officer Recommendation:** \_\_\_\_\_

**President's Approval:** \_\_\_\_\_

**QUINCY COLLEGE**  
New Course Application

Date: April 2, 1997

- 1.) Submitted by: David. T. Williams  
Science & Technology
- 2.) Program: Emergency Management  
Catalog Title: **Hazard Assessment and Mitigation**  
Prerequisites: none  
Frequency of Offering: once yearly  
Cross Listing: none
- 3.) Expected student count per offering of this course: 20
- 4.) Will this course meet a core requirement ? No
- 5.) Course description in catalog language

This course focuses on environmental hazards and human vulnerability to both natural and technological disasters. Topics include: risk assessment and management, disaster modeling, resource access, and adjustment to hazards. Various types of natural hazards including earthquakes, severe storms, floods, drought, and famine are discussed with emphasis on international case studies and the application of mitigation strategies to minimize disaster impacts.

- 6.) Explain how this course fits into the sequence of your division's course offerings.

This course introduces the student to current methodologies for assessing and reducing disaster. By focusing on technical aspects of various environmental/socio-economic hazards and the role of human vulnerability, emphasis is placed on measuring risk and developing mitigation strategies to reduce the impacts of disasters.

- 7.) Earliest date at which this course will be offered: Fall Semester, 1998

- 8.) Rationale for offering this course:

Successful emergency management necessitates hazard assessment and mitigation which seeks to minimize disaster impacts. This course introduces students to the technical aspects of assessment methods that highlights the important interrelations between environmental hazards and socioeconomic vulnerability.

- 9.) What courses will be dropped from the catalog to permit offering this new course ?

None. Emergency management courses are part of a new program.

10.) What additional instructional resources will be needed in order to offer this course ?

None. This course has been developed in conjunction with the Federal Emergency Management Agency's Higher Education Initiative which seeks to promote the creation of academic programs in Emergency Management.

11.) With what other courses (or what other major) is this course complementary ?  
Are there courses with which it might compete ?

This course/program is complementary with the recently approved Fire Science Program as well as the Environmental Science Program. It offers additional knowledge and skills applicable to careers in these professions.

**Signatures:**

Division Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Council: \_\_\_\_\_ Date: \_\_\_\_\_  
(if applicable)

Curriculum Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Senate Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Academic Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

President: \_\_\_\_\_ Date: \_\_\_\_\_

Approved

Disapproved

Comments:

COURSE OUTLINE

Course Number: \_\_\_\_\_

Date: 4 / 12 / 97

AY 1996 - 1997    ( ) Course Update    ( ) New Course

**Division:** Emergency Management

**Title:** Hazard Assessment and Mitigation

**Disciplinary Focus:** This course focuses on environmental hazards and human vulnerability to both natural and technological hazards. Emphasis is placed on international case studies and the application of mitigation strategies to minimize disaster impacts.

**Texts:**

Blaikie, Piers et al. At Risk: Natural Hazards, People's Vulnerability, and Disasters. Routledge, 1994.

Smith, Keith. Environmental Hazards: Assessing Risk and Reducing Disaster. Routledge, 1996.

**Course Objectives:** By completing the course the student will be able to:

- Describe and Categorize Environmental and Socio-Technological Hazards
- Summarize and Assess the Challenge of Disasters and Their Mitigation
- Explain and Integrate Risk Assessment and Risk Management
- Define and Interpret Disaster Models and Modeling
- Outline and Apply Vulnerability Assessment Methods
- Discuss Resource Access and Coping with Adversity
- Illustrate Specific Types of Adjustments to Hazards
- Summarize and Appraise Assessment and Mitigation Techniques
- Compare and Contrast Assessment / Mitigation for Specific Hazards:
  - Earthquakes, Volcanoes and Mass Movements
  - Severe Storms, Floods, Droughts and Famine
  - Biological and Bio-Physical Hazards
  - Technological Hazards

**Course Format:** The course will meet weekly during the regular semester. Assignments will mainly be in the form of readings from the text, and from additional handouts provided by the instructor. Video materials may also be utilized.

Hazard Assessment and Mitigation (con't)

**Student Evaluation Criteria:**

The following weights for each criteria are suggested:

In-class Assignments -	10%
Quizzes (three) -	15%
Writing Assignments -	25%
Mid-term and Final Exams -	50%
	<hr/>
	100%

**Lecture Topics and Reading Assignments**

- Week # 1: Course Overview. Hazard in the Environment.  
Assignment: Smith, Chap. 1 (pp. 3 - 27); Blaikie, Chap. 1 (pp. 1 - 17).
- Week # 2: The Challenge of Disasters.  
Assignment: Read Smith, Chapters 2 and 3 (pp. 27 -77).
- Week # 3: Dimensions of Disaster. Risk Assessment and Management.  
Assignment: Read Blaikie, Chapters 2 and 3 (pp. 21 - 70).
- Week # 4: Disaster Modeling, Resource Access and Coping with Adversity.  
Assignment: Read Smith, Chapters 4 and 5 (pp. 78 - 118).
- Week # 5: Adjustment to Hazards: Sharing and Reducing the Loss.  
Assignment: Smith, Ch. 6 (pp. 121- 154); Blaikie, Ch. 8 (pp.168 - 192)
- Week # 6: Tectonic Hazards: Earthquakes. Review for Mid-Term.  
Assignment: Prepare for Mid-Term Exam.
- Week # 7: Mid-Term Exam on Smith, Chapters 1 - 5 and Blaikie, Chapters 1 - 3.  
Assignment: Read Smith, Chapters 7 and 8 (pp. 155 - 209).
- Week # 8: Tectonic Hazards: Volcanoes, and Mass Movement Hazards.  
Assignment: Smith, Ch. 9 (pp. 210 - 236); Blaikie, Ch. 7 (pp.147-167).

Hazard Assessment and Mitigation (con't)

- Week # 9: Atmospheric Hazards: Severe Storms.  
Assignment: Smith, Ch.11 (pp. 256 - 285); Blaikie, Ch. 6 (pp.124-145)
- Week # 10: Hydrological Hazards: Floods.  
Assignment: Smith, Ch. 12 (pp. 286 - 313); Blaikie, Ch. 4 (pp. 47 - 99)
- Week # 11: Hydrological Hazards: Drought, and Famines.  
Assignment: Smith, Ch.10 (pp. 237 - 255); Blaikie, Ch. 5 (pp.101-122)
- Week # 12: Biological and Bio-Physical Hazards.  
Assignment: Read Smith, Chapter 13 (pp. 314 - 340).
- Week # 13: Technological Hazards.  
Assignment: Read Smith, Chapter14 (pp. 341 - 352), and  
Blaikie Chapters 9 and 10 (pp. 195 - 235).
- Week # 14: Vulnerability, Relief & Reconstruction: Towards a Safer Environment.  
Assignment: Prepare for Final Exam on Smith, Chapters 6 - 14,  
and Blaikie, Chapters 4 - 10.
- Week # 15: Review Session and Final Exam.

**Bibliography:**

(see Emergency Management-Related Bibliography prepared by FEMA)

**Dates:**

**Division Recommendation:** \_\_\_\_\_

**Senate Recommendation:** \_\_\_\_\_

**Academic Officer Recommendation:** \_\_\_\_\_

**President's Approval:** \_\_\_\_\_

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**QUINCY COLLEGE**  
New Course Application

Date: April 2, 1997

- 1.) Submitted by: David T. Williams  
Science & Technology
- 2.) Program: Emergency Management  
Catalog Title: **The Politics of Disaster**  
Prerequisites: none  
Frequency of Offering: once yearly  
Cross Listing: none
- 3.) Expected student count per offering of this course: 20
- 4.) Will this course meet a core requirement? No
- 5.) Course description in catalog language

The role of politics in governmental and organizational responses to disasters is examined with emphasis on innovative policies to improve planning and mitigation efforts. Topics include: rethinking intergovernmental management, learning from disasters, developing a safety philosophy, promoting active learning, cooperative hazard management policies, sustainable land-use, all-hazards emergency operations planning, and linking federal and state emergency response operations.

- 6.) Explain how this course fits into the sequence of your division's course offerings.

This course seeks to introduce the student to the important role of governmental and organizational politics in implementing innovative planning and mitigation efforts. Extensive use of case studies from national / international disasters are utilized to emphasize proactive emergency management and hazard mitigation strategies.

- 7.) Earliest date at which this course will be offered: Spring Semester, 1999

- 8.) Rationale for offering this course:

Implementing emergency management and hazard mitigation strategies requires knowledge and skills in intergovernmental and organizational politics. Students are introduced to methodologies for understanding these phenomena and dealing proactively with the political aspects of being an emergency manager.

- 9.) What courses will be dropped from the catalog to permit offering this new course?

None. Emergency management courses are part of a new program.

10.) What additional instructional resources will be needed in order to offer this course ?

None. This course has been developed in conjunction with the Federal Emergency Management Agency's Higher Education Initiative which seeks to promote the creation of academic programs in Emergency Management.

11.) With what other courses (or what other major) is this course complementary ?  
Are there courses with which it might compete ?

This course/program is complementary with the recently approved Fire Science Program as well as the Environmental Science Program. It offers additional knowledge and skills applicable to careers in these professions.

Signatures:

Division Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Council: \_\_\_\_\_ Date: \_\_\_\_\_  
(if applicable)

Curriculum Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Senate Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Academic Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

President: \_\_\_\_\_ Date: \_\_\_\_\_

Approved

Disapproved

Comments:

**COURSE OUTLINE**

Course Number: \_\_\_\_\_

Date: 4 / 12 / 97

AY 1996 - 1997    ( ) Course Update    ( ) New Course

Division: Emergency Management

Title: The Politics of Disaster

**Disciplinary Focus:** This course focuses on the role of politics in governmental and organizational responses to disaster. Emphasis is placed on innovative policies to improve planning and mitigation efforts.

**Texts:**

May, Peter J. et al. Environmental Management and Governance.  
Routledge, 1996.

Toft, Brian and Simon Reynolds. Learning from Disasters:  
A Management Approach. Butterworth-Heineman, 1994.

Federal Emergency Management Agency. State and Local Guide for  
All-Hazard Emergency Operations Planning. (SLG 101). FEMA, 1996.

**Course Objectives:** By completing the course the student will be able to:

- Explain and Analyze Governmental / Organizational Politics in Disaster Management
- Describe and "Rethink" Intergovernmental Management in Hazard Mitigation
- Evaluate Methodologies for Organizational Learning from Disasters
- Outline Methods for Developing and Disseminating a Safety Philosophy
- Discuss and Formulate Techniques for Promoting Active Learning
- Identify and Prescribe Cooperative Hazard Management Policies and Practices
- Illustrate and Critique Local Planning and the Role of Regional/National Government
- Explain and Consider Innovative and Sustainable Land-Use Management
- Describe and Summarize Prospects for Cooperative Policies
- Define and Assess All-Hazards Emergency Response Operations
- Appraise Methods for Linking Federal and State Emergency Response

**Course Format:** The course will meet weekly during the regular semester. Assignments will mainly be in the form of readings from the text, and from additional handouts provided by the instructor. Video materials may also be utilized.

The Politics of Disaster (con't)

**Student Evaluation Criteria:**

The following weights for each criteria are suggested:

In-class Assignments	- 10%
Quizzes (three)	- 15%
Writing Assignments	- 25%
Mid-term and Final Exams	- 50%
	<hr/>
	100%

Lecture Topics and Reading Assignments

- Week # 1: Course Overview. The Politics of Disaster in Organizations and Government.  
Assignment: May, Chapter 1 (pp. 1 - 15), and Toft, Chapter 1 (pp. 1 - 15).
- Week # 2: Rethinking Intergovernmental Management and Learning from Disasters.  
Assignment: May, Chap. 2 (pp. 22 - 40); Toft, Chaps. 2 & 3 (pp. 16 - 47).
- Week # 3: Coercion and Prescription: Growth Management in Florida, and Generation of Hindsight - Schematic Report Analysis Diagram.  
Assignment: Read Toft, Chapter 4 (pp. 47 - 72).
- Week # 4: General Organizational Learning and Developing a Safety Philosophy.  
Assignment: Read Toft, Chapter 5 (pp. 73 - 103).
- Week # 5: Specific Organizational Learning and Promoting Active Learning.  
Assignment: Read Toft, Chapters 6 and 7 (pp. 104 - 129).
- Week # 6: Case Studies & Conclusions: Modeling Socio-Technical Failure Minimization.  
Assignment: Prepare for Mid-term Exam on Toft Text and May, Chs. 1 & 2.
- Week # 7: Review Session and Mid-Term Exam.  
Assignment: Read May, Chapters 3 and 4 (pp. 43 - 85).
- Week # 8: Cooperative Hazard Management: Cases from New Zealand & Australia.  
Assignment: Read May, Chapters 5 and 6 (pp. 89 - 124).

The Politics of Disaster (con't)

- Week # 9: Policy Comparisons and the Role of Regional Government.  
Assignment: Read May, Chapters 7 and 8 (pp. 126 - 170).
- Week # 10: Local Planning, Innovation and Sustainable Land-use Management.  
Assignment: Read May, Chapters 9 and 10 (pp. 173 - 210).
- Week # 11: Outcomes of Cooperative Policies and the Importance of Commitment.  
Assignment: Read May, Chaps. 11 (pp. 211 - 231); SLG 101, Chaps. 1 - 4.
- Week # 12: Prospects for Cooperative Policies and Introduction to All-Hazards  
Emergency Operations Planning.  
Assignment: Read SLG 101, Chapter 5 and Attachments.
- Week # 13: Core Functions of Emergency Response Operations.  
Assignment: Read SLG 101, Chapter 6, Attachments and Chapter 7.
- Week # 14: Hazard-Unique Planning. Linking Federal and State Emergency  
Response Operations.  
Assignment: Review for Final Exam on May Chapters 3 - 11 and SLG 101.
- Week # 15: Review Session and Final Exam.

**Bibliography:**

Sylves, Richard T. and William L. Waugh. Disaster Management in the U.S. and Canada. Charles C. Thomas Publishing, 1996.

(also, see Emergency Management-Related Bibliography prepared by FEMA)

**Dates:**

**Division Recommendation:** \_\_\_\_\_

**Senate Recommendation:** \_\_\_\_\_

**Academic Officer Recommendation:** \_\_\_\_\_

**President's Approval:** \_\_\_\_\_

QUINCY COLLEGE  
New Course Application

Date: April 2, 1997

- 1.) Submitted by: David. T. Williams  
Science & Technology
- 2.) Program: Emergency Management  
Catalog Title: Emergency Management Internship  
Prerequisites: none  
Frequency of Offering: once yearly  
Cross Listing: none
- 3.) Expected student count per offering of this course: 20
- 4.) Will this course meet a core requirement? No
- 5.) Course description in catalog language

This course is intended to provide the student interested in emergency management with hands-on work experience at a public or private sector entity involved in disaster mitigation and/or emergency response. This unpaid internship will benefit the student by allowing him/her to observe and apply skills / concepts introduced in the program's course work. Requirements include a minimum of 90+ hours on-site, monthly meetings with the program coordinator and the submission of a term paper / journal.

- 6.) Explain how this course fits into the sequence of your division's course offerings.

An internship provides students an opportunity to put to practice classroom concepts, knowledge and skills. As a "capstone" experience within the program, an internship provides the student a simulated work experience and gives them vital experience in the emergency management profession.

- 7.) Earliest date at which this course will be offered: Spring Semester, 1999

- 8.) Rationale for offering this course:

Internships give students an opportunity to practice learned concepts and skills and gain entry level employment in the emergency management profession. Placing students in unpaid internships gives them needed experience and potential networking opportunities.

- 9.) What courses will be dropped from the catalog to permit offering this new course ?

None. Emergency management courses are part of a new program.

10.) What additional instructional resources will be needed in order to offer this course ?

None. This course has been developed in conjunction with the Federal Emergency Management Agency's Higher Education Initiative which seeks to promote the creation of academic programs in Emergency Management.

11.) With what other courses (or what other major) is this course complementary ?  
Are there courses with which it might compete ?

This course/program is complementary with the recently approved Fire Science Program as well as the Environmental Science Program. It offers additional knowledge and skills applicable to careers in these professions.

**Signatures:**

Division Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Council: \_\_\_\_\_ Date: \_\_\_\_\_  
(if applicable)

Curriculum Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Senate Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

Academic Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(after approval)

President: \_\_\_\_\_ Date: \_\_\_\_\_

Approved

Disapproved

Comments:

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COURSE OUTLINE

Course Number: \_\_\_\_\_

Date: 4 / 12 / 97

AY 1996 - 1997    ( ) Course Update    ( ) New Course

Division: Emergency Management

Title: Emergency Management Internship

**Disciplinary Focus:** This course is intended to provide the student interested in emergency management with hands-on work experience at a private or public sector entity involved in disaster mitigation or emergency response.

**Text:** This is a field experience course and no text is required.

**Course Objectives:**

This course is intended to provide the student an unpaid internship that will allow him/her to observe and apply skills / concepts introduced in the program's coursework at a private or public sector entity involved in disaster mitigation and/or emergency response. Specifically, at the end of the internship the student will be able to:

- Demonstrate appropriate professionalism.
- Discuss emergency management concepts / skills utilized at internship.
- Describe specific duties and responsibilities of an emergency manager.
- Summarize applicable EM governmental / organizational structure.
- Produce written and oral statements that show subject mastery.

**Course Format:**

The course will require a minimum of 90 hours on-site and monthly meetings with the program coordinator as well as the submission of a term paper and journal. Internship supervisor comments will be required.

**Student Evaluation Criteria:**

The following grading criteria are recommended:

- Journal - 15%
- Supervisor Evaluation - 25%
- Term Paper / Report - 40%
- Class Presentation - 20%
- 100%

Lecture Topics and Reading Assignments

Because of the unique nature of an internship course, the standard format is not quite appropriate. The following is an outline of topics to be discussed during monthly student meetings with the program coordinator and may provide a foundation for the required term paper / journal.

Week # 1 - 4

Overview of emergency manager's roles and responsibilities at the internship site.

Week # 5 - 8

Emergency management project involvement.

Week # 9 - 11

Integration of state / local and federal hazard mitigation strategies.

Week # 12 - 15

Professional skill and public communication development.

**Bibliography:**

(see Emergency Management-Related Bibliography prepared by FEMA)

**Dates:**

**Division Recommendation:** \_\_\_\_\_

**Senate Recommendation:** \_\_\_\_\_

**Academic Officer Recommendation:** \_\_\_\_\_

**President's Approval:** \_\_\_\_\_