

ARIZONA WESTERN COLLEGE  
SYLLABUS

TEC 165 EMPLOYEE AND OCCUPATIONAL SAFETY 1

Credit Hours: 3 Lec 3

PREREQUISITE: None

COURSE DESCRIPTION

A Course in the development of a specific body of knowledge pertaining to established Occupational Safety and Health Standards. Focus is on the practical application and interpretation of appropriate safety and health standards to develop the ability to recognize potential hazardous conditions.

1. COURSE GOALS

- 1.1 Develop basic safety skills and knowledge needed to succeed in the construction/industrial maintenance industry. Course uses a competency based standardized course of study for development of skills that meet the National Center for Construction Education Research (NCCER) Contren© Learning Series curriculum standards. Course prepares students to be eligible for recognition through the NCCER national registry. Students must pass written and performance test to receive NCCER training recognition. Students must complete course requirements as outlined by OSHA to be eligible to receive an OSHA 30-hour card.
- 1.2 Prepares learners to acquire knowledge and develop the proper attitude toward employee and occupational safety, and finally prepares learners to function as an employee in hazard-control programs.

2. OUTCOMES

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

- 2.1 explain the role of OSHA in job-site safety.
- 2.2 explain OSHA's *General Duty Clause* and *1926 CFR Subpart C*.
- 2.3 describe the impact of accidents, and identify the four high-hazard areas and demonstrate proper manual lifting procedures.
- 2.4 demonstrate hazard recognition and risk assessment techniques and explain the basics of construction health.
- 2.5 identify basic fall, electrical, fire, trenching, materials handling, and heavy equipment hazards, and explain the general safety procedures associated with them.
- 2.6 explain and demonstrate the use of appropriate personal protective equipment, demonstrate and explain general hand- and power-tool safety guidelines.
- 2.7 explain and identify the various signs, signals, barricades, markers, and tags used on a job site and proper housekeeping procedures for Construction and Industry.
- 2.8 explain fall protection procedures and requirements, and explain the proper use of ladders and scaffolding.
- 2.9 explain the use of work permits and lockout/tagout procedure, understanding of assured equipment grounding conductor programs (GFCI), and explain the emergency procedures for trenching accidents.
- 2.10 identify the hazards of working around or on heavy equipment, proper rigging safety procedures an use of hand signals.

3. METHODS OF INSTRUCTION

- 3.1 Lecture
- 3.2 Demonstrations
- 3.3 Instructional technology
- 3.4 Out-of-class assignments
- 3.5 Handouts

- 3.6 Discussion
4. LEARNING ACTIVITIES
- 4.1 Textbook reading assignments
  - 4.2 Discussions
  - 4.3 Class activities and projects
  - 4.4 Lectures, demonstrations, and presentations
  - 4.5 Written exercises
5. EVALUATION
- 5.1 Participation
  - 5.2 Quizzes
  - 5.3 Assignments
  - 5.4 Written and performance examinations
6. STUDENT RESPONSIBILITIES
- 6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.
  - 6.2 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.
  - 6.3 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
  - 6.4 Academic Integrity: Any student participating in acts of academic dishonesty—including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
  - 6.5 Texts and Notebooks: Students are required to obtain the class materials for the course.
  - 6.6 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for “No Show” reporting during the first 10 days of each semester.  
Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS grade may result in a student losing their federal financial aid.  
For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):
    - Submitting an academic assignment
    - Taking an exam, an interactive tutorial or computer-assisted instruction
    - Attending a study group that is assigned by the school
    - Participating in an online discussion about academic matters
    - Initiating contact with a faculty member to ask a question about the academic subject studied in the course