

MEMORANDUM FOR STUDENTS ENROLLED IN CMGT 3348 CONSTRUCTION SAFETY

SUBJECT: CMGT 3348 Administrative Instructions, Spring 2022

1. **Welcome to CMGT 3348 – Construction Safety.** This course examines the application of OSHA 29CFR 1926 for the construction industry along with applicable state and federal construction safety laws pertaining to construction, altercations, or repair work at construction sites. Prerequisite: None. A tentative course schedule and introduction to instructor are provided in Attachments 1 and 2. Specific course objectives are provided in Attachment 3.

2. **Attendance:** This is a Hybrid course. You are expected to attend all scheduled class meetings and view all lectures posted on Canvas. Canvas tracks when you view posted lectures, and this will be part of your participation grade. Class time will be used for demonstrations, project meetings, and class discussions. It is your responsibility to sign the attendance roster each class period which will also be part of the participation grade.

OSHA 10: This semester you will be offered the opportunity to obtain an OSHA 10 card while participating in class. OSHA trainers will be speaking in designated classes as highlighted on the schedule. You must attend all highlighted designated classes and sign the attendance sheets in order to receive your OSHA 10 card. Other requirements will be covered in class.

If you know that you will miss a class email me a note to that effect prior to the class. If your absence is unexpected, email me as soon as feasible. If you will miss a scheduled class, you are still responsible for the material. If you miss a highlighted designated class you will not receive an OSHA 10 card.

3. **Extra Help:** PLEASE DO NOT WAIT UNTIL THE LAST MINUTE. If you are having trouble with this class, email me at: aarnold@uttyler.edu. I will answer email within 24 hours.

4. **Online and Classroom Procedures:**

Course content online is organized by week. View the videos, read documents, submit assignments, and participate in class discussions as required. Completing materials on-time is your individual responsibility.

Come prepared to face-to-face class meetings. Check Canvas to see what you are required to bring in addition to your study notes, textbook, note-taking material, and calculator.

5. **Course Materials:**

- a. Textbooks - optional: *Construction Safety Management and Engineering*, Darryl C. Hill, editor. 2004, American Society of Safety Engineers. ISBN 978-1-885581-46-4.
- b. I will post additional course materials in Canvas. Canvas enrollment is automatic with course registration. Ensure that you have the necessary hardware and software for access.

6. **Exams and Grading:**

- a. Grade Breakout and Cutoffs:

Course Points

Assignments / Quizzes / Discussion Board 450 (22.5%)

Wiki Assignments	440 (22%)
Professional Practice	100 (5%)
Projects (3)	260 (13%)
Midterm Exams (2)	450 (22.5%)
Final Exam	<u>300 (15%)</u>
	2,000 (100)

University grade breaks will be used to determine final grade posting.

If you earn a cumulative average of less than 65% on all exams or if you fail to earn at least 50% on the final exam; you may fail the course, **regardless of your course grade.**

- b. All grades will be posted on Canvas. It is your responsibility to monitor your grades to determine if you are achieving the grade you desire.
 - c. Mid-term Exams and Final Exam:
Mid-term Exams and Final Exam are online exams. The dates for all exams are included in the course schedule. Check Canvas for times and dates take the exam. You must complete the exam in one sitting during the time allotted for the exam. Official reasons for missing an exam are outlined in the UT Student Handbook. You are required to take a make-up Exam, regardless of your reason for missing the scheduled Exam. Report any conflict to me as soon as possible prior to the Exam.
 - d. Collection of Student Work: Most work is submitted on-line and copies will be kept and used for the accreditation course and outcomes notebooks.
 - e. Embedded indicators of accomplishment of program outcomes: At times throughout the semester, portions of student work will be analyzed to determine if our program is accomplishing stated program outcomes based on established metrics.
7. **Assignments:** Homework problems will typically be assigned on a daily basis. Students are encouraged to *discuss* their homework solutions with one another, but each student must submit their own, **independent** work. The homework due date and time will be clearly given with the homework assignment on Canvas. Homework is turned in online with automatic date and time cutoffs.

Assignment Format: The student is expected to present professional, neat, organized, high-quality assignments. An assignment should be something you are proud of and not something hastily “slapped together”. Assignments that are unreadable will be marked wrong. As a contractor your goal is to make a clear, logical, and professional presentation of your work, which is both accurate and correct. As such both your presentation and the accuracy of your work are important, and both will be graded. This means you should check grammar and spelling before submission.

- 1) Late Submissions. It is a basic principle of professionalism that **“Professionals are not late.”** A “COORDINATED LATE” submission occurs when you will miss the deadline for a graded homework assignment and you contact me in advance.

Notification immediately before the submission will not suffice. Deductions to your assignment grade for late submissions will be given as follows:

- i. 0-24 hours late a deduction of 25% of the earned grade
- ii. 24-48 hours late a deduction of 50% of the earned grade
- iii. More than 48 hours late No credit. **Assignments must still be submitted.**

Obviously, there are circumstances that can occur that make a timely submission impossible and I will work with you when and if they occur.

- 2) Assigned Readings: Doing the assigned reading by the “due date” will help you to understand the material presented during the instruction and will fill in gaps for things we do not cover (***I will not cover everything***). It will also make you more familiar with terms and concepts to be covered. Reading the assignment will enhance your ability to learn!
 - 3) Wiki Assignments: In this class you will be building a safety wiki through Canvas. Be aware that time and date deadlines will be set for all assignments and are posted in the syllabus. It is your responsibility to meet these deadlines. These are interactive assignments and you will need to communicate with other class members to successfully complete the assignments.
7. **Extra credit:** There is none. Students who keep up with their assignments and prepare for the exams will do well in this class.
8. **Professional Practice.** During this semester, a portion of your grade in this course (5%) will be derived from a level of professional practice expectations. These expectations include a professional demeanor and work ethic (attitude), consistent daily preparation (assignment reading, viewing all posts), commitment to learning and fulfilling obligations (on time assignment submittal and professional discussion board posts/participation).
10. **Academic Misconduct:** Plagiarism of homework and cheating on examinations will be interpreted as academic misconduct and will not be tolerated. Please refer to the University of Texas at Tyler current Undergraduate Catalog for academic policies and Manual of Policies and Procedures for Student Affairs (MOPPS, Chapter 8) regarding academic integrity, cheating and plagiarism. Academic dishonesty will not be tolerated. Ignorance of the rules and policies provides no protection from the consequences.

See Canvas for the UNIVERSITY POLICIES AND ADDITIONAL INFORMATION THAT MUST APPEAR IN EACH COURSE SYLLABUS

Attachment 1

Week #	Lesson #	Date	Topic	Assignment
1	1	Tuesday-F2F	11-Jan Introduction to CMGT 3348; OSHA 10 Card See instructions for Week 1 & Getting Stared in Canvas Class discussion of safety quiz; Be sure to take quiz before class. Case study Texas City Disaster	A1 Intro to safety quiz
	2	Thursday online	13-Jan General Duty Clause Video Wiki Class introductions Statistics, Who is OSHA?	A2 Wiki Class Introductions
2	3	Tuesday-F2F	18-Jan Introduction to OSHA 10 Workers rights, employee responsibilities, how to file a complaint. OSHA Trainer: Ed Farina	Take Construction Photos w/ Partner A3 Wiki 1903 A4 Wiki 1904
	4	Thursday online	20-Jan OSHA Standards, Inspections, Citations and Penalties 1903, 1904	A5 Four steps inspect process Quiz A6 Construction Citations
3	5	Tuesday-F2F	25-Jan PPE's (1926 Sub-part E) OSHA Trainer: Tamie Bay	A7 Wiki SP E
	6	Thursday online	27-Jan Hazardous Communication	A8 MSDS Disc Board
4	7	Tuesday-F2F	1-Feb Fall Protection (1926 Sub-part M) OSHA Trainer: Ed Farina	A9 Wiki SP M
	8	Thursday online	3-Feb Cranes (1926 Sub-part N)	A10 Crane Wiki
5	9	Tuesday-F2F	8-Feb Falls and Ladders OSHA Trainer: Ed Farina	A11 Wiki SP X
	10	Thursday online	10-Feb Mid Term Examination #1 (online)	Must be completed by 7 pm
6	11	Tuesday-F2F	15-Feb Job site Photo Presentations	P1 Teams present experiences with job site photos
	12	Thursday online	17-Feb Fire Protect & Prevention (Subpart F) Concrete (1926 Sub-part Q)	A12 Wiki SP F A13 Wiki SP Q
7	13	Tuesday-F2F	22-Feb Caught-In or Between Confined spaces (1926 Sub-part S) OSHA Trainer: Tamie Bay	
	14	Thursday online	24-Feb Women in Construction Spanish Speaking work force	A14 & A15-discussion board
8	15	Tuesday-F2F	1-Mar Struck-By Scaffolding (1926 Sub-part L) OSHA Trainer: Tamie Bay	A16 Wiki SP L
	16	Thursday online	3-Mar Steel Erection (1926 Sub-part R)	A17 Steel Erection Q

Week	Day	Date	Topic	Assessment
6	Thursday	17-Feb	Fire Protect & Prevention (Subpart F) Concrete (1926 Sub-part Q)	A12 Wiki SP F A13 Wiki SP Q
	Tuesday-F2F	22-Feb	Caught-In or Between Confined spaces (1926 Sub-part S) OSHA Trainer: Tamie Bay	
7	Thursday	24-Feb	Women in Construction Spanish Speaking work force	A14 & A15- discussion board
	Tuesday-F2F	1-Mar	Struck-By Scaffolding (1926 Sub-part L) OSHA Trainer: Tamie Bay	A16 Wiki SP L
8	Thursday	3-Mar	Steel Erection (1926 Sub-part R)	A17 Steel Erection Q
	Mon	7-13 March	Spring Break	
9	Tuesday-F2F	15-Mar	Electrocution Lock out tag out OSHA Trainer: Ed Farina	
	Thursday	17-Mar	Electrical (1926 Sub-part K)	A18 Wiki SP K
10	Tuesday-F2F	22-Mar	Materials Handling (1926 Sub-part H) Tools (1926 Sub-part I) OSHA Trainer: Ed Farina	A19 Wiki SP H A20 Wiki SP I
	Thursday	24-Mar	Accident Investigation / Training	A21 Chapt 10 Quiz A22 Chapt 11 Quiz
11	Tuesday-F2F	29-Mar	Trenching & Excavation (1926 Sub-part P) OSHA Trainer: Tamie Bay	
	Thursday	31-Mar	Excavation problem	A23 Excavation
12	Tuesday-F2F	5-Apr	Project 2 OSHA Form 300 Project Workers Comp	P2 OSHA Form 300 Project A24 Workers Comp
	Thursday	7-Apr	Mid Term Examination #2 (online)	
13	Tuesday-online	12-Apr	Attend Senor Day, Must sign in. See Canvas for details, Weather effects on the worker	A25 Weather effects quiz
	Thursday	14-Apr	Multiemployer Work-Site Issues/Managing Subcontractor Liability	A26 Chapt 13 Quiz
14	Tuesday-F2F	19-Apr	Project 2 Form 300 Presentation Final review	Project 2 Presentation
	Thursday	21-Apr	Read safety plan Safety plan Quiz	A27 Safety Plan Quiz
15	Mon	25-Apr	Study Day	
	April 26 - 29		Finals Week	
	Tuesday	26-Apr	Final Exam - On Line	

Homework assignments are posted on Canvas with due dates clearly defined.

Attachment 2

Introduction to Instructor:

Instructor: Althea Arnold, PE, PhD

Office: RBS 1035

Office Hours: email will be responded to within 24 hours, in-person meetings by appointment
Office hours are posted on my door.

Phone: 903-566-7002

Email: aarnold@uttyler.edu

Spring 2021

Time: Hybrid format;

Lecture F 2:30-3:25pm and 3:30-4:25

Meeting Place: RBS 1031

This will be the eighth time I will teach CMGT 3348 in the Hybrid format. Monday and Wednesday Lectures will be online and we will meet Fridays for hands on learning activities. I am looking forward to teaching this course and have prepared some great experiences for you.

I have taught at UT Tyler for nine years and have enjoyed meeting Construction Management students in courses and as a mentor. I have previously been on faculty at the University of North Texas and Texas A&M, where I also taught a Construction Safety Course. I am a Registered Professional Engineer and have over 30 years' experience in the field, working in design and construction management in all three areas: residential, commercial, and heavy civil construction. I have worked in Texas, California, and Maryland. I have also performed research for Texas Transportation Institute in crash testing of highway hardware.

I have a BS and MS in Civil Engineering specializing in structures and a PhD in Construction Management all from Texas A&M. My specialties are in Building Information Modeling (BIM) and Green Building.

I enjoy teaching and like to challenge students to reach their full potential by involving them in the latest construction technologies. I expect students to be engaged in their own learning. I believe that the information, procedures, and techniques I provide students during the courses I instruct will help them in the future to obtain and sustain professional and rewarding employment meeting their lifetime goals.

To help you I am available to answer questions about the courses I am teaching, questions on your schedule and academic progress, student construction organizations, and employment opportunities. Please feel free to make an appointment for an in-person meeting or send me an email.

Dr. Arnold

Attachment 3
CMGT 3348 Course Objectives:

1. Learn the components to prepare a Construction Safety Plan.
2. Learn what is contained in a successful Safety, Health and Environmental (SH&E) program.
3. Identify the roles management and workers play in a successful SH&E program problems.
4. Describe the role OSHA has in Construction Safety.
5. Describe the basic components of a drug program.
6. Describe direct and indirect costs in Construction Safety Management.
7. Describe and evaluate the use of fall protection and scaffolding in preventing accidents.
8. Describe and evaluate the dangers involved with trenching and excavation.
9. Understand the types of personal protective equipment (PPE) and when they should be used.
10. Identify what would trigger an OSHA inspection.