**EADP 3035-001**

**Hazard Mitigation and Preparedness**

**Instructor:** Dr. Ronnie Schumann

**Class Meetings:** M 6:00 PM - 8:50 PM, SAGE 230

**Office Hours:** TW 11:30 AM - 1:00 PM, or by appointment

**Office:** Chilton Hall, Room 204K

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**Course Overview**

This course provides an overview of mitigation and preparedness within the field of emergency management. Throughout the semester we move from discussing specific hazards and their characteristics to exploring techniques that can be used to minimize potential impacts from these hazards. Hands-on assignments introduce students to government roles, programs, and guidance on mitigation and preparedness at federal, state, and local levels.

**Course Objectives**

* Explore the causes and impacts of meteorological, hydrological, geological, and manmade hazards.
* Outline strategies that can be undertaken to mitigate loss of life and property from multiple hazards.
* Examine the roles of federal, state, and local governments in administering mitigation and preparedness programs.
* Identify, profile, and assess hazard risk and vulnerability as necessary for hazard mitigation and preparedness planning.
* Practice data analysis and technical writing skills.
* Utilize FEMA’s Mitigation Plan Guidance to review local hazard mitigation plans.

**Grading Scale**

|  |  |  |  |
| --- | --- | --- | --- |
| A | 90% or greater | D | 60 – 69.9% |
| B | 80 – 89.9% | F | 0 – 59.9% |
| C | 70 – 79.9% |  |  |

**Grade Breakdown**

|  |  |
| --- | --- |
| Exam 1 | 20% |
| Exam 2 | 20% |
| Assignment 1: Challenges in Mitigation and Preparedness – Stop Hazards Game | 5% |
| Community Data Synthesis and Technical Writing Practice | 5% |
| Assignment 2: Local Hazard Identification and Risk Assessment | 15% |
| Project: Review of Local Mitigation Plan | 25% |
| Quizzes / Participation | 10% |
| **TOTAL** | **100%** |

**Attendance**

I expect students to arrive on time and come prepared for class meetings. Due to the pace of the material, regular attendance is crucial to success in this course. Although I will not take formal attendance, 10% of the final grade will come from quizzes and participation in class.

**Exams**

Two exams will consist of multiple choice, true/false, matching, short answer/list questions, and 1-2 essay questions each. They will be drawn from assigned readings and lecture material. Exam 2 will be cumulative in terms of concepts covered, but application questions will focus on material covered in the second half of the semester. Students should expect exam feedback within one week of the exam.

**Out-of-Class Assignments**

Instructions and materials necessary for completing assignments will be posted on Blackboard, with due dates noted. Students are expected to submit these assignments on time. Submitting late work is not only irresponsible, but it can delay feedback to classmates. **Late work must be submitted in the format assigned** and will receive a late penalty of -10% per day the assignment is late. Late work turned in after class the same day will receive -5%. Students should expect feedback on assignments within 2 weeks of submission for all work submitted on-time.

If you need to submit an assignment outside of class time, you may turn it into my departmental mailbox in the Public Administration Office, Chilton Hall, Room 204. Please ask the assistant at the front desk to time stamp your submission. Otherwise, I will assign a grade based on the date I retrieve it from my mailbox. It is also a good idea to email me and confirm that I received the assignment.

**Quizzes / In-class Participation**

Reading quizzes and in-class participation activities will be given in class throughout the course of the semester. These assignments will be given “pop” style and may be based on material covered in lecture or on assigned readings—see due dates on syllabus. Quizzes are five questions, ten (10) points each. You receive one (1) point for answering and one (1) point for the correct answer. Participation activities will also be graded out of 10 points. There will never be more than one (1) quiz and one (1) participation activity per class period. After the first exam, I will drop the three (3) lowest grades. Grades in Blackboard are updated as we go, so your final grade calculation will display with the three lowest quizzes dropped.

**Make Ups**

To make up an exam, you *must* have an acceptable *and* documented absence (i.e., illness, death in the family, university-sponsored field trip or sporting event). You must provide me with documentation in writing and schedule an appointment to make up the exam within one (1) week of the absence. Any exam not made up before the next class period following the exam will be recorded as a zero (0%). If you are aware of your absence in advance, you must let me know so we can make arrangements ahead of time. Any make-up exam given after the class exam date will be different. I will not give makeup quizzes.

**Email & Technology**

Email is my preferred method of contact outside of class. I generally respond to emails within 24 hours, except on weekends and holidays when the response time may be longer. Students are expected to maintain a high level of professionalism when communicating through email. Students are training to be emergency management professionals and will represent both UNT and the EADP program after graduation. Therefore, emails must use complete sentences, an appropriate salutation, and a signature. Unprofessionally written emails will not receive a response.

Students are expected to activate their UNT email account and check it daily on weekdays. I will occasionally send out class announcements if there are last minute changes to the schedule. You are responsible for any information contained in these emails. Course assignments will be available only through Blackboard. Make sure you are familiar with the workings of this site in order to access lecture notes, assignments, and other course documents.

**DEPARTMENTAL POLICY ON CHEATING AND PLAGIARISM**

Notice of this policy shall be given in all public administration classes each semester, and written copies shall be available in the public administration office.

**Definitions**

The UNT Code of Student Conduct and Discipline defines cheating and plagiarism “as the use of unauthorized books, notes, or otherwise securing help in a test; copying other’s tests, assignments, reports, or term papers; representing the work of another as one’s own; collaborating without authority with another student during an examination or in preparing academic work; or otherwise practicing scholastic dishonesty.”

**Penalties**

Normally, the minimum penalty for cheating or plagiarism is a grade of “F” in the course. In the case of graduate departmental exams, the minimum penalty shall be failure of all fields of the exam. Determination of cheating or plagiarism shall be made by the instructor in the course, or by the departmental faculty in the case of departmental exams.

Cases of cheating or plagiarism on graduate departmental exams, papers, theses, or dissertations shall automatically be referred to the departmental Curriculum and Degree Programs Committee. Cases of cheating or plagiarism in ordinary course work may, at the discretion of the instructor, be referred to the Curriculum and Degree Programs Committee in the case of either graduate or undergraduate students. This committee, acting as an agent of the Department, shall impose further penalties, or recommend further penalties to the Dean of Students, if they determine that the case warrants it. In all cases, the Dean of Students shall be informed in writing of the case.

As an instructor, I do not tolerate academic dishonesty! Any student caught cheating or plagiarizing or who knowingly assists another to do so will receive a zero (0%) on the assignment in question, a failing grade (F) in this course, and will be reported to the Office of Academic Integrity for further review and sanction.

**Appeals**

Students may appeal and decision under this policy by following the procedure laid down in the UNT Code of Student Conduct and Discipline.

**UNIVERSITY POLICY ON DISABILITY ACCOMMODATION**

The Department of Public Administration, in cooperation with the Office of Disability Accommodation, complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request during regular office hours before the 12th class day of regular semesters (4th class day of summer sessions).

If you have a specific disability that qualifies you for academic accommodations, it is your responsibility to notify me, the instructor, and provide certification from Disability Accommodation. The Office of Disability Accommodation is located in Sage Hall, Suite 167, and online at https://disability.unt.edu/. Their phone number is (940) 565-4323.

**POLICY ON LAPTOPS AND CELL PHONES IN THE CLASSROOM**

The classroom setting at an institution of higher learning is intended to serve as a venue that permits the transfer of knowledge and facilitates the sharing of ideas.  As such, it is imperative that any distractions from these stated objectives be avoided and kept to a minimum.  Potential disruptions include modern electronic devices such as laptop computers and cell phones.

Students are allowed to take notes on personal laptop computers to enhance the learning process, but they should not activate their internet browsers during class or use computers for non-academic purposes (as this diverts attention from the lecture/discussion for both the student using it and others nearby).  Students should also avoid using cell phones to search the Internet or text while class is in session.

Exceptions to this policy will be at the discretion of the faculty only and may occur if searching the Internet is necessary to find additional information or facts related to the subject being covered on that particular day.

**Classroom Courtesy**

Students are expected to treat their colleagues and instructor with respect.

* Please DO bring your laptops and tablets to class—use of internet resources is encouraged in group assignments. Laptops may be also be used for note taking purposes. However, they may not be open during quizzes or exams.
* Do not use cell phones, smart phones, tablets or other similar devices during class time UNLESS directed to do so in a group assignment. Otherwise, this is distracting to me and to other students around you.
* Absolutely NO TEXTING!
* Phones and other devices should be put on silent during class so as not to disturb other students. The only exception is if we have an in-class assignment using them. I have a strict no cell phone policy during exams. If a cell phone rings or vibrates during an exam, I consider this cheating, and the student responsible will receive a zero (0%) on the exam.
* Students are kindly asked to remove or turn their caps backwards during exams.
* No food or drinks are allowed, as per building rules.

**Policy on Student Behavior in the Classroom**

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc.  The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr).

**Tentative Schedule**

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| --- | --- | --- | --- |
| **Date** | **Topic** | **Readings Due** | **Details / Assignments Due** |
| 25 Jan | Course Introduction   * Hazards and disasters review * What are mitigation and preparedness? |  |  |
| 1 Feb | Meteorological & Climatological Hazards | 1. Lindell, Prater, and Perry, 2007. Chapter 5, Principle Hazards in the US. From FEMA Training, pgs 120-131. | Register for SHELDUS: [www.sheldus.org](http://www.sheldus.org)  Choose county for risk assessment |
| 8 Feb | Hydrologic & Geologic Hazards | 1. Lindell, Prater, and Perry, 2007. Chapter 5, Principle Hazards in the US. From FEMA Training, pgs 131-138. 2. Walker, 1996. *The Art of Technical Writing*, pgs 16-39. 3. Laplante, 2012. Technical Writing: A Practical Guide for Engineers and Scientists, pgs 11-38. |  |
| 15 Feb | Technological Hazards | 1. Lindell, Prater, and Perry, 2007. Chapter 5, Principle Hazards in the US. From FEMA Training, pgs 138-152. 2. Webb, J.J., and Cutter, S.L. 2009. The geography of US terrorist incidents, 1970-2004. *Terrorism and Political Violence*, 21(3), 428-449. | Practice Tech. Writing Due |
| 22 Feb | Intro to Mitigation and Preparedness Techniques | 1. FEMA Chapter 7, Hazard Mitigation, pgs 194-220. | Assignment 1 Due |
| 29 Feb | Hazard Mitigation / Preparedness Tools & Techniques, cont’d  - Exam Review - |  |  |
| 7 Mar | **EXAM 1** |  | Form Plan Review Groups |
| 14 Mar | **Spring Break – NO CLASSES ☺** | | |
| 21 Mar | Risk and Vulnerability Assessments | 1. Schwab, J. 2010. Hazard Mitigation: Integrating Best Practices into Planning, pgs 1-11. 2. Schwab, A., Eschelbach, K., and Brower, D.J. Hazard Mitigation and Preparedness. Chapter 6, Risk Assessment, pgs 334-367. |  |
| 28 Mar | Preparing and Reviewing Plans Workshop |  | Assignment 2 Due |
| 4 Apr | Role of the Federal, State and Local Government in Mitigation | 1. FEMA Chapter 7: Hazard Mitigation, pgs 192-195. 2. Stafford Act 3. Disaster Mitigation Act 2000 |  |
| 11 Apr | Preparing and Reviewing Plans |  | Individual Plan Review Due |
| 18 Apr | Preparedness Policy, Planning, and THIRAs | 1. National Preparedness Report 2. THIRA Summary |  |
| 25 Apr | Building a Culture of Resilience | 1. Cutter et al. 2008, A place-based model for understanding community resilience to natural disasters, *GEC* 18(4), 598-606. |  |
| 2 May | Class presentations  - Exam Review - |  | Group Reports, Presentations,  Contribution Statements Due |
| **Monday,**  **9 May** | **EXAM 2: 6:00 PM – 8:00 PM** |  |  |

**\*\*\*ALL DUE DATES ARE BY BEGINNING OF CLASS PERIOD (6:00 PM).**

This syllabus is only a general guideline. The instructor reserves the right to change or modify this syllabus and/or the lecture schedule if necessary. Students will be notified in class of any changes.