

BUS 277 – Health & Safety/Loss Management

3 credits, 16 weeks, 3 hours lecture

This course begins with an in-depth look at the provisions of Health & Safety legislation, particularly in the province of Alberta. The common types and causes of workplace injury and work-related disease are then reviewed, in order to identify the primary on-the-job risk exposures. The main part of the course critically examines different approaches to Accident Prevention in the workplace, and also looks at the emerging trend of wellness programs.

Prerequisite: BUS 271 or permission of the Program Chair

Instructor

Jason Schulz
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Hours of Instruction

Tuesday, 6:30 – 9:30 PM, Syncrude Centre, Room S218

Office Hours

Tuesday 1:00 – 1:50 PM
Wednesday 11:00 – 11:50 AM, 3:00 – 3:50 PM
Thursday 11:00 – 11:50 AM, 2:00 – 2:50 PM

Required Resources

Management of Occupational Health & Safety (Sixth Edition), Kelloway & Francis, ISBN 0176532161

Course Outcomes

At the conclusion of this course, the students will be able to work independently as well as in a team to:

1. Apply Safety Legislation.
2. Identify hazards.
3. Understand the importance of Process Safety.
4. Managing dispute resolution processes
5. Managing Training and behavior programs
6. Conduct Emergency planning and Root Cause analysis
7. Conduct investigations
8. Understand return to work and wellness programs.
9. Prepare a safety policy

Key Features

1. Ongoing case studies used during the course
2. Apply knowledge to work based projects
3. Methodology for best practices in workplace safety
4. Working as a group to resolve case problems
5. Peer-to-peer learning and self-constructed knowledge are the major learning drivers of the course.

Evaluation

Active Learning	5%
Group Project.....	25%
Midterm Exam	30%
Final Exam	40%

The minimum progression grade for this course is 60%.

The minimum standard for passing this course is a grade of 50%.

Grading System

Descriptor	Alpha Grade	4.0 Scale	Percent
Excellent	A+	4.0	> 93.9
	A	4.0	87 - 93.9
	A-	3.7	80 - 86.9
Good	B+	3.3	77 - 79.9
	B	3.0	74 - 76.9
	B-	2.7	70 - 73.9
Satisfactory Progression	C+	2.3	67 - 69.9
	C	2.0	64 - 66.9
	C-	1.7	60 - 63.9
Poor	D+	1.3	57 - 59.9
Min Pass	D	1.0	50 - 56.9
Failure	F	0.0	< 50

- **ACTIVE LEARNING:** Students will lose 2.5% from their attendance grade for every class missed; however, each student is entitled to one absence without penalty. Students who miss three (3) or more classes will receive 0% for their Active Learning component.
- **Students will refrain from using mobile devices in class. Students who choose to do so during class will be asked to leave.**
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Performance Requirements

Student Attendance

Class attendance maximizes a students' learning experience. In addition, attending class is a good way to keep informed of matters relating the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course. **Students are expected to arrive on time and to stay for the duration of the class.** Please refer to page 32 of the Credit Calendar.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and/or notes that may be due.

Accommodation for Students with Disabilities

The College will provide reasonable accommodation to students with disabilities in order to promote academic success. If you require accommodation, contact the Learner Assistance Program Office at 780-792-5608 to initiate the process for documenting, assessing and implementing your individual accommodation needs. In addition, tutoring services are available at the SKILL Centre (Room 119).

Proposed Schedule

WEEK	WEEK OF	TOPIC	CHAPTERS / SECTIONS
1	Jan. 6	Introduction	1
2	Jan. 13	Legislative Framework	2
3	Jan. 20	Workers' Compensation	3
4	Jan. 27	Workplace Hazards	4
5	Feb. 3	Physical Agents Chemical and Biological Agents	5 & 6
6	Feb. 10	Psychosocial Hazards Workplace Violence	7 & 8
7	Feb. 17	Midterm Exam (30%)	
8	Feb. 24	NO CLASS - READING WEEK	
9	March 3	Training Motivation	9 & 10
10	March 10	Emergency Planning and Root Cause Analysis	11
11	March 17	Investigations and Root Cause Analysis	12
12	March 24	Disability Management and Return to Work	13
13	March 31	Workplace Wellness	14
14	April 7	<i>Group Work: Project Prep</i>	
15	April 14	Project Presentations Exam Review	
16	April 21	FINAL EXAM (40%) - TBA	