

HOUSTON COMMUNITY COLLEGE

Distant Education

Fire Administration I

FIRT 1309

HOUSTON COMMUNITY COLLEGE COURSE SYLLABUS

Spring 2019

Class CRN: 11946 Fire Administration I

Instructor's Name: Dwight E. Allen, MBA
School Site: 555 Community College Drive

Phone number: 281 685-4269

E-mail address: dwight.allen@hccs.edu

Course Syllabus

Fire Administration I

Spring 2019 CRN 11946

Credit Hours 3.00

Lecture Hours 3.00

Laboratory Hours External Hours 48.00 48.00

8 weeks On-line course

This course is designed to have students understand the importance of studying Fire Administration as a firefighter to provide systematic guidance to help implement enhanced leadership and decision-making skills in helping in making the right call when faced with challenges relating to fire prevention and code enforcement, pre-incident planning, personnel issues, financial resource management, and emergency incident response.

TSCANS and/or Core Curriculum Competencies: If applicable **SCANS**

Identify potential scenarios in various fire situations;

Foundation Skills - Basic -Reading

Foundation Skills - Basic -Writing

Foundation Skills - Basic -Mathematics

Foundation Skills - Basic -Listening

Foundation Skills - Basic -Speaking

Foundation Skills - Thinking -Decision Making

Foundation Skills - Thinking -Creative

Foundation Skills - Thinking -Problem Solving

Foundation Skills - Thinking -Seeing Things in the Mind's

Eye Foundation Skills - Thinking -Knowing How to Learn

Foundation Skills - Thinking -Reasoning

Foundation Skills - Personal Qualities -Self-Esteem

Foundation Skills - Personal Qualities -Social

Foundation Skills - Personal Qualities -Self-Management

Foundation Skills - Personal Qualities -Integrity/Honesty

Foundation Skills - Personal Qualities -Responsibility

Workplace Competencies - Resources -Allocates Time

Workplace Competencies - Resources -Allocates Money

Workplace Competencies - Resources -Allocates Material &

Facility Resources Workplace Competencies - Resources -

Allocates Human Resources Workplace Competencies -

Interpersonal -Participates as Team Member Workplace

Competencies - Interpersonal -Teaches Others

Workplace Competencies - Interpersonal -Serves Clients/

Customers Workplace Competencies - Interpersonal -

Exercises Leadership Workplace Competencies -
Interpersonal -Negotiates to Arrive at a Decision Workplace
Competencies - Interpersonal -Works with Cultural Diversity
Workplace Competencies - Information -Acquires &
Evaluates

Workplace Competencies - Information -Uses Computers to
Process Workplace Competencies - Systems -Understands
Systems Workplace Competencies - Technology -Selects
Technology Workplace Competencies - Technology -Applies
Technology to Task Workplace Competencies - Technology -
Maintains & Troubleshoots implement strategies and tactics;

Instructor's Requirements

Program/Discipline Requirements: If applicable

HCC Grading Scale

A=100-90

4 points per semester hour B = 89 - 80:

3 points per semester hour C = 79 - 70:

2 points per semester hour D = 69 - 60:

1 point per semester hour

59 and below = F

0 points per semester hour

IP (In Progress)

0 points per semester hour

W(Withdrawn)

0 points per semester hour

I (Incomplete)

0 points per semester hour

AUD (Audit)

0 points per semester hour

IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses. To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP," "COM" and "I" do not affect GPA.

For Health Science programs, see the Program/Discipline Requirements section for specific grading requirements.

Instructor Grading Criteria

Instructional Book Materials

Assignments 30%

Quizzes 30%

Final Exam. 40%

HCC Policy Statement:

Access Student Services Policies on their Web site:

EGLS3 -- Evaluation for Greater Learning Student

Survey System Assignments 30% Quizzes 30% Final 40%

REQUIRED TEXTBOOK

Management in the Fire Service

4th Edition

Harry R. Carter, Phd and Erwin Rausch

IBSN - 13: 978-0-7637-5169-2

Jones & Bartlett Learning

978-443-5000

<http://hccs.edu/student-right>

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and department chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

Distance Education and/or Continuing Education Policies

Access DE

[http://de.hccs.edu/Distance_Ed/DE_Home/faculty_resources/PDFs/ DE_Syllabus.pdf](http://de.hccs.edu/Distance_Ed/DE_Home/faculty_resources/PDFs/DE_Syllabus.pdf)

Access CE

<http://hccs.edu/CE-student-guidelines>

Policies on their Web site:

“At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC

Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>.”