Course Syllabus
Fire Administration I
FIRT 1309

Semester with Course Reference Number	Fall 2018- 12211
Instructor contact information	Dwight Allen dwight.allen@hccs.edu 281-685-4269
Office Location and Hours	555 Community College Dr. Ste. 124C
Course Location/ Times	On-line
Course Semester Credit Hours (SCH) (lecture, lab) If applicable	Credit Hours 3.00 Lecture Hours 3.00 Laboratory Hours External Hours
Total Course Contact Hours	48.00
Continuing Education Units (CEU): if applicable	48.00
Course Length (number of weeks)	8 weeks
Type of Instruction	On-line

Course Description:	This course is design to have students to understand the importance of studying buildings construction as a firefighter and to identify and describe the role of preplanning in firefighter operations while understanding the relationship between risk and benefits and its impact on firefighter's safety.
Course Prerequisite(s)	none
Academic Discipline/CTE Program Learning Outcomes	

Course Student Learning Outcomes (SLO): 4 to 7	1. List the transition from firefighter to fire officer
	2. List the need for fire service and management/leadership guidelines and their effect on decision making
	3. Describe when to use each set of guidelines in making decisions
	 4. List and describe the seven fire service-specific decision guidelines
	  5. List and describe the eight management/leadership guidelines
	  6. Describe how the guidelines can be used in a variety of department type

Learning Objectives (Numbering system should be linked to SLO - e.g., 1.1, 1.2, 1.3, etc.)	1. List the transition from firefighter to fire officer
	2. List the need for fire service and management/leadership guidelines and their effect on decision making
	3. Describe when to use each set of guidelines in making decisions
	 4. List and describe the seven fire service-specific decision guidelines
	  5. List and describe the eight management/leadership guidelines
	  6. Describe how the guidelines can be used in a variety of department type

SCANS 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 -Excercises 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;** **and describe components of an incident management system.**
Instructional Methods	On-line
Student Assignments	**Identify potential scenarios in various fire situations;** No assignments selected for this outcome **implement strategies and tactics;** No assignments selected for this outcome **and describe components of an incident management system.** No assignments selected for this outcome
Student Assessment(s)	**Identify potential scenarios in various fire situations;** No assessments selected for this outcome **implement strategies and tactics;** No assessments selected for this outcome **and describe components of an incident management system.** No assessments selected for this outcome
Instructor's Requirements	Sign-on to Eagle On-line2 three times a week to check emails, quizzes and grades.

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	Assignments	30%
	Quizzes	30%
	Final	40%

| **Instructional Book Materials** | Management in the Fire Service 4ᵗʰ Edition   Jones and Bartlett Publishers
ISBN: 13: 978-0-7637-5169-2
Order on-line at www.jblearning.com or call 1-800-832-0034 |

| **HCC Policy Statement:** | |

| **Access Student Services Policies on their Web site:** | http://hccs.edu/student-rights |

| **EGLS3 -- Evaluation for Greater Learning Student Survey System** | |

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 Policies on their Web site:	http://de.hccs.edu/Distance_Ed/DE_Home/faculty_resources/PDFs/DE_Syllabus.pdf
Access CE Policies on their Web site:	http://hccs.edu/CE-student-guidelines