

# **Syllabus**

Industrial Relations, Safety and Health

MFTS 215

Hudson Valley Community College

Manufacturing Technical Systems

Instructor: R. Dean Odell

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**Office Hours:** Located on Office Door  
Additional times available by appointment.

## **Course Textbook:**

**\*Used books are acceptable for this textbook\***

Safety, Health and Environmental Concepts for the Process Industry

Second Edition

Michael Speegle

ISBN: 9781133013471

**Course Description:**

This course will help the student develop an understanding of and appreciation for common safety practices, health concerns, and human relations considerations in the industrial workplace. Content includes common workplace accidents and methods to avoid them, hazardous materials and MSDS, personal protective equipment, Lockout/Tag out, OSHA, an introduction to basic first aid, and CPR training as required for many apprentice training programs. Topics in industrial hygiene and human relations will also be viewed from appropriate perspectives, including ethical considerations and sexual harassment.

**Activities and Assignments:**

This class will contain 3 areas of work for grading as follows:

1. Class Assignments: Homework assignments will be posted on Brightspace and turned in on Brightspace.
2. Midterm Exam: The Midterm Exam will cover material from the first seven weeks of the semester.
3. Final Exam: The Final Exam will cover all material in the course.

**Grade Computation:**

Class Assignments.....	50 points
Midterm Exam.....	25 points
Final Exam.....	25 points

**Student Academic Responsibilities:**

It is expected that for every hour spent in class, the same must be allotted to study outside of class. You should be prepared to spend at least 1 hour a week outside of class studying and working through the concepts learned in class. There are computers in the Library and Student Center with regular posted hours.

**Attendance Policy:**

You are expected to log in at least once a week to stay current on assignments.

**Plagiarism Policy:**

It is unacceptable to copy and pass off as one's own the ideas or words of another without properly crediting the source. Instances of inappropriate or unacceptable academic behavior will be treated on a case by case basis with the consequences ranging from no credit on the assignment to automatic failure of or removal from the course. In addition, college authorities may be notified.

- \* Various free online software is available to check your work.
- \* The school library will assist in preparation of written assignments.

CAD files are subject to the same requirements. The instructor has the ability to view the metadata of assignments. All work must be created and saved by the student that turns the work in.

**Accommodations for Students with Disabilities**

In compliance with the Americans with Disabilities Act of 1990 and with Section 504 of the Rehabilitation Act, Hudson Valley Community College is committed to ensuring educational access and accommodations for all its registered students, in order to fully participate in programs and course activities or to meet course requirements. Hudson Valley Community College's students with documented disabilities and medical conditions are encouraged to access these services by registering with the Center for Access and Assistive Technology to discuss their particular needs for accommodations. For information or an appointment contact the Center for Access and Assistive Technology, located in room 130 of the Siek Campus Center or call 518-629-7154/TDD: 518-629-7596.