

FORMAT 1

Submit original with signatures + 1 copy + electronic copy to Faculty Senate (Box 7500).
See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures/> for a complete description of the rules governing curriculum & course changes.

TRIAL COURSE OR NEW COURSE PROPOSAL

SUBMITTED BY:

Department	Emergency Services: Fire Science	College/School	CRCO/CTC
Prepared by	Tylan Martin	Phone	907-347-8386
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19. COMPLETE CATALOG DESCRIPTION

If yes, give semester, year, course #, etc.:

18. ESTIMATED IMPACT

WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.

No anticipated additional impact

19. LIBRARY COLLECTIONS

Have you contacted the library collection development officer (kljensen@alaska.edu, 474-6695) with regard to the adequacy of library/media collections, equipment, and services available for the proposed course? If so, give date of contact and resolution. If not, explain why not.

20. IMPACTS ON PROGRAMS/DEPARTMENTS

What programs/departments will be affected by this proposed action?

For the information of the Director/Department Chair:



FIRE 170 – Incident Information
2.0 (2+0) Credits
Course Syllabus

Course Description:

The purpose of this course is to provide students with the skills and knowledge needed to serve as entry-level public information officers (PIOF) on an incident or event. The course covers establishing and maintaining an incident information operation, communicating with internal and external audiences, working with the news media, handling special situations, and long term planning and strategy. This

Unit instructors must be NWCG qualified as public information officers.

Location and Meeting Times:

Room X, University Park Center, 1000 University Avenue
Date 1 through Date 2, Day of the week(s), Start Time – End Time

Average Score	Letter Grade
90 and above	A
80 to 89.99	B
70 to 79.99	C
60 to 69.99	D
0 to 59.99	F

Attendance and Participation:	20%
Final Simulation:	50%
Examinations:	30%

Policies:

Attendance is required at all sessions with individual participation expected.
~~Homework is due on specified dates. Late work will be accepted with penalty.~~

or paraphrases) in compositions, theses and other reports. (Specifically prohibited for this course are reports composed by other students from previous course offerings and any Internet sources.)

3. No work submitted for one course may be submitted for credit in another course without the explicit approval of both instructors. Students may use the same report topic and references from other courses if the Instructor is provided with a graded copy of any similar submissions to show that an identical report has not been submitted for credit twice.

Violations of the Honor Code will result in a failing grade for the assignment and for the course in which the violation occurred. Violations of the Honor Code may result in suspension or expulsion.

Disability Services:

The Office of Disability Services implements the Americans with Disability Act (ADA), and insures that UAF students have equal access to the campus and course materials. Your instructor will work with the Office of Disabilities Services (208 WHIT, 474-5655) to provide reasonable accommodation to student with disabilities.

Student Texts and Supplies:

NFES 002915 S-203 Student Workbook

Course Calendar with Readings and Work Assignments:
(Subject to variation as the class progresses.)

Session 1

0800-0930 Unit 0 - Introduction
0930-1200 Unit 1 – The Roles and Responsibilities of Public Information Officers
1200-1300 Lunch

1300-1400 Unit 2 – Initial Stages: Action

1400-1500 Unit 2B – Initial Stages: Action
1500-1630 Unit 3 – Incident Information Operations

Session 2

0800-0930 Unit 4 – Continued Assignment Information

Session 3

0800-1200 Unit 5C (continued)
1200-1300 Lunch
1300-1430 Unit 6A – Working with Other Key Audiences: Community Relations
1430-1600 Unit 6B – Working with Other Key Audiences: Internal Audiences
and Cooperators
1600-1700 Unit 7 – Long-Term Planning and Strategy

Session 4

0800-1230 Unit 8 Incident Simulation
1230-1330 Lunch

1430-1700 Final Exam

Schedule for 32 hours (4 days)

Instructors:

Instructor #1 Name

Contact Information:

e-mail
Office
Home
Cell

Instructor #2 Name

Contact Information:

email:
Office
Home
Cell