

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

<input type="checkbox"/> (Check one)	Department Name	Safety, Security & Emergency Management	
<input checked="" type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety	
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	TRS 225	
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (full title±)	Basic Fleet Management Safety Principles	
<input type="checkbox"/> New Minor (Part III)	*Program Title	B.S. in Occupational Safety	
<input type="checkbox"/> Program Suspension (Part III)	If Certificate, indicate Long-Term (University) or Short-Term (Departmental)		
<input type="checkbox"/> Program Revision (Part III)	* Provide only the information relevant to the proposal.	± If Title is longer than 30 characters see Part IV to provide abbreviation	

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	02/19/2014	Council on Academic Affairs	3/20/2014
College Curriculum Committee	02/27/2014	Faculty Senate**	N/A
General Education Committee*	N/A	Board of Regents**	N/A
Teacher Education Committee*	N/A	EFFECTIVE ACADEMIC TERM***	Fall 2014
Graduate Council*	N/A		

*If Applicable (Type NA if not applicable.)
**Approval needed for program revisions or suspensions.
***To be added by the Registrar's Office after all approval is received.

Completion of A, B, and C is required: (Please be specific, but concise.)

<p>A. 1. Specific action requested: (Example: Increase the number of credit hours for ABC 100 from 1 to 2.) Create New Course: TRS 225- "Basic Fleet Management Principles"</p> <p>A. 2. Proposed Effective Academic Term: (Example: Fall 2012) Fall 2014</p> <p>A. 3. Effective date of suspended programs for currently enrolled students: (if applicable) N/A</p>
<p>B. The justification for this action:</p> <p>OSH serves a profession that predominately involves commercial trucking and transportation. The companies that recruit our students for internships and full time positions require safety professionals to have basic knowledge in these areas. TRS 225 and TRS 395 or OSH 395 will cover trucking and transportation on rivers and waterways.</p>
<p>C. The projected cost (or savings) of this proposal is as follows:</p> <p>Personnel Impact: N/A</p> <p>Operating Expenses Impact: N/A</p> <p>Equipment/Physical Facility Needs: N/A</p> <p>Library Resources: N/A</p>

Part II. Recording Data for New, Revised, or Dropped Course

(For a **new required course**, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide the current catalog text with the proposed text using ~~striketrough~~ for deletions and underlines for additions.
3. For a dropped course, provide the current catalog text.

New or Revised* Catalog Text

(*Use ~~striketrough~~ for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.)

TRIS 225 – Basic Fleet Management Safety Principles. (3) A. A classroom and laboratory program designed to introduce personnel to problems and practices of motor fleet safety programming and regulatory requirements.

Part III. Recording Data for Revised or Suspended Program

1. For a revised program, provide the current program requirements using ~~striketrough~~ for deletions and *underlines* for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any concentrations and/or minors affected by the program's suspension.

Revised* Program Text

(*Use ~~striketrough~~ for deletions and underlines for additions.)

**SAFETY, SECURITY, AND EMERGENCY MANAGEMENT
STRATTON 253
EASTERN KENTUCKY UNIVERSITY
622-2236
SYLLABUS**

- I. Course Title TRS 225. Basic Fleet Management Safety Principles
3 Semester Credit Hours
- II. Course Description: A classroom and laboratory program designed to introduce personnel to problems and practices of motor fleet safety programming and regulatory requirements.
- III. Textbook(s)
 JJ. Keller & Associates. (current). **Roadside Inspections and DOT Compliance Audits.** Neenah, WI. www.jjkeller.com
 Library of Congress Card # 98888481.
 Arnold, J. W. , et.al. (current). **Motor Fleet Safety Supervision: Principles and Practices. Current Ed.** American Trucking Associations' National Committee for Motor Fleet Supervisor Training and Certification. Alexandria, VA 22314.
 Library of Congress Card # 82-081866
- IV. Learning Outcomes:
 The student should be able to:
 ... Describe the basic role and responsibilities of the Motor Fleet Safety Supervisor.
 ... Analyze the components of an effective Motor Fleet operation.
 ... Evaluate potential losses associated with commercial fleet operations.
 ... Analyze governmental regulations associated with commercial fleet operation.
 ... Understand techniques to reduce losses of the Motor Fleet Operations.
 ... Develop a philosophy toward collision prevention or loss control programs and their significance in the motor fleet field.
 ... Observe and question a motor fleet safety supervisor concerning role in Motor Fleet loss prevention.
- V. Course Outline:
 A. Class Introduction
 B. Defensive Driving Concept Review.
 C. Insurance Liability and Responsibility
 D. Commercial Driver License Concepts.
 E. Safety As a Management Function.
 F. Maintenance Issues and Responsibilities.
 G. Evaluating Human Resources.
 H. Driver Selection.
 I. Training and Education Practices.
 J. Fleet Supervision Responsibilities.
 K. Regulatory Compliance.
 L. HAZMAT Considerations.
 M. Collision Prevention Concepts.
 N. Crash Investigation.
 O. Managing Safety Functions.

VI. Course Requirements:

Classroom activities will include lecture, group discussion, small group discussion, demonstration, simulation, and visual representation. Classroom activities will be subject to evaluation. Laboratory activities and evaluations will include visits to ongoing fleet safety programs. Collision avoidance and crash mitigation skills will be demonstrated in an off-street setting involving dry and wet surfaces. Outside classroom assignments will be developed to facilitate course objectives. Student progress will be updated at the conclusion of each activity.

VI. Attendance:

EKU policy states that unexcused absences of 20% or more of the required course time will constitute course failure. Unexcused laboratory session absences will involve a "0" recorded as a score for the activity missed. Classroom evaluations may be made up by appointment.

VII. Evaluation:

... Fleet Safety Web Site Locations (5)	50 points
... Lab Skill Sessions	50 points
... Loss Prevention Project	50 points
... Loss Prevention Presentation	50 points
... <i>Midterm Evaluation</i>	50 points
... <i>Final Exam</i>	50 points
Total	300 points

IX. Grading Scale:

A =	90% or more of total points available
B =	80% to 88% of total points available
C =	70% to 79% of total points available
D =	60% to 70% of total points available

WD =	drop class prior to March 15, 2005
F =	59% or less of total points available
I =	unable to complete due to excused absence

X. Accommodations:

If you are registered with the [Office of Services for Individuals with Disabilities](#), please obtain your accommodation letters from the [OSID](#) and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the [OSID](#), please contact the office in the Whitlock Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933. Upon individual request, this syllabus can be made available in an alternative format.

XI. Academic Integrity :

Students are advised that EKU's Academic Integrity policy will be strictly be enforced in this course. The [Academic Integrity policy](#) is available at the [policy website](#). Questions regarding the policy may be directed to the Office of Academic Integrity.

SEMESTER CLASS SCHEDULE:

Session One	6:00	Class Syllabus Review
	7:00	Class Materials/Introduction
Session Two	6:00	Defensive Driving Concept Review
	7:30	Defensive Driving Concept Review
Session Three	6:00	Safety as a Management Function.
	7:30	Driver Selection
Session Four	6:00	Evaluating Human Resources
	7:30	Commercial Driver License Concepts.
Session Five	6:00	<i>Project Preparations.</i>
	7:30	<i>Project Preparations.</i>
Session Six	6:00	Insurance Liability and Responsibility
	7:30	<i>Project Preparations.</i>
Session Seven	6:00	Maintenance Issues, and Responsibilities.
	7:30	Dry Skills Lab as needed
Session Eight	6:00	Midterm Assessment
	7:30	Wet Skills Lab as needed
		FALL/SPRING BREAK
Session Nine	6:00	Regulatory Compliance.
	7:30	<i>Project Preparations</i>
Session Ten	6:00	Class Presentation... Group A... 1
	7:00	Class Presentation... Group B... 1
Session Eleven	6:00	Class Presentation... Group C... 1
	7:30	Class Presentation... Group D... 1
Session Twelve	6:00	Class Presentation... Group A... 2
	7:00	Class Presentation... Group B... 2
Session Thirteen	6:00	Class Presentation... Group C... 2
	7:30	Class Presentation... Group D... 2
Session Fourteen	6:00	<i>Research Paper Preparation</i>
	7:00	<i>Research Paper Preparation</i>
Session Fifteen	6:00	HAZMAT Considerations.
	7:30	Fleet Supervision.
Session Sixteen	6:00	Final Assessment and Research Paper

INSTRUCTOR INFORMATION:

Terry L. Kline, Ed.D.
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622-1013 (O), 626-3501 (H)
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Terry.Kline@eku.edu

Office Hours:
8-Noon M,W,F

Other Hours
By Appointment

SAMPLE FINAL EXAM Questions

Updated 2014

- . Give a brief explanation of two (2) of the four (4) elements described in the shipping papers (bill of lading) of a commercial carrier.
- . What are the drawbacks to the lighter aluminum transport carriers in regard to hazardous material transportation?
- . List the types of information found in two (2) of the three (3) sources of information regarding HAZMAT transportation.
- . Define BLEVE and its potential impact in regard to transporting hazardous materials on land, sea, or rail.
- . List and describe two (2) benefits of implementing a fleet safety program.
- . Describe two (2) responsibilities of a company's management system in the formation of a fleet safety program.
- . List and discuss at least three (3) of the drivers' responsibilities described in some of the sample programs.
- . Southern Illinois University listed four (4) special circumstances in its fleet safety program. What are they and give some reasons for including the special circumstances.
- . List and explain three (3) of the six activities of a fleet safety administrator.
- . List and explain four (4) of the six benefits of employee training.
- . Explain the origin of the Federal Motor Carrier Safety Administration. Identify its primary mission and briefly explain two (2) of its program addressed in the class presentation.
- . Explain the importance of Part 392 of the Federal Motor Carrier Safety Regulations and identify the major compliance area as discussed in the class presentation.

Traffic Safety Institute
TRS 225
Project Guidelines

- A. Pick a topic from the course outline or text table of contents to become an expert in this area.
- B. Research the topic area for current information, problems and solutions concerning the topic area.
- C. Interview an active field representative for current information, problems and solutions concerning this topic area.
- D. Compile an topical outline for this area including resources and field representative interview for instructor review by the mid-term test (March 2, 2005).
- E. Revise materials as needed after instructor review (available after Spring break).
- F. Develop a ten to twelve page paper on this topic area using writing guidelines of the College of Law Enforcement. (APA, 3rd Edition).
- G. Prepare a fifty to sixty minute presentation regarding your chosen topical area.
 1. Outside speaker may be used for a maximum of 30 minutes.
 2. Group involvement in discussion is required.
 3. Presentation outline prepared for each class member.
 4. Three questions and answers for final exam from presentation.

Presentation Review

_____ pts

Name _____

Used visuals with presentation.....

YES NO

Resource speaker did not exceed maximum of 30 minutes....

YES NO

Resource speaker was clear, concise, and current...

YES NO

Group involvement in discussion or activity...

YES NO

Presentation Outline prepared for each class member...

YES NO

Minimum of two final exam questions provided....

YES NO

Information current to fleet safety programs...

YES NO

Time Period used...

20 30 40 50 60 MORE

Comments/Questions...