



PADM 5391 Emergency Management

Spring 2018, Online (3 Credit hours)

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Office Hour: Monday – Thursday: 1 – 3 pm and **by appointment**¹

Course Description

Recent disaster events, such as West Texas fertilizer plant explosion in 2013, Hurricane Katrina in 2015, Houston's 2016 Floods, and Hurricane Harvey in 2017 remind us about the vulnerabilities of human society and the importance of the emergency management. This course examines the structures and processes of emergency management in the United States from the Public Administration perspective. Throughout this course, students will review the topics such as: the evolution of the emergency management system in the United States, intergovernmental relations, coordination between the public, private and nonprofit sectors, budgeting, human resources, and the four major emergency management activities (mitigation/preparation/response/recovery). The course fulfills the MPA concentration in Disaster and Emergency Management.

Course Objectives

After taking this course, the student will be able to:

1. Recognize the structure of emergency management system in the United States;
2. Demonstrate the fundamental concepts and knowledge related to emergency management;
3. Identify the key activities and challenges that influence the performance of emergency management system from the public administration perspective;
4. Utilize the knowledge learned in this class to analyze the real world case; and
5. Generate policy recommendations to improve emergency management system.

¹ All times mentioned in this syllabus are CST.

Textbooks

Lindell, Michael K., Ronald W. Perry, and Carla Prater. (2007). *Introduction to Emergency Management*. Hoboken, NJ: Wiley.

(This book is provided free of charge via the [FEMA Higher Education Project](#). I will post chapters on Blackboard as they suit for our weekly topic.)

Rubin, C. B. (Ed.). (2012). *Emergency management: The American experience 1900-2010* (2nd ed.). Boca Raton, FL: CRC Press.

(This book is available as an e-book via SHSU library <http://library.shsu.edu/>)

In addition to these books, we will also use official government documents to describe and evaluate national, state, and local emergency management systems. These documents will include the National Response Framework (NRF), the National Incident Management System (NIMS), the Texas State Emergency Operations Plan, and a series of other plans, reports, and laws. They will be posted on Blackboard, as assigned.

Contacting / Meeting the Professor

Please don't hesitate to contact me. Since this is an online course, meaning we will not get to see each other in person regularly, I would encourage you to send me emails or make an appointment to meet me on campus, if this is logistically possible for you. When reaching me via email (wjwang@shsu.edu), please always include your name and course number, so I can respond to you quickly. In general, I will attempt to respond to emails within 24 hours from Monday to Friday. If you email me over the weekend, I will respond the next Monday.

Course Policies

Students (and the professor) will conduct themselves honorably throughout the course. We will treat each other with respect and dignity and create an atmosphere online in which open discussion and debate can take place.

Attendance Policy

Students are expected to access the course website regularly. It is your responsibility to check your university email account, the weekly topics, materials, assignments, and announcements posted on our course's Blackboard site. An early warning will be given to students who do not access the Blackboard site on a weekly basis. If there is a period

where you are not able to access the Blackboard site during a given week, you must notify the professor in advance of your expected absence.

Academic Dishonesty

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

Religious Holy Days

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: “a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20...” A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academic-affairs/documents/aps/students/861001.pdf>

Student Disability Services Statement

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail disability@shsu.edu). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me

about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. For a complete listing of the university policy, see: <http://www.shsu.edu/dotAsset/7ff819c3-39f3-491d-b688-db5a330ced92.pdf>

Instructor Evaluations

Students are encouraged to participate in course/instructor evaluation near the end of the semester.

Evaluation

This course will be graded on a 100-point scale as follows:

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|---|-----------------|
| A | 100.00 – 90.00 |
| B | 89.99 – 80.00 |
| C | 79.99 – 70.00 |
| F | 69.99 and lower |

Student grades in this course will be based upon the following considerations:

| | |
|--------------------------------|-----|
| Discussion Board Participation | 45% |
| Brief | 10% |
| Case study | 35% |
| End-Semester Reflection | 10% |

The following is a description of each of these elements. A more in-depth description and rubrics will be available on the course's Blackboard site.

Discussion Board Participation (45%): Every week students will be required to participate in class discussions. During each week, students in one group will be responsible for making the initial posts, and the students in the other group will be responsible for providing comments and feedback to facilitate meaningful conversation. These roles will rotate each week. The posts and comments should reflect your understanding and your thinking on the topic. Please note that participation in these discussions is essential to your success in this class and requires more than a one-time login on your part. The detailed guide and grading rubric is available on the course's Blackboard site.

Brief (10%): Each student will be required to post ONE (1) Brief on the Discussion Board during the semester. The purpose of the Brief is to extend our discussion of the learning materials for the week and associate them with a recent emergency event, Hurricane

Harvey. The Brief should encourage the class to discuss the lessons learned from Hurricane Harvey, and how the experience advances our understanding of the weekly topic. The detailed guide and grading rubric is available on our Blackboard site.

Case study (Memo 20% + Final Report 15%): It's important that we apply the knowledge we learn in the classroom to real world cases. This semester, we will use the fertilizer explosion in West, Texas in 2013 as our primary case study. Students will read newspaper articles, government reports, and testimony made to legislative oversight committees to learn about the case and write four memos and one final report. In each memo, you will answer a specific question about the case. Together, these four memos will prepare you to complete the final report. The case study assignments count 35% toward your final grade. The detailed assignment guide and rubric will be provided on the course's Blackboard site.

End-Semester Reflection (10%): At the end of the semester, students will be asked to answer a set of short essay questions. The purpose of this task is to help students to review and synthesize what have learned in the course.

Task Reminder

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|--------------------------------|--|
| Discussion Board Participation | Every week (@ 11:59 pm on Sunday) |
| Brief | Assigned Week (by 11:59pm on Thursday) |
| Case study memo 1 | Week 5 (@ 11:59 pm on Sunday 2/18) |
| Case study memo 2 | Week 7 (@ 11:59 pm on Sunday 3/04) |
| Case study memo 3 | Week 10 (@ 11:59 pm on Sunday 3/25) |
| Case study memo 4 | Week 13 (@ 11:59 pm on Sunday 4/15) |
| Case study final report | Week 16 (@ 11:59 pm on Sunday 5/06) |
| End-Semester Reflection | Final Week (@ 11:59 pm on Thursday 5/10) |

Schedule²

| Week | Topics | Reminder |
|--------------------------|--|-----------------------------------|
| Week 1 (1/17 – 1/21) | Overview | |
| Week 2 (1/22 – 1/28) | History of Emergency Management in the United States | |
| Week 3 (1/29 – 2/04) | Intergovernmental Relations | |
| Week 4 (2/05 – 2/11) | Organizing Emergency Management | |
| Week 5 (2/12 – 2/18) | Collaborating with the Private Sector | Memo 1 Due Sunday, February 18 |
| Week 6 (2/19 – 2/25) | Nonprofit and Volunteers | |
| Week 7 (2/26 – 3/04) | Organizational and Operational Planning | Memo 2 Due Sunday, March 04 |
| Week 8 (3/05 – 3/11) | Budgeting and Financial Management | |
| Week 9 (3/12 – 3/18) | Spring Recess | |
| Week 10 (3/19 – 3/25) | Management of Large-Scale Disaster Operation | Memo 3 Due Sunday, March 25 |
| Week 11 (3/26 – 4/01) | Disaster Mitigation | |
| Week 12 (4/02 – 4/08) | Disaster Recovery | |
| Week 13 (4/09 – 4/15) | Professionalization in Emergency Management | Memo 4 Due Sunday, April 15 |
| Week 14 (4/16 – 4/22) | Technology Challenges and Opportunities | |
| Week 15 (4/23 – 4/29) | Disaster Policy and Advocacy | |
| Week 16 (4/30 – 5/06) | Wrap-Up | Final Paper Due Sunday, May 06 |

² Course schedule is tentative and may be subject to revision.

Blackboard

The entire course will be conducted on the Blackboard. If you are new to Blackboard, I recommend that you to visit the website “Bb Student Orientation”. Once you log on to the course site on Blackboard, you can access the website by clicking the link in the panel on the left. The website provides you the instructions of how to access course materials, communicate with classmates and your professor, submit assignments, take tests and check your grades.

During the semester, if you have any technical problems that you cannot resolve, please contact the SHSU Online Support Desk, using the information below:

Call Phone

936-294-2780

M-F: 7 am – Midnight

Saturday: 8 am – 8 pm

Live Chat

[SHSU Online Support Desk](#)

M-F: 24 hours

Saturday: 7 am – Midnight

Sunday: 1 pm – Midnight

Send Email

blackboard@shsu.edu

M-F: 7 am – Midnight

Saturday: 8 am – Midnight

Other University Resources

The Counseling Center

Sometimes as a university student, you might feel the need to talk to someone who can help you better understand decisions you face or those you have made. The on-campus Counseling Center provides you with a welcoming, confidential place to discuss your challenges and concerns with a professional counselor. Call 936-294-1720 for an appointment or go to <http://www.shsu.edu/dept/counseling/>.

The Sam Houston Writing Center

The Sam Houston Writing Center serves the students, staff, and faculty of SHSU. Their goal is to help people become better writers and develop more confidence in their writing abilities. Writing Center tutors provide one-on-one and small group writing instruction. Go to <http://www.shsu.edu/~wctr/> for more information.