

COURSE APPROVAL/CHANGE DOCUMENT

(See back of form for instructions)

Submit

1. ADDITION REVISION TERMINATION

2. IF REVISION: denote changes (i.e. Title only; Title, CIP and Description; etc.):

3. COURSE NUMBER AG 340

4. COURSE TITLE Agricultural Safety

5. IF REVISION: Previous Course No. _____ Previous Title _____

6. FOR ADDITIONS AND REVISIONS -
FIRST TERM/YEAR TO BE OFFERED:

Fall Spring Summer Term 2020

7. FOR TERMINATIONS ONLY -
LAST TERM/YEAR TO BE OFFERED:

Fall Spring Summer Term _____

8. COLLEGE: Coll of Sci, Tech, Engr & Math

9. DEPARTMENT NAME: Agriculture

10. CIP CODE (Classification of Instructional Program / US Bureau of Labor Statistics): 01.0106

11. FIXED CREDIT HOURS: YES NO

3 Total Credit Hours

3 Lec Contact Hours

0 Lab Contact Hours

____ Other Contact Hours

12. VARIABLE CREDIT HOURS: YES NO

____ Min Total Credit Hours ____ Max Total Credit Hours

____ Min Lec Contact Hours ____ Max Lec Contact Hours

____ Min Lab Contact Hours ____ Max Lab Contact Hours

____ Min Other Contact Hours ____ Max Other Contact Hours

13. CAN THIS COURSE BE TAKEN FOR ADDITIONAL CREDIT: YES NO If YES, total number of times course can be taken _____

14. MAXIMUM ENROLLMENT ALLOWED FOR COURSE: 30 Justification of maximum enrollment:

15. CLASS SCHEDULE TYPE/ FACULTY WORKLOAD: Choose appropriate schedule type: L - Lecture

Faculty Workload: 3 Class schedule type justification:

16. COURSE LEVEL: Undergraduate

17. GRADE TYPE: Standard Grade

18. DEVELOPMENTAL COURSE: YES NO

19. CROSS-LISTED COURSE:

YES WITH _____ NO

20. SPECIAL COURSE FEE? (Must be Board approved)

YES Amount \$ _____ NO

21. Required faculty qualifications to teach this course:

MS or PhD in an Agricultural Field

22. GENERAL EDUCATION COURSE: YES NO

If yes, please select one general education category:

If yes, please select up to three general education learning goals that reflect the priorities for student learning in the course. Please rank these in priority order, i.e. 1,2,3 by inserting the numbers/rankings into the boxes:

- ___ General Education Learning Goal 1: Ethical Reasoning
- ___ General Education Learning Goal 2: Global Learning
- ___ General Education Learning Goal 3: Information Literacy
- ___ General Education Learning Goal 4: Written Communication
- ___ General Education Learning Goal 5: Oral Communication
- ___ General Education Learning Goal 6: Critical Thinking
- ___ General Education Learning Goal 7: Quantitative Literacy

If the proposed new or revised course is a General Education course, please provide a short rationale why this course should be considered as a general education course.

Attach the following:

- a) Class syllabus using the syllabus template. [Syllabus Template Link](#)
- b) Memo from Library Dean assessing available and needed library resources and services.
- c) If applicable, memos from Department Chair(s) in affected department(s) stating support or that issues/conflicts are resolved.

COURSE APPROVAL SIGNATURES

Department Chairperson	Dean of Kent Library	College Council
Julie Weathers <small>Digitally signed by Julie Weathers Date: 2019.12.03 16:43:08 -06'00'</small>	Barbara C. Glackin <small>Digitally signed by Barbara C. Glackin Date: 2020.02.04 17:02:23 -06'00'</small>	Tamela D. Randolph, PhD <small>Digitally signed by Tamela D. Randolph, PhD DN: cn=Tamela D. Randolph, PhD, o=Southeast Missouri State University, ou=College of Science, Technology, Engineering, and Mathematics, email=trandolph@semo.edu, c=US Date: 2020.02.18 11:05:10 -06'00'</small>
Educator Preparation Committee	General Education Council	Graduate Council

To obtain the next signature, save the pdf to your desktop and then email the form as an attachment to the next individual for signing. When submitting the form, the **email must come from your Southeast email account.**

Registrar's Office Use Only				
SCACRSE _____	Degree Audit _____	Bulletin _____	Degree Map _____	SHATATR _____

Agricultural Safety Syllabus

- (1) Course Number: AG340
- (2) Course Title: Agricultural Safety
- (3) Catalog Description: Develop knowledge and awareness of safety training, hazard potential, regulations, and safety auditing and loss prevention in agricultural enterprises.
- (4) Prerequisites: Junior or senior standing.
- (5) Co-requisites: None
- (6) Credit Hours: 3
- (7) Semester: Fall 2020
- (8) Class Meeting Time(s), location and format: Tuesday and Thursday, 9-10:15, MG108, Lecture
- (9) Instructor: Dr. David Mauk
- (10) Instructor Contact Information: Rhodes Hall 108, dmauk@semo.edu, 573-820-2828. Office Hours: Tuesday and Thursday 1-3:00
- (11) Concerns: Questions, comments or request regarding this course should be taken to the instructor. Unanswered questions or unresolved issues about this class can be directed to the Department of Agriculture Chairperson, Dr. Julie Weathers.
- (12) Course Learning Outcomes:
 - A. Students will be able to design a preventive maintenance plan for an agricultural processing facility.
 - B. Students will be able to identify OSHA required confined spaces and explain the proper procedures for confined space entry.
 - C. Students will be able to describe the entire process of safely removing dust from an environment that has reached the OSHA maximum allowable dust level limit.
- (13) Course-specific Required Materials:
 - A. Open-source materials
 - B. Access to Occupational Safety and Health Administration (OSHA) standards.
 - C. Access to American Society of Agricultural and Biological Engineers (ASABE) standards.
 - D. As needed: Safety glasses, clothing that covers all but the head and hands, and closed-toe leather footwear.
- (14) Course Content:
 - A. Human Factors and Ergonomics: Total body health matters (2 weeks)
 - i. Human physical characteristics; limitations and capabilities
 - ii. Environmental conditions and hazards
 - iii. Personal Protective Equipment (PPE)
 - B. Agricultural Industry and OSHA Special Permits Requirement (2 weeks)
 - i. Lock-out/Tag-out purpose and procedures
 - ii. Confined Space Entry (CSE) and environmental monitoring purpose and procedures
 - iii. Hot works Permit purpose and procedures

- iv. Personal Protective Equipment use and disposal/renewal requirements
Exam
- C. Purposeful Organization of Safety (3 weeks)
 - i. Written safety protocol/policies for all activities
 - ii. Safety checklists, emergency contacts, and signage
 - iii. Emergency plans, alerts, and tests (OSHA requirements)
 - iv. Environmental monitoring (OSHA requirements)
 - v. Material Safety Data Sheet (MSDS) compilation
 - vi. First Aid, CPR, and injury preparedness
Exam
- D. Mobile Equipment and Implement Safety (2 weeks)
 - i. Preventive maintenance programming and scheduling
 - ii. Hydraulic systems safety
 - iii. Pinch points, entanglement, entrapment, and crush hazards
 - iv. Coupling and decoupling implements
 - v. Guards, shields, restraints, PPE, and fire extinguishers
 - vi. Safe operation and movement with oversized implements and loaders
- E. Stationary Equipment Safety (2 weeks)
 - i. Preventive maintenance programming and scheduling
 - ii. Pinch-points, entanglement hazards, engulfment hazards, and safety interlock devices
 - iii. Guards, rails, platforms, catwalks, ladders, cages, and containment structures
Exam
- F. Flowable Material Safety in Handling and Storage (2 weeks)
 - i. Safe maintenance practices in non-perishable material storage vessels
 - ii. Safe maintenance practices in perishable material storage vessels; insect management safety
 - iii. Temperature and moisture management; mold abatement safety
 - iv. Dust hazards: Explosion, toxicity, allergic reactions, safe removal/blow-down, and limits
 - v. Specialized equipment for dust intensive environments
 - vi. Plugged material dislodge processes
Exam
- G. OSHA 10 training and certification (2 weeks)
 - i. Four One Hour Exams – 400 points
 - ii. Preventive Maintenance Program – 100 points
 - iii. PPE Quizzes – 100 points
 - iv. Four accident review articles – 200 points
 - v. Homework – 100 points
 - vi. Final examination – 100 points

(15) Grading Scale and Policies:

- 90 – 100 = A
- 89 – 80 = B
- 79 – 70 = C
- 69 – 60 = D
- 59 or below = F

1. Four One Hour Exams – 400 points
2. Preventive Maintenance Program – 100 points
3. PPE Quizzes – 100 points
4. Four accident review articles – 200 points
5. Homework – 100 points
6. Final examination – 100 points

- A. Students can expect email responses within 24 hours.
- B. You are expected to be in class, punctually, for the entire duration of the class, each time the class is held. The official statement about attendance, derived from the Undergraduate Bulletin, may be accessed at: <https://semo.edu/bulletin/>
- C. As a member of this class the expectation is that you will be an engaged, involved, positive force in the learning experience. This means that you will be an active participant in discussion, have all assigned work fully completed and remitted on time, your work should be performed to a level that is appropriate for a university student. Missing and/or incomplete assignments will be discounted as follows:
- One day late = 25% reduction in points
 - Two days late = 50% reduction in points
 - Three days late = Zero will be recorded for the assignment
- Exams will not be made up without an excuse from a Medical Doctor or a Funeral Director if prior notice is not given to the instructor.

(16) Final Exam Schedule: Thursday, December 10, 2020 at 9:00

(17) Optional Additional Course Information:

(18) **Academic Honesty** – Southeast Missouri State University expects all students, faculty and staff to operate in an honest and ethical manner. Academic dishonesty is a very serious offense because it undermines the value of your education and the education of others. Students who engage in academic dishonesty face significant penalties. Forms of academic dishonesty include, but are not limited to, plagiarism, cheating, contract cheating, misrepresentation, and other actions you take. Some of these are defined below:

- Plagiarism means passing off someone else's work as your own, whether it is intentional or unintentional.
- Cheating includes copying from another person or source of information to meet the requirements of a task.
- Contract cheating is paying someone else or a company to do your work.

- Misrepresentation means you are posing as someone else or someone else is posing as you to complete a task.
- Collusion means working with one or more people to cheat. If you help someone cheat or plagiarize you will face the same penalties.

For more information, visit the Responsible Redhawks Code of Conduct

<http://www.semo.edu/responsiblerehawks/code-of-conduct.html> or the Faculty Handbook Section (D) on Academic Honesty <http://www.semo.edu/facultysenate/handbook/5d.html>

(19) **Accessibility** – Southeast Missouri State University and Disability Services are committed to making every reasonable educational accommodation for students who identify as people with disabilities. Many services and accommodations which aid a student’s educational experience are available for students with various disabilities. Students are responsible for contacting Disability Services to register and access accommodations. Accommodations are implemented on a case by case basis. For more information, visit <http://www.semo.edu/ds/> or contact Disability Services at 573-651-5927.

(20) **Civility** – Your university experience is purposely designed to introduce you to new ideas, help you think effectively, develop good communication skills, evaluate information successfully, distinguish among values and make sound judgements. Doing this well requires respectful and courteous discussion among and between students and the instructor. Together, we must create a space where we acknowledge and respect others have different experiences, perspectives and points of view. Disagreements are likely. Mutual respect for one another and a willingness to listen are important. Remember, you are responsible for your behavior and actions. There is a no tolerance policy on bullying or harassment of any kind. Additional information on student conduct may be found at:

<http://www.semo.edu/pdf/stuconduct-code-conduct.pdf?ver=1.0> and

http://www.semo.edu/pdf/Conduct_Faculty_Resource_Guide.pdf

(21) **Mandatory Reporting** – I will keep information you share with me confidential to the best of my ability, but as a professor I am legally required to share information about sexual misconduct and crimes I learn about to make our campus and community safe for everyone.

(22) **Student Success** – This course uses SupportNET, Southeast’s student success network, to improve communication between students, faculty and staff on campus. You’ll get emails through SupportNET with information about resources or concerns. Please read these emails—they are sent to help you succeed! You can access SupportNET through your portal, Moodle or directly at supportnet.semo.edu to see any academic alerts, ask for help and to access resources to support your success at Southeast.