

FORMAT 2

Submit originals (including syllabus) and one copy and electronic copy to the **Faculty Senate Office**
 See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures/> for a complete description of the rules governing curriculum & course changes.

CHANGE COURSE (MAJOR) and DROP COURSE PROPOSAL
Attach a syllabus, except if dropping a course.

SUBMITTED BY:

Department	Emergency Services: Fire Science	College/School	CRCDC – CTC
Prepared by	John George	Phone	907-455-2853
Email Contact	jgeorge@alaska.edu	Faculty Contact	John George

1. COURSE IDENTIFICATION: As the course now exists.

Dept	FIRE	Course #	F165	No. of Credits	3.0
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COURSE TITLE	FIRE F165 Wildland Fire Planning Function
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2. ACTION DESIRED: Changes to be made to the existing course.

Change Course If Change, indicate below what change. Drop Course

NUMBER		TITLE	<input checked="" type="checkbox"/>	DESCRIPTION	<input checked="" type="checkbox"/>
PREREQUISITES				FREQUENCY OF OFFERING	
CREDITS (including credit distribution)		2+0		COURSE CLASSIFICATION	
CROSS-LISTED		Dept.		(Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)	
STACKED (400/600) <i>Include syllabi.</i>		Dept.			
OTHER (please specify)	Revise curriculum to match wildfire industry request.				

3. COURSE FORMAT

NOTE: Course hours may not be compressed into fewer than three days per credit. Any course compressed into fewer than six weeks must be approved by the college or school's curriculum council and the appropriate Faculty Senate curriculum committee. Furthermore, any core course compressed to less than six weeks must be approved by the core review committee.

COURSE FORMAT: 1 2 3 4 5 6 weeks to full semester
 (check all that apply)

OTHER FORMAT (specify all that apply)

Mode of delivery (specify lecture, field trips, labs, etc) Lecture

4. COURSE CLASSIFICATIONS: (undergraduate courses only. Use approved criteria found on Page 10 & 17 of the manual. If justification is needed, attach on separate sheet.)

H = Humanities S = Social Sciences

Will this course be used to fulfill a requirement for the baccalaureate core?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
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IF YES, check which core requirements it could be used to fulfill:

O = Oral Intensive, Format 6 also submitted W = Writing Intensive, Format 7 submitted Natural Science, Format 8 submitted

5. COURSE REPEATABILITY:

Is this course repeatable for credit? YES NO

Justification: Indicate why the course can be repeated (for example, the course follows a different theme each time).

How many times may the course be repeated for credit? TIMES

If the course can be repeated with variable credit, what is the maximum number of credit hours that may be earned for this course? CREDIT S

6. **CURRENT CATALOG DESCRIPTION AS IT APPEARS IN THE CATALOG:** including dept., number, title and credits

FIRE F165 Wildland Fire Planning Function

3 Credits

Offered Fall Odd-numbered Years

An overview of the planning process, organizational relationships with other functions, use of planning matrix board, check-in and resource status procedures, evaluation, analysis and display of incident information, documentation, demobilization, use of technical specialist and components of an incident action plan. Prerequisites: FIRE F151 or permission of instructor. (3+0)

7. **COMPLETE CATALOG DESCRIPTION AS IT WILL APPEAR WITH THESE CHANGES:** (Underline new wording ~~strike through old wording~~ and use complete catalog format including dept., number, title, credits and cross-listed and stacked.) **PLEASE SUBMIT NEW COURSE SYLLABUS.** For stacked courses the syllabus must clearly indicate differences in required work and evaluation for students at different levels.

FIRE F165 ~~Wildland Fire Planning Function~~ ICS and the Incident Planning Function

32 Credits

Offered Fall Odd-numbered Years

An overview of the ~~planning process~~ Incident Command System principals and planning processes, organizational relationships with other functions, use of planning matrix board, ~~check-in and resource status procedures~~ resource management, ~~evaluation, analysis and display of incident information, documentation, demobilization, use of technical specialist and components of an incident action plan.~~ Prerequisites: ~~FIRE F151 or permission of instructor.~~ This course is based on Federal Emergency Management Agency (FEMA) course. (32+0)

FEMA Course:

I-300 Intermediate ICS: ICS for Supervisors in Expanding Incidents

8. **IS THIS COURSE CURRENTLY CROSS-LISTED?**

YES/NO No

If Yes, DEPT

NUMBER

(Requires written notification of each department and dean involved. Attach a copy of written notification.)

9. **GRADING SYSTEM:** Specify only one

LETTER

PASS/FAIL:

10. **ESTIMATED IMPACT**

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

No impact. Course update only.

11. **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.

No Yes

No library resources required

12. **IMPACTS ON PROGRAMS/DEPTS:**

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

Include information on the Programs/Departments contacted (e.g., email, memo)

No additional impact. Course update only.

13. **POSITIVE AND NEGATIVE IMPACTS**

Please specify positive and negative impacts on other courses, programs and departments resulting from the proposed action.

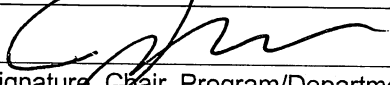
This update should allow more students to transfer credit in to UAF and to see a pathway between the AAS Wildfire Control and a career in wildland fire.

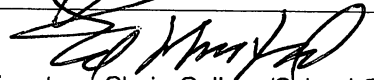
JUSTIFICATION FOR ACTION REQUESTED


The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. If you ask for a change in # of credits, explain why; are you increasing the amount of material covered in the class? If you drop a prerequisite, is it because the material is covered elsewhere? If course is changing to stacked (400/600), explain higher level of effort and performance required on part of students earning graduate credit. Use as much space as needed to fully justify the proposed change and explain what has been done to ensure that the quality of the course is not compromised as a result.



Updating this course will bring this course back in line with how the wildland fire industry offers National Wildfire Coordination Group (NWCG) courses. Some of the prior material offered in this course is no longer applicable to how courses are delivered within the NWCG. This change was requested by the wildland fire industry task force during their review of the AAS Wildland Fire Control degree.

APPROVALS: (Additional signature blocks may be added as necessary.)

 Date 10/4/12
Signature, Chair, Program/Department of: Emergency Services and Public Safety


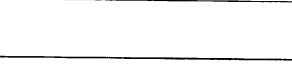
 Date 11-19-12
Signature, Chair, College/School Curriculum Council for: CTC

 Date 11/19/12
Signature, Dean, College/School of: CTC

 Date 
Signature of Provost (if applicable)

Offerings above the level of approved programs must be approved in advance by the Provost.


ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE.

 Date 
Signature, Chair, UAF Faculty Senate Curriculum Review Committee

ADDITIONAL SIGNATURES: (As needed for cross-listing and/or stacking)

	Date	
Signature, Chair, Program/Department of:		

	Date	
Signature, Chair, College/School Curriculum Council for:		

	Date	12/3/12
Signature, Dean, College/School of:	CCEO	

The course is primarily lecture with visuals. Group discussion is strongly encouraged. Lectures will be aided by demonstrations and exercises. Homework assignments, periodic quizzes and unit finals will document student progress.

Instructor Qualifications:

Lead instructor must have successfully completed I-400.
Unit instructors must have successfully completed I-300.
All instructors must have served as an incident commander (type 3 or above) or in a command and general staff position on an incident that went beyond one operational period or required a written incident action plan – OR – must have specialized knowledge and experience appropriate for the audience.

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

Grading Policy:

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%
Homework and Quizzes:	40%
Examinations:	40%

Policies:

Attendance is required at all sessions with individual participation expected. Homework is due on specified dates. Late work will be accepted with penalty. Individual needs may be discussed. Academic integrity is expected and plagiarism is unacceptable.

UAF Honor Code

The public holds emergency services personnel accountable to the highest standards of ethics. The credibility of our degree program requires that we meet those expectations in every way possible. As a UAF student, you are subject to the Honor Code. The University assumes that the integrity of each student and the student body as a whole will be upheld. Honesty is a primary responsibility of you and every other UAF student. It is your responsibility to help maintain the integrity of the student community including the reporting any observed violations to the Instructor

or Program Coordinator. UAF's Honor Code is as follows:

1. Students will not collaborate on any quizzes, in-class exams, or take-home assignments that will contribute to their grade in a course, unless permission is granted by the course instructor. Only those materials permitted by the instructor may be used to assist in quizzes and exams. The use of study groups is encouraged.
2. Students will not represent the work of others as their own. A student will attribute the source of information not original with himself or herself (direct quotes 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:

FEMA (GPO)	I-200 Student Workbook
FEMA (GPO)	I-300 Student Workbook, Ver 2, April 2008
NFES 000065	Fireline Handbook PMS 410-1

Suggested Readings:

There may also be assigned readings from the internet and class handouts.

Students should come to class prepared for discussion and note taking.

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

Session 1

0800-0900 I-200 Unit 1: I-200 Overview
0900-1100 I-200 Unit 2: Leadership and Management
1100-1200 I-200 Unit 3: Delegation of Authority and Management by Objectives
1200-1300 Lunch
1300-1400 I-200 Unit 3: Delegation of Authority and Management by Objectives (cont.)
1400-1600 I-200 Unit 4: Functional Areas and Positions

Session 2

0800-0930 I-200 Unit 5: Briefings
0930-1100 I-200 Unit 6: Organizational Flexibility
1100-1200 I-200 Unit 7: Transfer of Command
1200-1300 Lunch
1300-1400 I-200 Unit 8: I-200 Summary
1400-1500 I-300 Unit 1: I-300 Overview
1500-1700 I-300 Unit 2: ICS Fundamentals Review

Session 3

0800-1030 I-300 Unit 3: Incident/Event Assessment and Incident Objectives
1030-1200 I-300 Unit 4: Unified Command
1200-1300 Lunch
1300-1400 I-300 Unit 4: Unified Command (cont.)
1400-1700 I-300 Unit 5: Incident Resource Management

Session 4

0800-1200 I-300 Unit 6: Planning Process
1200-1300 Lunch
1300-1530 I-300 Unit 7: Demobilization, Transfer of Command
1530-1630 I-300 Unit 8: Course Summary

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