

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	CRCD/CTC
Prepared by	Tylan Martin	Phone	907-347-8386
Email Contact	Tjmartin5@alaska.edu	Faculty Contact	John George

1. ACTION DESIRED (CHECK ONE): Trial Course New Course

2. COURSE IDENTIFICATION: Dept Course # No. of Credits

Justify upper/lower division status & number of credits:

3. PROPOSED COURSE TITLE:

4. To be CROSS LISTED? YES/NO If yes, Dept: Course #

(Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)

5. To be STACKED? YES/NO If yes, Dept: Course #

6. FREQUENCY OF OFFERING:
 Fall, Spring, Summer (Every, or Even-numbered Years, or Odd-numbered Years) — or As Demand Warrants

7. SEMESTER & YEAR OF FIRST OFFERING (AY2011-12 if approved by 3/1/2012; otherwise AY2012-13)

8. 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. Furthermore, any core course compressed to less than six weeks must be approved by the core review committee.

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

OTHER FORMAT (specify) _____

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

9. CONTACT HOURS PER WEEK: LECTURE hours/weeks LAB hours /week PRACTICUM hours /week

Note: # of credits are based on contact hours. 800 minutes of lecture=1 credit. 2400 minutes of lab in a science course=1 credit. 1600 minutes in non-science lab=1 credit. 2400-4800 minutes of practicum=1 credit. 2400-8000 minutes of internship=1 credit. This must match with the syllabus. See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-guidelines-for-computing/> for more information on number of credits.

OTHER HOURS (specify type)

10. COMPLETE CATALOG DESCRIPTION including dept., number, title, credits, credit distribution, cross-listings and/or stacking (50 words or less if possible):

<p>FIRE F257 Wildland Fire Helicopter Management</p> <p>2.0 credits (2+0)</p> <p>A comprehensive examination of interagency government helicopter operations to prepare the student to perform the job of Helicopter Manager. Topics covered include: agency aviation policy, flight manuals, helicopter capabilities and limitations, the importance of load calculations, communications, flight following, fueling procedures, contract administration and pay documents, pre and post-use inspections, risk management and required safety procedures, general and specialized helicopter operations such as qualifying landing areas, transportation of passengers and cargo, initial attack operations, and sustained support to incidents. This course is based on a National Wildfire Coordinating Group (NWCG) course.</p> <p>NWGC Course included: S-372 Helicopter Management</p> <p>Offered as Demand Warrants</p>
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11. COURSE CLASSIFICATIONS: Undergraduate courses only. Consult with CLA Curriculum Council to apply S or H classification appropriately; otherwise leave fields blank.

H = Humanities S = Social Sciences

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

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

12. 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).	
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How many times may the course be repeated for credit?	0	TIMES
If the course can be repeated for credit, what is the maximum number of credit hours that may be earned for this course?	<input type="checkbox"/>	CREDITS
If the course can be repeated with <u>variable</u> credit, what is the maximum number of credit hours that may be earned for this course?	<input type="checkbox"/>	CREDITS

13. GRADING SYSTEM: Specify only one. Note: Later changing the grading system for a course constitutes a Major Course Change.

LETTER: PASS/FAIL:

RESTRICTIONS ON ENROLLMENT (if any)

14. PREREQUISITES FIRE 157 or Instructor's permission

These will be *required* before the student is allowed to enroll in the course.

15. SPECIAL RESTRICTIONS, CONDITIONS

16. PROPOSED COURSE FEES \$ 0

Has a memo been submitted through your dean to the Provost for fee approval?

Yes/No

17. PREVIOUS HISTORY

Has the course been offered as special topics or trial course previously?
Yes/No

No

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.

No

Yes

No library resources required. Library was contacted on 3/6/2012

20. 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)

School of Management - Bachelors of Emergency Management

21. POSITIVE AND NEGATIVE IMPACTS

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

Positive impact: Provides additional credit opportunity for students to meet the BEM requirement of 30 credits from an AAS Fire Science degree.

Negative impact: None anticipated

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. Use as much space as needed to fully justify the proposed course.

This course has been recommended by our wildland fire task force to meet the current industry needs for wildland fire. The course is composed of preexisting NWCG courses and realigns the degree and curriculum to match industry presentation methods.

APPROVALS: Add additional signature lines as needed.

<SEE SIGNATURE BELOW> Date

Signature, Chair, Program/Department of:

[Signature] Date *11-19-12*

Signature, Chair, College/School Curriculum Council for: *CTC*

Michelle Stalder 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

Faculty Senate Review Committee: Curriculum Review GAAC
 Core Review SADAC

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

[Signature] Date *10/4/12*

Signature, Chair, Program/Department of: *Emergency Services and Public Safety*

Date

Signature, Chair, College/School Curriculum Council for:

Pete Punny Date *12/3/12*

Signature, Dean, College/School of: *CRS*

**University of Alaska Fairbanks
Community and Technical College
Emergency Services Program
FIRE 257 – Wildland Fire Helicopter Management
2.0 (2 + 0) Credits
Course Syllabus**

Course Description:

A comprehensive examination of interagency government helicopter operations to prepare the student to perform the job of Helicopter Manager. Topics covered include: agency aviation policy, flight manuals, helicopter capabilities and limitations, the importance of load calculations, communications, flight following, fueling procedures, contract administration and pay documents, pre and post-use inspections, risk management and required safety procedures, general and specialized helicopter operations such as qualifying landing areas, transportation of passengers and cargo, initial attack operations, and sustained support to incidents. This course is based on a National Wildfire Coordinating Group (NWCG) course.

NWGC Course included: S-372 Helicopter Management

Offered as Demand Warrants

Course Goals:

Successful course completion combined with national age, physical fitness and appropriate experience requirements as administered by a federal or state wildland fire agency will qualify the student for interagency fire qualification certifications.

Prerequisites:

Instructor permission

Student Learning Outcomes:

The successful student will be able to:

Perform the tasks required of a Helicopter Manager trainee.

Through simulation and exercises, demonstrate the skill to competently and safely manage a helicopter to support incident and project operations.

Methods:

Unit lectures supported by PowerPoint slides and graphics are designed to facilitate class discussion and group exercises. The final exercise gives students a realistic helicopter manager experience. Several required modules will be completed on-

line. Homework assignments, periodic quizzes and unit finals will document student progress.

Minimum Instructor Requirements:

Lead instructor must be a NWCG qualified helibase manager.
Unit instructors must be NWCG qualified helicopter managers.

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%
Quizzes:	30%
Course Examinations:	50%

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:

NFES 001503 S-372 Student Workbook

There will also be readings from multiple class handouts

Suggested Readings:

None

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

0800-0830	Unit 0 – Introduction
0830-1030	Unit 1 – Aviation Policy
1030-1200	Unit 2 – Dispatch and Ordering
1200-1300	Lunch
1300-1700	Unit 3 – Contract Administration and Pay Documents

Session 2

0800-1000 Unit 3 – Contract Administration and Pay Documents
1000-1200 Unit 4 – Flight Manuals
1200-1300 Lunch
1300-1600 Unit 5 – Load Calculations
1600-1700 Unit 6 – Pre-Use Inspections

Session 3

0800-1000 Unit 6 – Pre-Use Inspections
1000-1230 Unit 7 – Maintenance
1230-1330 Lunch
1330-1530 Unit 8 – Risk Management
1530-1700 Unit 9 – Operations

Session 4

0800-0900 Unit 9 – Operations
0900-1000 Course Review
1000-1200 Exercises
1200-1300 Lunch
1300-1700 Final Exam

Schedule to provide 32 contact hours

Instructors:

Instructor #1 Name

Contact Information:

e-mail
Office
Home
Cell

Instructor #2 Name

Contact Information:

email:
Office
Home
Cell