

Fanshawe College

FIRST: Fanshawe Innovation, Research, Scholarship, Teaching

Documentation (Approvals etc...)

Emergency Management

2021

EMG3 Curriculum Modification for 2021-22



Fanshawe College

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CURRICULUM MODIFICATION REQUEST FORM

COURSE OR PROGRAM CURRICULUM "RATIONALE FOR CHANGE"

Program Requiring Changes

Program Title: Emergency Management		
Program Number: EMG3	Date Submitted: 10/7/2020	
Dean responsible for program: Pam McLaughlin	Associate Dean: Mark Hunter	
Credential Provided: <input type="checkbox"/> Declaration of Academic Achievement <input type="checkbox"/> Local Certificate <input type="checkbox"/> Ontario College Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Advanced Diploma <input checked="" type="checkbox"/> Grad Certificate <input type="checkbox"/> Degree <input type="checkbox"/> Apprenticeship		
Program Intakes: <input checked="" type="checkbox"/> F <input type="checkbox"/> W <input type="checkbox"/> S Other:	Catalogue Year(s) Impacted: 2021	
Residency Requirement: <input checked="" type="checkbox"/> Met or <input type="checkbox"/> Not Met	Date of Last Program Review: 11/1/2019	
<i>I have read the reasons for the change and...</i>	<i>Signature and date</i>	
Associate Dean of School:	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Dean of Faculty (Lead program):	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	<i>Pam McLaughlin</i> 01/13/2021
Dean of Faculty (Affiliate program-impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	NA
Senior Vice President Academic (required for major changes and late DAs):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Director, Centre for Academic Excellence:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	 January 13, 2021
Office of the Registrar:	<input type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	
Notes:		

Please answer each of the questions below, if applicable. Missing or incomplete information may delay review of the proposed changes.

1.0 Describe proposed change(s). Complete Appendix A (if necessary) and amend SDAR (Refer to Appendix C).

2.0

The Emergency Management program is currently a 24-week Graduate Certificate that begins in September and is delivered in a modular format, with six four-week modules comprised of in-class interaction one day per week, complemented by self-directed on-line course work for each module.

Since the COVID pandemic has arrived, this program has experienced a doubling of its enrollment. This may be due to the fully online delivery coupled with emergency management becoming even more relevant to organizations' daily operations. It is further hoped that more organizations will seek emergency management-related training for their existing employees and provide an additional non-direct student base for the program.

The external focus group provided extensive recommendations for updates to curriculum related to emerging topics in the field. The program's curriculum will be updated and re-structured to span two full semesters (without adding hours to the program). The program plans to continue online delivery with residency periods in each semester, similar to what we do in public safety leadership.

Reason/Rationale for Changes

2.1 The reason for the change is based on:

- A recent program review
- Program Advisory Committee feedback
- Student feedback
- KPI results
- Accreditation or other regulatory requirements
- Shared curriculum
- Trends in the field/industry
- Other (please describe):

2.2 Does the change support the College's Strategic Framework (mission, vision, values)?

- Yes
- No (If no, please explain)

2.3 What strategic goal(s) does the proposed change support?

- Goal 1 - Enhance innovative practices for exceptional student learning
- Goal 2 - Manage enrolment growth

- Goal 3 - Optimize use of resources
- Goal 4 - Build sustainable sources of alternative revenue

3.0 Students

3.1 Will the change affect the cost of the program for students?

- Yes
- No

3.2 If yes, there will be an additional cost for:

- Materials (Include details):
- Equipment (Include details):
- Other (Please describe):

4.0 Program Learning Outcomes

4.1 Will the proposed change meet the Program Vocational Learning Outcomes? (Complete Appendix B and mark the changes in the mapping [e.g. red font])

- Yes
- No

4.2 Are there any implications related to progression because of pre-requisite courses (and/or co-requisite courses)?

- No
- Yes (If yes, please explain)

5.0 Relationships with Other Programs

5.1 Are any of the courses impacted by the change provided by another School (e.g., SLLS, LKSB) and/or delivered at another campus?

- No
- Yes

5.2 What Schools/Campuses will be impacted by the proposed change?

- Lawrence Kinlin School of Business
- School of Information Technology
- School of Tourism, Hospitality and Culinary Arts
- School of Community Studies
- School of Health Sciences
- School of Nursing
- School of Public Safety
- School of Contemporary Media
- School of Design

- School Digital and Performing Arts
- School of Language and Liberal Studies
- Donald J. Smith School of Building Technology
- Norton Wolf School of Aviation Technology
- School of Applied Sciences and Technology
- School of Transportation Technology and Apprenticeship
- Continuing Education
- Simcoe/Norfolk Regional Campus
- St Thomas/Elgin Regional Campus
- Woodstock/Oxford Regional Campus
- Huron/Bruce Regional Sites

5.3 Will the change affect pathway agreements (e.g., bridging, articulations, laddering, advanced standing) with other Fanshawe program(s) and/or other institution(s)? (Refer to the pathway agreements listed here: <http://transferagreements.fanshawec.ca/>)

- No
- Yes (If yes, indicate when you will notify the other Fanshawe program(s) and/or other institution(s) and the Pathways Coordinator in the Centre for Academic Excellence of the change)

5.4 If this program is a Co-Operative Education program, will the proposed change impact Co-op?

- No
- Yes (If yes, consult with the Co-op office prior to submission)

6.0 Resource Implications of Proposed Changes

6.1 Will the proposed change have staffing implications?

- No
- Yes (If yes, please explain)

6.2 Will the proposed change impact any of the Enabling areas?

- No
- Yes (If yes, please explain)

6.3 Will the proposed change affect space and/or technology requirements?

- No
- Yes (If yes, please explain)

7.0 General College Requirements

7.1 Are changes consistent with Colleges policies?

- Yes
- No (If no, please explain)

7.2 Will the program meet the General Education requirements (Policy A126) as listed below?

- No
- Yes

Local Certificate, Ontario College Certificate and Graduate Certificate - none required)	Diploma - 3 required (minimum of 1 must be an elective)	Advanced Diploma - 4 required (minimum of 2 must be electives)
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7.3 Will the program have 25% distinct curriculum to meet the Residency Requirement of 25% credit units? Consider all pathway agreements (e.g., bridging, internal articulations, laddering, advanced standing) with other Fanshawe programs and/or other institutions.

- No
- Yes

Note: In accordance with POLICY NUMBER: A122 Graduation from Approved College Programs

...to be eligible for any College Credential a student must be enrolled and complete at least 25% of that program's credit units at Fanshawe College, unless stipulated differently by other approving bodies such as the Postsecondary Education Quality Assessment Board (PEQAB).

7.4 Indicate:

- i) Total program hours before proposed change: 573 + 140 hour practicum_
- ii) Total program hours after proposed change: 570 + 140 hour practicum_
- iii) Level(s) in which the proposed change(s) occurs: ___all___

7.4.1 Are the total program hours consistent with the requirements as listed below?

- Yes (direct instructional hours are within the range)
- No (If no, please explain)

Local Certificate - 300 hours	Ontario College Certificate - 600 hours
Diploma - 1200 to 1400 hours	Advanced Diploma - 1800 to 2100 hours
Graduate Certificate - 600 hours	

APPENDIX A: PROPOSED CURRICULUM MODIFICATION

Course Code	Existing DA Courses	Total Hours	Total Credits	Describe proposed changes	Course Code	Proposed DA Courses	Total Hours	Total Credits	
Level 1									
MGMT-6037	Incident Management System	21	2	New course number. Keep in Level 1 of the program	MGMT-6172	Incident Management System	45	3	
MGMT-6039	Managing Proj. in Emergency Management	21	2	Delete					
MGMT-6038	Mitigation & Prevention Strategies	21	2	New course number. Keep in Level 1 of the program	EMGT-6020	Mitigation & Prevention Strategies	15	1	
EMGT-6010	Comprehensive EM Exercise Design	45	3	Delete					
EMGT-6011	Emergency Management Foundation	60	4	New course number. Keep in Level 1 of the program	EMGT-6019	Emergency Management Foundation	30	2	
EMGT-6012	Organizational Resilience-Intro	45	3	No change. Keep in Level 1 of the program	EMGT-6012	Organizational Resilience-Intro	45	3	
EMGT-6013	Tabletop Exercise	45	3	Delete					
EMGT-6014	Applied Exercise 1	45	3	Delete					
EMGT-6015	Bus. Continuity Planning & Resources	45	3	Replace with new course	EMGT-6022	Bus. Continuity & Resource Mgmt.	45	3	
COMM-6021	Emergency Information Management	45	3	New course number. Keep in Level 1 of the program	COMM-6044	Emergency Information Management	30	2	
EMGT-6016	Emergency Planning & Management	60	4	No change. Keep in Level 1 of the program	EMGT-6016	Emergency Planning & Management	45	4	
EMGT-6017	Applied Exercise 2	45	3	Delete					
							Total	255	18
Level 2									
EMGT-6018	Program Evaluation	30	2	New course number. Move to Level 2 of the program	EMGT-6024	Program Evaluation	15	1	
FLDP-1023	Emergency Management Field Practicum	140	3.6	No change. Move to Level 2 of the program	FLDP-1023	Emergency Management Field Practicum	140	3.6	
EMGT-6009	Recovery Phase Planning	45	3	Move to Level 2	EMGT-6009	Recovery Phase Planning	45	3	
EMGT-6002	EM Operations Centre Design & Procedure	45	3	Replace with new course	EMGT-6023	Emergency Management Design & Technology	45	3	
				Add new course	EMGT-6026	Exercise Design 1	30	2	
				Add new course	EMGT-6025	Business Continuity 2	45	3	
				Add new course	EMGT-6027	Design Continuity	60	4	
				Add new course	EMGT-6028	Exercise Design 2	60	4	
							TOTAL	440	23.6

APPENDIX A: PROPOSED CURRICULUM MODIFICATION

PROGRAM TOTAL

758	46.6
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PROGRAM TOTAL

710	41.6
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COMMS - Vocational Learning Outcomes by Program, Level and Course

Program Name: Emergency Management
Program Code: EMG3
Academic Year: 2021-22

Course Number	Course Name	1	2	3	4	5	6	7	8	9
Level 1										
COMM	Emergency Information Mgmt.	C		B		C	C	I		B
MGMT	Mitigation & Prev Strategies	B	B		B	B		B	C	B
EMGT	Emergency Mgmt. Foundation	IB	I			I		I		I
EMGT-6012	Organizational Resilience-Intro	B		B				B		
MGMT-	Incident Mgmt. System	C	C	B		B	C	B		B
EMGT-6016	Emergency Planning & Mgmt.	C	C		C		C	B	B	
EMGT-6015	Business Cont. Planning & Resources	IB	B	B	C	B			B	I
Level 2										
EMGT-	EM Operations & Technology	B			B	B				
EMGT-	Design Continuity	C	C	C	C	C		C		
EMGT-	Business Continuity 2	C	C	C	C	C			C	C
EMGT-	Design Emergency Management	C	C		C	C	C	B	B	B
EMGT-	Program Evaluation	C	C		C	C	C			B
FLDP-1023	Emergency Mgmt. Field Practicum	C								C
EMGT-	Exercise Design 1		C				C	C		
EMGT-6009	Recovery Phase Planning					C		C	B	C

1	Develop, review, and update emergency policies and programs based upon relevant legislation, standards, and
2	Conduct hazards identification and risk assessments, based on probability and consequence including the formulation of a risk profile addressing public and private sector issues and concerns.
3	Develop, implement, and maintain a business continuity plan that will ensure the continuation and recovery of normal operations of affected business and industry.
4	Develop, evaluate, and conduct training programs and exercises to test current emergency management programs.
5	Assess the integration and compatibility of various emergency policies, plans and procedures of area/regional private
6	Formulate, implement, and coordinate assigned projects within the community emergency management program within an allocated budget which meet or exceed legislative requirements incorporating a proactive risk management process
7	Perform operational functions in emergency situations.
8	Coordinate the development of, and administer public awareness and education programs, emergency information and media relations programs.
9	Liaise/coordinate with provincial ministries, federal departments, private and public sector enterprises to develop and sustain partnerships to assist with all phases of emergency management strategies while ensuring up-to-date data and

COMMS - Essential Employability Skills by Program, Level and Course

Program Name: Emergency Management

Program Code: EMG3

Academic Year: 2021

Course	Course Name	1	2	3	4	5	6	7	8	9	10	11
Level 1												
COMM	Emergency Information Mgmt.	X	X		X	X	X	X		X	X	X
EMGT	Mitigation & Prev Strategies	X	X	X		X	X	X	X	X	X	X
EMGT	Emergency Mgmt. Foundation	X	X	X	X	X	X	X			X	X
EMGT-6012	Organizational Resilience-Intro	X	X	X	X	X	X	X		X	X	X
MGMT-6016	Incident Mgmt. System	X	X		X	X	X	X		X	X	X
EMGT-6015	Emergency Planning & Mgmt.	X	X	X	X	X	X	X	X	X	X	X
EMGT-6015	Business Cont. Planning & Resources	X	X		X	X	X	X	X	X	X	X
Level 2												
EMGT-	EM Operations & Technology	X	X		X	X	X	X	X	X	X	X
EMGT-	Design Continuity	X	X		X	X	X	X	X	X	X	X
EMGT-	Business Continuity 2	X	X		X	X	X	X	X	X		X
EMGT-	Design Emergency Management	X	X				X			X	X	X
EMGT-	Program Evaluation	X	X	X	X	X	X	X	X	X	X	X
FLDP-1023	Emergency Mgmt. Field Practicum	X	X		X	X	X	X	X	X	X	X
EMGT-	Exercise Design 1	X	X		X	X	X	X	X	X	X	X
EMGT-	Recovery Phase Planning	X	X		X	X	X	X	X	X	X	X

Essential Employability Skills

1	Communicate clearly, concisely and correctly in the written, spoken and visual form that fulfills the purpose and meets the needs of
2	Respond to written, spoken or visual messages in a manner that ensures effective communication.
3	Execute mathematical operations accurately.
4	Apply a systematic approach to solve problems.
5	Use a variety of thinking skills to anticipate and solve problems.
6	Locate, select, organize and document information using appropriate technology and information systems.
7	Analyze, evaluate and apply relevant information from a variety of sources.
8	Show respect for diverse opinions, values, belief systems and contributions of others.
9	Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.
10	Manage the use of time and other resources to complete projects.
11	Take responsibility for one's own actions, decisions and consequences.

Proposed New Program Structure 21/22

	Course	Hrs
Semester 1	EMGT-6019 Emergency Mgmt Foundation	30
	EMGT-6020 Mitigation & Prevention Strategies	15
	MGMT-6172 Incident Management System	45
	EMGT – 6012 Organizational Resilience Intro	45
	COMM-6044 Emergency Information Management	30
	EMGT-6021 Emergency Planning & Management	60
	EMGT–6022 Business Continuity Planning/Resource	45
	Total Hours Semester 1	270
Semester 2	EMGT-6025 Business Continuity 2	45
	EMGT-6026 Exercise Design 1	30
	EMGT-6009 Recovery Phase Planning	45
	EMGT-6023 Emergency Management Design & Technology	45
	EMGT-6024 Program Evaluation	15
	EMGT-6027 Design Continuity	60
	EMGT-6028 Exercise Design 2	60
	FLDP—1023 EM Field Practicum	140
	Total Hours Semester 2	440
	300+140 Practicum	
	Total Program Hours	710
	570 + 140 practicum	

Degree Audit Report

Catalog: 2021/2022

Program: EMG3	Name: Emergency Management
Department: PSF - Public Safety	
Academic Level: PS	
CCD: 7 - 2AcadSem/600-700 hrs	
Credential: Ontario College Graduate Cert	
Grade Scheme: LG2	
Major: EMG3 - Emergency Management	Div: FHS - Fclty of Hlth, Comm St, Public Sfty
Co-Op Indicator: N/A	

Academic Program Requirement

Total Credits: 46.60	Residency Reqmt: 12.00
GPA Requirement: 2.00	Residency Reqmt GPA: 2.00
Minimum Grade: C	

Academic Requirement: EMG3.21 Emergency Management

Major: EMG2
Grade Scheme: LG2
Minimum GPA: 2.00
Subrequirement: EMG1

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	
MGMT-6037	Incident Management System	21.00	2.00	Level 1
MGMT-6172		45.00	3.00	
EMGT-6002	EM Operations Centre Design & Procedure	45.00	3.00	Move to Level 2
EMGT-6023	Emergency Management Design & Technology			
MGMT-6038	Mitigation & Prevention	21.00	2.00	Level 1
EMGT-6020	Strategies	15.00	1.00	
MGMT-6039	Managing Proj. in Emergency Management	21.00	2.00	Delete
EMGT-6009	Recovery Phase Planning	45.00	3.00	Move to Level 2
EMGT-6010	Comprehensive EM Exercise Design	45.00	3.00	Delete
EMGT-6011	Emergency Management	60.00	4.00	
EMGT-6019	Foundation	30.00	2.00	Level 1
EMGT-6012	Organizational Resilience-Intro	45.00	3.00	Level 1
EMGT-6013	Tabletop Exercise	45.00	3.00	Delete
EMGT-6014	Applied Exercise 1	45.00	3.00	Delete
EMGT-6015	Bus. Continuity Planning & Resources	45.00	3.00	Level 1
COMM-6021	Emergency Information	45.00	3.00	Level 1
COMM-6044	Management	30.00	2.00	
EMGT-6016	Emergency Planning & Management	60.00	4.00	Level 1
EMGT-6017	Applied Exercise 2	45.00	3.00	Delete
EMGT-6018	Program Evaluation	30.00	2.00	
EMGT-6024		15.00	1.00	Move to Level 2

Degree Audit Report

FLDP-1023	Emergency Management Field Practicum	140.00	3.60	Move to Level 2
EMGT-6025	Business Continuity 2	45.00	3.00	Add new course to Level 2
EMGT-6026	Exercise Design 1	30.00	2.00	Add new course to Level 2
EMGT-6027	Design Continuity	60.00	4.00	Add new course to Level 2
EMGT-6028	Exercise Design 2	60.00	4.00	Add new course to Level 2

Subrequirement: Program Residency

Students Must Complete a Minimum of 12 credits in this program at Fanshawe College to meet the Program Residency requirement and Graduate from this program

Approved By Chair/Manager:

Approved by Dean:

General Education Approved By(as appropriate):

Department and Date:

Date:

Date: