



Course Syllabus

Industrial Safety

ETI 1701 / 84920 / Fall 2026

Credit Hours: 3

Pre-requisites: None

Contact Information

Instructor

Cassie Tuggle
Instructional Coordinator, Engineering
Technology
ctuggle@gulfcoast.edu
850.769.1551 ext. 4012

Office: CHC 161
Office Hours: MW 2:30 – 4 PM | T 8 –
10:30 AM, 2 – 4 PM | R 8 – 10:30 AM
Response Time: 24-48 hours

Division Chair

Melanie Boyd
Division Chair
mboyd@gulfcoast.edu
850.769.1551 ext. 3839

Division Administrative Assistant

Marisa Weiman
Academic Program Specialist
mweiman@gulfcoast.edu
850.769.1551 ext. 3875

Course Information

Catalog Description:

This course focuses on the theories and principles of occupational safety and health in a practical and useful real world job related setting. The major topics include the Occupational Safety and Health Administration (OSHA) compliance, safety standards, code enforcement, ergonomic hazards, mechanical hazards, falling, lifting, electrical hazards, fire hazards, industrial hygiene, radiation, noise, emergencies, and environmental safety.

Student Learning Outcomes:

Upon completion of the course the student should be able to:

1. Identify and select appropriate Personal Protective Equipment (PPE) required for industrial environments in accordance with workplace safety standards.
2. Apply appropriate industrial safety procedures and practices to maintain a safe working environment.
3. Interpret and follow applicable environmental laws and regulations related to industrial operations and workplace compliance.
4. Recognize, document, and report unsafe conditions and practices in accordance with organizational safety protocols.
5. Analyze workplace situations to determine when machinery or processes should be stopped to investigate unsafe conditions.
6. Explain the role of regulatory agencies, including potential fines and corrective action requirements associated with safety and environmental violations.
7. Utilize and evaluate Safety Data Sheets (SDS) and other safety information resources to support safe handling of materials and workplace compliance.

Course Materials & Resources:

Amatrol LMS Activation Code (4-Month Access)

Students are required to purchase a 4-month Amatrol LMS activation code through the Bookstore. After purchasing the code, students must bring their bookstore receipt to the instructor to receive their activation code.

Important: Only one Amatrol LMS activation code is required per student each semester. Students enrolled in multiple courses that utilize the Amatrol LMS do not need to purchase additional activation codes for each class. A single code will provide access for all participating courses during the activation period.

Delivery Method:

This course meets face to face. Course material, assignments, and announcements may be offered via Canvas as a supplemental approach to learning at the discretion of the instructor. Please make sure that you have access to a computer with a webcam and internet service, in the event a change in course delivery is needed.

Student Expectations

In this course, communication and feedback will occur through various channels, including GCSC email, Canvas Inbox, Canvas Announcements, Canvas Discussions, Microsoft Teams or Zoom, assignment feedback, and instructor office hours. Review the statements below so that you understand the expectations for communication.

As a student at Gulf Coast State College, you are expected to:

- **Adhere to Course Guidelines:** Follow the guidelines detailed in the course syllabus, along with any additional instructions provided by the instructor. This includes understanding and complying with the course objectives, grading criteria, and academic policies.
- **Maintain Regular Contact:** Keep in touch with your instructor and classmates via your GCSC email or other designated communication channels. Regular contact helps clarify doubts, share ideas, and foster a collaborative learning environment.
- **Active Participation:** Engage actively in class discussions and submit assignments on time. Your active participation is crucial for your academic success and contributes to a vibrant learning community.

As your instructor, my commitment to you is to:

- **Provide Timely Feedback:** I will review and provide feedback on your assignments and submissions promptly. My goal is to help you understand your strengths and areas for improvement, which is crucial for your academic growth.
- **Respond Via Canvas Inbox:** I will respond to your emails or messages within 24-48 hours (excluding weekends), unless otherwise noted. I understand the importance of clear and timely communication in addressing your questions and concerns.
- **Post Regular Announcements:** To keep you updated and help you manage your time effectively, I will send out weekly reminders via announcements. These reminders will include important dates, upcoming assignments, and any changes to the course schedule.
- **Maintain Weekly Office Hours:** I will maintain regular weekly office hours, but I can also be available by appointment. This is to ensure I'm available for any questions or concerns that may come up during the week.

Course Schedule

ETI 1701 | Tentative Course Schedule | Fall 2026

Date	Topics	Assignments
8/17	Course Introduction Module 1: Safety Responsibilities	PQ01 Pre-Quiz EL01 eLearning Content Q01 Post-Quiz L01 Lab P01 Attendance and Participation
8/19	Module 2: Practicing Safety in the Workplace	PQ02 Pre-Quiz EL02 eLearning Content Q02 Post-Quiz L02 Lab P02 Attendance and Participation
8/24	Module 3: Machine Safety	PQ03 Pre-Quiz EL03 eLearning Content Q03 Post-Quiz L03 Lab P03 Attendance and Participation
8/26	Module 4: Emergency and Accident Response	PQ04 Pre-Quiz EL04 eLearning Content Q04 Post-Quiz L04 Lab P04 Attendance and Participation

8/31	Module 5: Hazardous Materials Standards	PQ05 Pre-Quiz EL05 eLearning Content Q05 Post-Quiz L05 Lab P05 Attendance and Participation
9/2	Module 6: Hazardous Material Handling and Storage	PQ06 Pre-Quiz EL06 eLearning Content Q06 Post-Quiz L06 Lab P06 Attendance and Participation
9/7	Labor Day	No Class – College Closed
9/9	Module 7: Midterm	E07 Midterm Exam
9/14	Module 8: Field Trip	L08 Lab P08 Attendance and Participation
9/16	Module 9: Fire and Electrical Safety	PQ09 Pre-Quiz EL09 eLearning Content Q09 Post-Quiz L09 Lab P09 Attendance and Participation
9/21	Module 10: Work Area Safety	PQ10 Pre-Quiz EL10 eLearning Content Q10 Post-Quiz L10 Lab P10 Attendance and Participation
9/23	Module 11: Types of PPE	PQ11 Pre-Quiz EL11 eLearning Content Q11 Post-Quiz L11 Lab P11 Attendance and Participation
9/28	Module 12: Equipment Safety	PQ12 Pre-Quiz EL12 eLearning Content Q12 Post-Quiz L12 Lab P12 Attendance and Participation
9/30	Module 13: Material Handling Safety	PQ13 Pre-Quiz EL13 eLearning Content Q13 Post-Quiz P13 Attendance and Participation
10/5	Module 14: Portable Power Tools Module 15: Review	PQ14 Pre-Quiz EL14 eLearning Content Q14 Post-Quiz P14 Attendance and Participation P15 Attendance and Participation
10/7	Module 16: Final	E16 Final Exam

The course schedule and assignments are subject to change at the instructor's discretion as needed to support course objectives and student learning outcomes.

Grading

GCSC Grading Scale

All grades will be posted in the student grade book in Canvas and will be assigned according to the following scale:

A	90%-100%
B	80%-89%
C	70%-79%
D	60%-69%
F	59% and below

Calculation of Grades

Amatrol eLearning Assignments (qty: 12)	15%
Post-Quizzes (qty: 12)	15%
Labs (qty: 11)	20%
Midterm	20%
Final	20%
<u>Attendance and Participation (qty: 14*)</u>	<u>10%</u>
Total	100%

*Refer to "Attendance Policy (Course-Specific)" section for details.

Course Policies

Accessibility Statement

Gulf Coast State College supports an inclusive learning environment for all students. If there are aspects of the instruction or design of this course that hinder your full participation, reasonable accommodations can be arranged. Prior to receiving accommodations, you must register with Student Accessibility Resources. Appropriate academic accommodations will be determined based on the documented needs of the student. Please visit [GCSC's Student Accessibility Resource \(SAR\) webpage](#) to learn more. For information regarding the registration process, email sar@gulfcoast.edu or call 850-747-3243.

Attendance Policy (General)

Regular class attendance and participation are significant factors that help to promote success in college. Students are expected to attend all class meetings of all courses for which they are registered.

You are expected to know the instructor's specific attendance policy, as stated in the syllabus for each course. In the event of absence, you should contact your instructor as soon as possible to indicate the reason and to inquire whether make-up work is possible. (Make-up work is offered solely at the discretion of your professor.)

If your absences in a class become excessive, as stated in the course syllabus, your professor may contact you, indicating that further absence may result in your withdrawal from the course. Your professor can withdraw you from a course for excessive absences without your permission.

Instructors will monitor attendance at the beginning of each semester. If you are not in attendance during this period, you may be withdrawn from the course. You will be financially responsible for the course and a "W or NS" will appear on your transcript. Withdrawal from a course may also have implications for financial aid.

Attendance Policy (Course-Specific)

Attendance and participation will be factored into the student's overall course grade throughout the semester. **Each student will be permitted one (1) absence without penalty ("free" absence).** After the first absence, additional absences may result in a reduction of the attendance and participation portion of the final grade.

Students who experience a serious illness, emergency, or other significant circumstance are expected to notify the instructor as far in advance as reasonably possible. Absences may be considered excused at the instructor's discretion when appropriate communication and supporting circumstances are provided. Failure to communicate with the instructor regarding absences may result in the absence being considered unexcused and negatively impacting the student's grade.

Repeated absences, excessive tardiness, early departures, lack of participation, or disengagement from classroom activities may also adversely affect the attendance and participation grade.

Withdrawal Policy

Two withdrawals are permitted per credit course. After that, a grade will be assigned. Please be concerned about withdrawals. When admitting students into certain programs, universities may calculate withdrawals as grades. It is your responsibility to verify the effects of enrollment and/or withdrawal upon your financial assistance (financial aid, scholarships, grants, etc.). There are two kinds of withdrawals---student and administrative.

- *Student Withdrawal (W1)* - Students wishing to withdraw must complete the online Student Withdrawal Form before the scheduled withdrawal deadline as published in the College catalog. Student withdrawals initiated prior to the scheduled withdrawal deadline will be recorded as a grade of "W." The withdrawal deadline for an off-term or condensed term is one week after midterm.
- *Administrative Withdrawal (W2)* – A faculty member may withdraw a student up to the published withdrawal deadline for violation of the class attendance policy in which case the student will receive a grade of "W." The withdrawal deadline for an off-term or condensed term is one week after midterm.

Students cannot withdraw from developmental studies courses (college-preparatory classes) after the drop/add period without written permission from their instructor and/or their academic advisor.

Academic Integrity

Honest participation in academic endeavors fosters an environment in which optimal learning can take place and is consistent with the college's mission. Academic misconduct, including cheating or plagiarism, is destructive to the spirit of an educational environment. GCSC professors report every instance of student academic misconduct to the college for inclusion on the student's records. Most course syllabi include an academic honesty policy and the consequences for violating this policy. Familiarize yourself with course policies regarding authorized or unauthorized use of AI to avoid the pitfalls of academic dishonesty.

The following definitions will apply:

"Cheating"

includes but is not limited to use of any unauthorized assistance in taking quizzes, tests, or examinations; dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; the acquisition without permission of tests or other academic materials belonging to a member of the College's faculty.

"Plagiarism"

includes, but is not limited to, the use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment as well as the purchase of papers or projects. It can also include overuse of an editing program like Grammarly or submitting work written by an Artificial Intelligence (AI) generator like ChatGPT. Make certain to consult your course syllabi for your instructor's guidelines of AI material.

"Self-plagiarism"

occurs when a student submits the same or considerably similar document to fulfill requirements in different classes. For example, if a student submits a term paper in Religion they originally wrote for an English class, this is self-plagiarism. Once a paper receives a grade in one class, it cannot be submitted again for another class.

"Generative Artificial Intelligence (AI)"

is technology that uses machine learning to create new content, such as text, images or code, based on user input. These systems are trained on vast amounts of data, including large language models and image or code generators. Common examples include ChatGPT, GitHub, Copilot, Google Gemini, Perplexity, and the Grammarly AI function.

Sanctions for incidences of academic misconduct, depending on the severity of the incidence and/or its repetition, may range from receiving an F grade (or 0) for the test, assignment, or activity, to failure of the course, to suspension or dismissal from the college.

Classroom Recording

In accordance with federal and state privacy laws, students may record class lectures for their own personal educational use, in connection with a complaint to the college, or as evidence in internal or external legal proceedings. Students may not publish or upload the recordings or any components thereof without the knowledge and written permission of the faculty member. Failure to obtain permission to publish could lead to the students' having to pay damages, attorney fees, and court

costs. For more information about what can be recorded, please see the guidelines in the GCSC Student Handbook.

Generative Artificial Intelligence (AI) Policy

The use of generative AI tools in academic work requires clear guidelines to maintain academic integrity. Please review the policy selected for this course regarding the use of AI tools such as ChatGPT, Copilot, Grammarly's AI features, and similar platforms for assignments, research, and other coursework.

See the student handbook for further information. Students with questions about acceptable use should consult their instructor.

Prohibited Use of AI

The use of AI-generated content is strictly prohibited in all assignments, coursework, and throughout all stages of the work process, such as brainstorming, outlining, or drafting. This includes but is not limited to, tools such as ChatGPT, Copilot, and Grammarly's AI function. Use of AI tools will be treated as a violation of academic integrity and may result in penalties, including a zero on the assignment and additional disciplinary actions as outlined in the college's academic integrity policy.

Anti-Discrimination Policy

Gulf Coast State College does not discriminate against any person in its programs, activities, policies or procedures on the basis of race, ethnicity, color, national origin, marital status, religion, age, gender, sex, pregnancy, sexual orientation, gender identity, genetic information, disability, or veteran status. All questions or inquiries regarding compliance with laws relating to non-discrimination and all complaints regarding sexual misconduct or discrimination may be directed to Amanda Reed, Executive Director of Human Resources/Title II/504/Title IX Coordinator and Employment Equity Officer, Gulf Coast State College, 5230 W. US Highway 98, Panama City, FL 32401; 850-769-1551, ext. 3516. Rules, policies, fees, and courses described in this catalog are subject to change without notice.

Syllabus Policy

For any syllabus posted prior to the beginning of the term, the instructor reserves the right to make minor changes prior to or during the term. The instructor will notify students via e-mail or Canvas announcement when changes are made in the requirements and/or grading of the course.

Student Support Resources

Gulf Coast State College is committed to providing you with the resources you need for success as a student and beyond. View all the academic and student support resources provided at GCSC on the [Student Services web page](#).

Course Technology & Support

To successfully participate in this online course, students must have basic computer and digital information literacy skills and meet the following technology requirements:

- **Computer:** Up-to-date web browser that supports the Canvas learning management system; please refer to the system requirements for compatibility and information on using the Canvas app on mobile devices.
- **Internet Speed:** Minimum bandwidth of 8 Mbps upload/download speed to effectively engage in online activities and access multimedia.
- **Office 365 software:** Available for free download through GCSC Information Technology Services (ITS).

If you need technical support, contact the ITS Help Desk, available 24/7 at (850) 913-3303.

