

Hazardous Materials Planning and Management

Fall 2026 – EADP 4000 Syllabus

Instructor

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Office Hours: By request only

Course Information

Tuesday: 2:25 pm – 5:15 pm

Location: Chilton Hall 240 (In-Person)

Fall 2026: August 17 – December 11

Course Description

This course provides a comprehensive analysis of **hazardous materials incident planning, mitigation, and defensive response management**. Students will examine systemic **environmental regulations** and governance structures, specifically focusing on the application of the **Incident Command System (ICS)**. The curriculum delineates the operational and structural differences between **Emergency Operations Center (EOC)** oversight and tactical **first responder field operations**.

Throughout this course, as future emergency managers you will gain a better understanding, knowledge, and the ability to apply basic hazardous materials awareness in the following core areas:

- **Chemical and Physical Hazards:** Evaluate the properties of radioactive, toxic, corrosive, and explosive substances, alongside physical hazards like compressed gases.
- **Incident Analysis:** Assess the variables dictating incident severity, including public health vectors, socioeconomic impacts, and deployment of evacuation versus shelter-in-place protocols.
- **Logistics and Transport:** Examine the risk parameters associated with large-scale hazmat transportation networks, addressing data from the Pipeline and Hazardous Materials Safety Administration.

Course Structure

- **Format:** In-Person classroom settings which meets once a week every Tuesday in Chilton Hall 240 at 2:25 – 5:15 pm
- **Duration:** **16 weeks** (Monday–Sunday modules), starting **Monday, August 17**. All modules and assignments are open from day one.
- **Assignments:** Due on **Saturdays at 11:59 PM (CST)**, except **Assignment 5** which is due on a Tuesday. For detailed information about each rubric assignment, etc. refer to the CANVAS Syllabus Section.
- **Exams:** The **midterm and final exams are in person** during our scheduled Tuesday class time (**2:25 PM – 5:15 PM**).

Course Objectives

This course prepares future emergency managers to minimize the impact of hazardous materials on public health, safety, and the environment. You will develop the essential skills needed to protect people, property, and the planet across all phases of emergency management: preparedness, protection, mitigation, planning, response, and recovery.

Key Topics Covered

- **Regulatory Frameworks:** Master the laws, regulations, and standards governing hazardous materials, including OSHA and EPA training mandates. [[1](#), [2](#), [3](#), [4](#)]
- **Roles & Responsibilities:** Define the functions of Awareness Level First Responders and emergency managers during an active incident.
- **Interagency Collaboration:** Successfully navigate the roles of local, state, and federal agencies, including LEPCs and SERCs.
- **Hazard Identification:** Learn to identify local hazardous materials, analyze physical and chemical properties, and recognize hazards via container information. [[1](#), [2](#), [3](#)]
- **Public Safety & Isolation:** Protect communities by accurately identifying threats and effectively isolating incident scenes.

Required Textbook Material



- DOT 2024 Emergency Response Guide (ERG): Any physical size is acceptable.
- Format rule: Print copy only. Electronic versions are not allowed during class sessions or tests.
- Cost: Approximately \$5.00 or more plus shipping.

Other Required Reading Materials

This in-person course is organized into distinct **Canvas Learning Modules** that house all necessary content and present the entire curriculum sequence at-a-glance. Within each module, you will find a **Professor's Module** containing critical information, including required readings, videos, PowerPoints, and assignments. Additionally, the **Canvas Syllabus** section provides essential course details, a printable copy of the syllabus, and a dynamic schedule of all assignments and exams.

Course Communication

You can reach me through the Canvas inbox, before or after our scheduled class, or by requesting a quick Zoom call for questions better handled verbally. If you prefer email, please note that my inbox fills up quickly during busy periods. If you write to me during the workweek and do not receive a reply within **24 hours**, please send a friendly follow-up email. Keep in mind that response times may be longer on weekends and holidays. Finally, please ensure all communication remains professional, which includes using a polite tone, checking spelling and grammar, and addressing me with an appropriate salutation (**Professor McCormick**).

Artificial Intelligence (AI) Policy

Usage of Artificial Intelligence for your Assignments: Artificial Intelligence (AI) is a great tool in the emergency response toolbox. But it comes with its own risks, ethics and accountability. I will have a speaker who will talk on Ethical AI practices as well as how AI is being used today in the field of emergency management to assist first responders in assessing flood and hurricane damages. Therefore, AI does offer a promising benefit within the emergency management field. In this course I realize that AI can significantly speed up the process and homing in the topic areas for your assignments. Just be mindful of the following when using AI:

- Do not solely rely on AI
- Don't overlook the ethics of using AI
- Don't trust unverified claims
- Don't just cut and paste...use your critical thinking
- Don't underestimate the risk
- Do not use AI to write your assignments
- Most importantly ---- you will be held accountable for your findings. **NOTE: Use Only Verified Sources**

Just remember IA when used effectively as a tool is only there to augment, not replace, critical thinking and careful research. Be mindful of this when doing your Assignments

Technology Requirements

This course has digital components. To fully participate in this class, students will need internet access to reference content on the Canvas Learning Management System and a reliable internet connection. Other technology requirements include:

- Microsoft Office (Word, Excel, and PowerPoint)
- Internet browser installed
- Speakers, microphone & webcam (these components are built into most laptops)

If circumstances change, you will be informed of other technical needs to access course content. Information on how to be successful in a digital learning environment can be found at [Learn Anywhere](https://online.unt.edu/learn) (<https://online.unt.edu/learn>).

How to Succeed in this Course

To succeed in this course, actively prepare for classes by reviewing all module materials and lecture slides ahead of time. Engaging directly in class discussions, collaborating respectfully with your peers and instructors, and submitting your assignments on time are essential to your success.

If you encounter challenges or require accommodation, please maintain early communication so we can work together effectively. For students requiring dedicated accessibility assistance, the [University of North Texas](https://online.unt.edu/learn) provides comprehensive support through UNT Student Disability Services. Most importantly, remember to participate fully, support one another, and have fun throughout the learning process.

Early & Open Communication

Open communication with me is key to doing well in the course. Don't be afraid to email me or use Canvas inbox to ask a question about the course. This is one means of letting me know that something is unclear. If additional communication is needed, I will arrange a meeting that we both can agree upon.

Finally, I also encourage contact as soon as possible if you have extenuating circumstances I should know about. Please communicate with me early, especially if you anticipate an absence in advance. I appreciate that many students are balancing work and family along with school, so I will do my best to work with you and accommodate challenging circumstances. There may be some flexibility I can offer to support your academic success.

Respect for Your Peers & Instructor

I value the many perspectives students bring to our campus. Please work with me to create a classroom culture of open communication, mutual respect, and inclusion. All discussions should be respectful and civil. Although disagreements and debates are encouraged, personal attacks are unacceptable. Together, we can ensure a safe and welcoming classroom for all. If you ever feel like this is not the case, please let me know. We are all learning together.

Ensuring Accessibility for All

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodation at any time; however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the [Office of Disability Access](https://studentaffairs.unt.edu/office-disability-access) website (<https://studentaffairs.unt.edu/office-disability-access>). You may also contact ODA by phone at (940) 565-4323.

CANVAS

To begin, it is vital that you carefully read the course home page on Canvas, paying close attention to the introductory material and standard UNT policies. Once you are familiar with these basics, you can navigate to the "Modules" section. Each new learning module opens at 6:00 AM on Monday prior to the week it is scheduled for class discussion, provided you have finished the preceding module. Within each section, you will find the professor's overview, required materials, lecture PowerPoints, and all supporting readings. To earn full credit, all coursework must be uploaded to its designated Canvas folder by the assigned deadline. Every single assignment, along with its specific grading rubric, is clearly detailed in this syllabus. Keeping close track of these dates and times is

essential for your success in this course.

Please note that grading is based on a total points system, and policy enforcement is strict. While a few select assignments may allow for late submissions with a daily point penalty, many do not offer this extension. Furthermore, there are absolutely no make-up opportunities for exams unless you have an official, university-excused absence. You are responsible for reviewing Canvas to check the exact due dates, rubric requirements, and specific penalties associated with missed deadlines or incomplete criteria.

GRADING

Grade Scale

A	100% - 90%	1100 – 990 pts
B	89%-80%	989 – 880 pts.
C	79%-70%	879 – 770 pts.
D	69%-60	769 – 660 pts.
F	59% or below	659 – 0 pts.

Grade Breakdown

Your final grade uses a total point scale, not percentages. Every assignment, test, and attendance check adds a specific number of points to your final score. Attendance points follow the exact rules listed in the course syllabus rubric.

Note: specific rubric requirements found in CANVAS Syllabus Section

Exams (2) @ 150 pts per each exam	300 pts.
Midterm Exam	150 pts
Final Exam	150 pts
Assignment #1	50 pts.
A1 – FEMA Certification: IS-100 or IS-200	50 pts.
Assignment #2	50 pts.
A2 – FEMA Certification: IS-1190	50 pts.
Assignment #3	150 pts.
Chemical Safety Board Video Memo	
Assignment #4A-D	250 pts.
A4A – Getting Familiar with the ERG	50 pts.
A4B – Placards – Name That Chemical	50 pts.
A4C – Identify the Chemical and its Hazard	50 pts.
A4D – Scenarios – Now Let's Put This All Together	100 pts.
Assignment #5	300 pts.
A5 – Comprehensive Hazardous Materials Case Study Analysis	300 pts.
Total	1100 pts.

POLICIES

Below are just a few policies. For more detailed policies information refers to CANVAS.

For classroom engagement, please refer to UNT's [Engagement Guidelines](https://clear.unt.edu/online-communication-tips) (<https://clear.unt.edu/online-communication-tips>) for more information.

Late Work

UNT instructors have the authority to decide whether or not to accept late work. All course assignments open on August 17, the first day of the semester, allowing you to start and complete tasks at your own pace ahead of schedule. To receive full credit on any work submitted after the deadline, your submission must strictly follow the established grading rubric. Because individual assignments may vary, please consult the Canvas Syllabus section to check if a specific task has a **"Late Submission Policy"** or a **"No Late Work Acceptable"** rule. The only exception to these rules is for [university-excused absences](#), which require you to submit official documentation within 48 hours of the missed deadline. You are highly encouraged to review the official university policy regarding excused absences to ensure you comply with all requirements.

Grade Dispute

You are required to wait 24 hours before contacting me to dispute a grade. Within that time, I expect that you will review the assignment details and reflect on the quality of the work you turned in. If you would still like to meet, email me to set up a meeting (I cannot discuss grades over email). You can email to set up a specific time that we will arrange (i.e., zoom, phone, etc.) to meet with specific examples that demonstrate that you earned a higher grade than you received. If you miss your scheduled meeting, you forfeit your right to a grade dispute. If you do not contact me to schedule a meeting within seven days of receiving your grade, you also forfeit your right to a grade dispute.

Extra Credit

There are no extra credit opportunities for this course.

Exams

There are two exams (Mid-Term and Final). Each exam will consist of multiple choice, matching, true/false, fill-in-the blank(s) and short answer(s). They will be drawn from assigned readings, FEMA courses, videos, Professor's Lecturers (PowerPoints) and class time - open discussion(s). **The exams will be in-person on the designated Tuesday night in our normal meeting room at 6:00 pm. NOTE: Each Exam is worth 150 points each of your final grade**

- ✓ **Exam 1 – Mid Term (October 06) – IN PERSON**
Mid-Term - Comprehensive covering all materials from **Modules: 1, 2, 4, & 5**
- ✓ **Exam 2 – Final (December 08) – IN PERSON**
Final Exam - Comprehensive covering all materials from **Modules: 3, 6, 7 & 8**

Assignments

All course assignments open on August 17, the first day of the semester, allowing you to complete and submit work at your own pace. You can find detailed instructions and required rubrics inside each assignment's designated area.

Technical Assistance

Part of working in the online environment or face to face involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk: [UIT Student Help Desk site](http://www.unt.edu/helpdesk/index.htm) (<http://www.unt.edu/helpdesk/index.htm>)

Email: helpdesk@unt.edu

Phone: 940-565-2324

In Person: Sage Hall, Room 130

Walk-In Availability: 8am-9pm

Telephone Availability:

- Sunday: noon-midnight
- Monday-Thursday: 8am-midnight
- Friday: 8am-8pm
- Saturday: 9am-5pm

Laptop Checkout: 8am-7pm

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328)
(<https://community.canvaslms.com/docs/DOC-10554-4212710328>)

Student Evaluation for Course

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 [insert administration dates] of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the [SPOT website](http://spot.unt.edu/) (<http://spot.unt.edu/>) or email spot@unt.edu.