

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

<b>Course Code and Number:</b> BUS 418		<b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>																	
<b>Course Full Title:</b> Workplace Health and Safety <b>Course Short Title (if title exceeds 30 characters):</b>																			
<b>Faculty:</b> Faculty of Professional Studies		<b>Department (or program if no department):</b> School of Business																	
<b>Calendar Description:</b> Human resources practitioners take a leadership role in the integration of safe practices into an organization's operations. This helps foster an organizational culture that promotes a healthy workforce. This course examines the best practices of stakeholders that support such a work environment.																			
<b>Prerequisites (or NONE):</b>		60 university-level credits including BUS 201.																	
<b>Corequisites (if applicable, or NONE):</b>		None																	
<b>Pre/corequisites (if applicable, or NONE):</b>		None																	
<b>Equivalent Courses (cannot be taken for additional credit)</b> Former course code/number: Cross-listed with: Equivalent course(s): <i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>		<b>Transfer Credit</b> Transfer credit already exists: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Transfer credit requested (OReg to submit to BCCAT): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> .																	
<b>Total Hours: 45</b> <b>Typical structure of instructional hours:</b> <table border="1" data-bbox="105 1285 813 1562"> <tr> <td>Lecture hours</td> <td>39</td> </tr> <tr> <td>Seminars/tutorials/workshops</td> <td>6</td> </tr> <tr> <td>Laboratory hours</td> <td></td> </tr> <tr> <td>Field experience hours</td> <td></td> </tr> <tr> <td>Experiential (practicum, internship, etc.)</td> <td></td> </tr> <tr> <td>Online learning activities</td> <td></td> </tr> <tr> <td>Other contact hours: Student Directed Learning</td> <td></td> </tr> <tr> <td><b>Total</b></td> <td><b>45</b></td> </tr> </table>		Lecture hours	39	Seminars/tutorials/workshops	6	Laboratory hours		Field experience hours		Experiential (practicum, internship, etc.)		Online learning activities		Other contact hours: Student Directed Learning		<b>Total</b>	<b>45</b>	<b>Special Topics</b> Will the course be offered with different topics? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, different lettered courses may be taken for credit: <input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit <i>Note: The specific topic will be recorded when offered.</i>	
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<b>Total</b>	<b>45</b>																		
		<b>Maximum enrolment (for information only):</b> 25 <b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Annually																	
<b>Department / Program Head or Director:</b> Dr. Frank Ulbrich		<b>Date approved:</b> October 31, 2017																	
<b>Faculty Council approval</b>		<b>Date approved:</b> December 8, 2017																	
<b>Campus-Wide Consultation (CWC)</b>		<b>Date of posting:</b> February 16, 2018																	
<b>Dean/Associate VP:</b> Dr. Tracy Ryder Glass		<b>Date approved:</b> December 8, 2017																	
<b>Undergraduate Education Committee (UEC) approval</b>		<b>Date of meeting:</b> February 23, 2018																	

**Learning Outcomes**

Upon successful completion of this course, students will be able to:

- LO 1. Describe the regulatory environment and ethical perspectives relevant to workplace health and safety,
- LO 2. Explain the role of workers' compensation boards with specific reference to British Columbia,
- LO 3. Analyze workplace hazards,
- LO 4. Plan training programs to promote a culture of safety and health,
- LO 5. Conduct an incident/accident investigation,
- LO 6. Design a disability management program, including return to work plans,
- LO 7. Promote work-life balance and wellness behaviour in workplaces.

**Prior Learning Assessment and Recognition (PLAR)**

☒ Yes      ☐ No, PLAR cannot be awarded for this course because

**Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)**

Lectures, discussions, case studies, and experiential exercises.

**Grading system:** Letter Grades: ☒ Credit/No Credit: ☐ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

**Typical Text(s) and Resource Materials (if more space is required, download Supplemental Texts and Resource Materials form)**

Author (surname, initials)	Title (article, book, journal, etc.)	Current ed.	Publisher	Year
1. Kelloway, K., Francis L., & Gatien, B.	Management of Occupational Health & Safety	<input checked="" type="checkbox"/>	Nelson	
2.		<input type="checkbox"/>		

**Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)**

n/a

**Typical Evaluation Methods and Weighting**

Final exam:	35%	Assignments:	5%	Midterm exam:	25%	Practicum:	-
Quizzes/tests:	-	Lab work:	-	Field experience:	-	Shop work:	-
Class participation:	10%	In-class activity:	10%	Group project:	15%	Total:	100%

**Details (if necessary):****Typical Course Content and Topics**

## Module One: Legislative framework

- Historical development & economic considerations
- Health & safety/environmental legislations
- Ethical principles
- Workplace hazardous materials information systems
- Workers' compensation; rates, methods, and assessments
- In-class activity #1 (LO 1–2)

## Module Two: Hazards and agents

- Physical, chemical, and biological agents
- Psychosocial hazards
- Hazard recognition, assessment, and control

## Midterm exam (LO 1–3)

## Module 3 – Interventions

- Health and safety training; needs analysis
- Motivating safety behaviour at work
- Emergency response and preparedness
- In-class activity #2 (LO 4)
- Accident investigation
- Managing disability
- Return to work plans
- In-class activity #3 (LO 5–6)
- Workplace wellness

## Group project (LO 1–7)

## Class participation (LO 1–7)

## Comprehensive Final exam (LO 1–7)