

STUDENT WARNING: This course syllabus is from a previous semester archive and serves only as a preparatory reference. Please use this syllabus as a reference only until the professor opens the classroom and you have access to the updated course syllabus. Please do NOT purchase any books or start any work based on this syllabus; this syllabus may NOT be the one that your individual instructor uses for a course that has not yet started. If you need to verify course textbooks, please refer to the online course description through your student portal. This syllabus is proprietary material of APUS.

American Public University System

The Ultimate Advantage is an Educated Mind

School of Business
TLMT381
Hazardous Materials Management
3 Credit Hours
Eight Weeks
Prerequisites: None

Please see the **Lessons** area in the classroom for additional course specific information

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Course Description (Catalog)

The material in this course focuses on the organizational use of Hazardous Materials, including, the Environmental, Health and Safety (EHS) impact of their use on the organization. Issues raised include the overall economic, social and environmental costs of chemical usage. Emphasis is on actively reducing chemical use and chemical wastes.

Course Scope

The course is narrow in focus but broad in scope. A set of industrial applications will be used as an informal standard to create a working model adaptable to any organizational entity. Full life cycle management is emphasized and the relationship between daily operations and compliance training will be examined. This course is a study of the managerial and social issues associated with hazardous materials consumption. The course will cover a very narrow segment of the industrial base but it has very broad application in any commercial environment in which Hazardous Materials are consumed on a regular basis. The course depends on high levels of timely interaction to link concepts effectively to real-world practice.

Course Materials

REQUIRED TEXTS

1. VanGuilder, Clifton. (2012). Hazardous waste management: an introduction.

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2. U.S. Department of Transportation (2016). Emergency Response Guidebook 2016.

<http://www.phmsa.dot.gov/staticfiles/PHMSA/DownloadableFiles/Files/Hazmat/ERG2016.pdf>

Please visit <http://apus.libguides.com/er.php> and search by the course number (ex: LITR210) to access your required resources.

The following are suggested reading, can be found with a simple Internet search:

3. Federal Acquisition Regulation
4. FEDSTD 313D with change 1
5. 29 CFR, 40 CFR, 49 CFR selected sections
6. Summary of incidents for which FAA is asking for fines of \$50K or higher

Course Objectives

After completing the course, the student should be able to:

1. Identify the primary internal Federal definition of Hazardous Material.
2. Explain the categories of hazardous materials.
3. Contrast historical and current hazardous material policies and regulations
4. Critique the treatment processes of hazardous materials (including solid waste).
5. Summarize the proper storage and disposal of hazardous materials.
6. Differentiate technologies designed for contamination and clean-up.
7. Explain the need of permits, Resource Conservation & Recovery Act (RCRA) reporting, and Land Disposal Restriction Program (LDR).
8. Describe the requirements of hazardous material record-keeping.

Course Outline

<u>Week</u>	<u>Topic(s)</u>	<u>Learning Objective(s)</u>
1	Personal Introduction Defining Hazmat	Identify the primary internal Federal definition of Hazardous Material
2	Exploring the Federal Regulations The Emergency Response Guide	Illustrate the differences in the meaning of 'regulated material' between the major regulations. Determine the direct relationships between the regulations in reference to Hazmat and Infer the underlying common thread(s) that connect them
3	Introduction and Identification of Hazmat	Define hazardous material and review the historical laws and principles of the industry. Identify and define the categorizing of hazardous materials.
4	Hazardous Materials Policy, Regulatory	Present current hazardous material policies and regulations.

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	Requirements, and Treatment/ Disposal	Express the treatment processes of hazardous materials. Demonstrate the proper storage and disposal of hazardous materials.
5	Hazardous Material Clean-up and Air Pollution Control	Define technologies designed for contamination and clean-up. Outline the topic of air pollution and the control of the issue.
6	Wastewater and Solid Waste Management	Recognize and define wastewater management. Describe and express the topic of solid waste management.
7	Hazardous Waste Permits, RCRA, and Record-Keeping Requirements	Define the need of permits, RCRA reporting, and LDR Program. Specify the requirements of hazardous material record-keeping.
8	Review	Demonstrate the knowledge and insight gained into personal & professional guidance

Course Delivery Method

This course delivered via distance learning will enable students to complete academic work in a flexible manner, completely online. Course materials and access to an online learning management system will be made available to each student. Online assignments are due by Sunday evening of the week as noted and include Forum questions (accomplished in groups through a threaded forum), examination, and individual assignments submitted for review by the Faculty Member). Assigned faculty will support the students throughout this eight-week course.

Policies

Please see the [Student Handbook](#) to reference all University policies. Quick links to frequently asked question about policies are listed below.

[Drop/Withdrawal Policy](#)

[Plagiarism Policy](#)

[Extension Process and Policy](#)

[Disability Accommodations](#)

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Grading Scale

Please see the [Student Handbook](#) to reference the University's [grading scale](#).

Citation and Reference Style

Attention Please: Students will follow the APA Format as the sole citation and reference style used in written work submitted as part of coursework to the University. Assignments completed in a narrative essay or composition format must follow the citation style cited in the APA Format.

Netiquette

Online universities promote the advancement of knowledge through positive and constructive debate – both inside and outside the classroom. Forums on the Internet, however, can occasionally degenerate into needless insults and “flaming.” Such activity and the loss of good manners are not acceptable in a university setting – basic academic rules of good behavior and proper “Netiquette” must persist. Remember that you are in a place for the rewards and excitement of learning which does not include descent to personal attacks or student attempts to stifle the Forum of others.

- **Technology Limitations:** While you should feel free to explore the full-range of creative composition in your formal papers, keep e-mail layouts simple. The Sakai classroom may not fully support MIME or HTML encoded messages, which means that bold face, italics, underlining, and a variety of color-coding or other visual effects will not translate in your e-mail messages.
- **Humor Note:** Despite the best of intentions, jokes and especially satire can easily get lost or taken seriously. If you feel the need for humor, you may wish to add “emoticons” to help alert your readers: ;-), :), ☺

Disclaimer Statement

Course content may vary from the outline to meet the needs of this particular group.

Academic Services

The Online Library is available to enrolled students and faculty from inside the electronic campus. This is your starting point for access to online books, subscription periodicals, and Web resources that are designed to support your classes and generally not available through search engines on the open Web. In addition, the Online Library provides access to special learning resources, which the University has contracted to assist with your studies. Questions can be directed to librarian@apus.edu.

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- **Charles Town Library and Inter Library Loan:** The University maintains a special library with a limited number of supporting volumes, collection of our professors' publication, and services to search and borrow research books and articles from other libraries.
- **Electronic Books:** You can use the online library to uncover and download over 50,000 titles, which have been scanned and made available in electronic format.
- **Electronic Journals:** The University provides access to over 12,000 journals, which are available in electronic form and only through limited subscription services.
- **Tutor.com:** AMU and APU Civilian & Coast Guard students are eligible for 10 free hours of tutoring provided by APUS. [Tutor.com](http://tutor.com) connects you with a professional tutor online 24/7 to provide help with assignments, studying, test prep, resume writing, and more. Tutor.com is tutoring the way it was meant to be. You get expert tutoring whenever you need help, and you work one-to-one with your tutor in your online classroom on your specific problem until it is done.
- **Disability Accommodations:** Students are encouraged email dsa@apus.edu to discuss potential academic accommodations and begin the review process.

Request a Library Guide for your course (<http://apus.libguides.com/index.php>)

The AMU/APU Library Guides provide access to collections of trusted sites on the Open Web and licensed resources on the Deep Web. The following are specially tailored for academic research at APUS:

- Program Portals contain topical and methodological resources to help launch general research in the degree program. To locate, search by department name, or navigate by school.
- Course Lib-Guides narrow the focus to relevant resources for the corresponding course. To locate, search by class code (e.g., SOCI111), or class name.

If a guide you need is not available yet, please email the APUS Library: librarian@apus.edu.

Turnitin.com

Faculty may require assignments be submitted to Turnitin.com. Turnitin.com will analyze a paper and report instances of potential plagiarism for the student to edit before submitting it for a grade. In some cases professors may require students to use Turnitin.com. This is automatically processed through the Assignments area of the course.