

# **ENF575 Focus Areas in Homeland Security Administration**

## **(3 credit hours)**

### **Course Syllabus**

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#### **Course Description**

The purpose of this course is to prepare Homeland Security professionals to analyze, interpret and understand various policies and procedures related to the management and administration of Homeland Security affairs. Through evaluation and discussion of a wide range of multi-disciplinary topics and issues, students will gain an appreciation for the threats, vulnerabilities and hazards which face Homeland Security practitioners. Students will also learn to identify and engage appropriate assets, capabilities and resources to mitigate and remediate these threats. Civil liberty protections guaranteed to us by the Constitution have a bearing on U.S. Homeland Security policy, and this course will examine the delicate balance of civil-military relations and the impact of Federalism, States' Rights and Tribal Sovereignty on the preparation for, response to and recovery from man-made and natural disasters. The course will review policies and procedures related to Homeland Security grants, disaster declarations and other financial and operational crisis response resources. Additionally, students will be introduced to the importance of the National Incident Management System (NIMS) and the Homeland Security Exercise and Evaluation Program (HSEEP) in the planning and preparation for all-hazards events. Finally, the course will examine assessment criteria and resources available to Homeland Security professionals responsible for Critical Infrastructure Protection activities.

#### **Course Learning Outcomes**

By the end of this course, you will be able to:

1. Analyze the dynamics of civil-military relations and assess the limitations to utilizing military personnel in domestic Homeland Security activities.
2. Theorize and evaluate the circumstances under which Federal resources may be permitted in support of Homeland Security activities.
3. Compare and contrast the jurisdictional issues surrounding operations within the Sovereignty of Tribal Lands.
4. Analyze the major policies and processes governing grants, disaster declarations and other Homeland Security financial aid programs.
5. Apply the concepts, processes and principles related to the National Incident Management System and the Homeland Security Exercise and Evaluation Program.

6. Analyze and interpret the assessment criteria and resources available to support Critical Infrastructure Protection as it relates to Homeland Security

## Required Textbook(s) and Resources

Bullock, J., Haddow, G., & Damon, P. (2016) Introduction to Homeland Security: Principles of All-Hazards Risk Management (5th ed.).

A digital copy of your textbook is included with your DragonACCESS fees for this course. Use the DragonACCESS tool in Moodle to view your book.

## Time Commitment

Effective time management is possibly the single most critical element to your academic success. To do well in this online class you should plan your time wisely to maximize your learning through the completion of readings, discussions, and assignments. Because of our accelerated, seven-week term, TU online courses are designed with the expectation that you dedicate a little over **six (6)** hours per credit hour to course activities and preparation **each week**. For example, for successful completion of a three-credit, seven-week online course you should reserve roughly **twenty (20) hours per week**.

To help plan your time and keep on track toward successful course completion, note the distinctive rhythm of assignment due dates:

1. All times assume Eastern Time (GMT-4).
2. Weeks begin at 12:00 a.m. ET on Monday and end at 11:55 p.m. ET on Sunday.
3. Unless otherwise noted, initial assignments or discussion posts are due by **11:55 p.m. ET on Wednesdays**.
4. Additional assignments or follow-up discussion posts are due by **11:55 p.m. ET on Saturdays, and**
5. Major assignments and reflections are typically due by **11:55 p.m. ET on Sundays**.

## Grading

The chart below identifies the individual contributions from each type of activity, per week.

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Total
<b>Forums</b> Activity 1.1 (n/a) Activity 1.2 (50)	<b>Forums</b> Activity 2.1 (n/a)	<b>Forums</b> Activity 3.1 (n/a)	<b>Forums</b> Activity 4.1 (50)	<b>Forums</b> Activity 5.1 (n/a)	<b>Forums</b> Activity 6.1 (50)	<b>Forums</b> Activity 7.1 (50)	<b>200</b>
<b>Assignments</b> (n/a)	<b>Assignments</b> Activity 2.2 (100)	<b>Assignments</b> Activity 3.2 (200)	<b>Assignments</b> Activity 4.2 (100)	<b>Assignments</b> Activity 5.2 (300)	<b>Assignments</b> Activity 6.2 (50) Activity 6.3 (50)	<b>Assignments</b> (n/a)	<b>800</b>
<b>50</b>	<b>100</b>	<b>200</b>	<b>150</b>	<b>300</b>	<b>150</b>	<b>50</b>	<b>1000</b>

## Grading Scale

A: 90-100%

B: 80-89%

C: 70-79%

F: <70%

Please see the [Academic Bulletin](#) for grade appeal information.

## Course Schedule and Weekly Checklist

### Start Here

- MON: Activity 1.1: Meet Your Peers - Introductory Post

### Week 1 – Foundations and Structure of Homeland Security

- WED Activity 1.1: Meet Your Peers - Secondary Post
- WED: Activity 1.2: Department of Homeland Security
- SAT: Activity 1.2: Department of Homeland Security

### Week 2 – The Military Role in Homeland Security

- SUN: Activity 2.1: Week 2 Check In
- SUN: Activity 2.2: Team Presentation

- SAT: Activity 1.2: Department of Homeland Security

### **Week 3 – The Federal Role in Homeland Security**

- SUN: Activity 3.1: Week 3 Check In
- SUN: Activity 3.2: National Response Framework

### **Week 4 – Tribal Lands and Homeland Security**

- WED Activity 4.1: Tribal Lands
- SAT: Activity 4.1: Tribal Lands
- SUN: Activity 4.2: Homeland Security Policy Part 1

### **Week 5 – Policy, Assistance Programs, and EMACs**

- SUN: Activity 5.1: Week 5 Check In
- SUN: Activity 5.2: Homeland Security Policy Part 2

### **Week 6 – NIMS, ICS, and HSEEP**

- WED: Activity 6.1: NIMS
- SAT: Activity 6.1: NIMS
- SUN: Activity 6.2: IS 100c Independent Study On-Line Exam
- SUN: Activity 6.3: FEMA IS 130 Independent Study Online Exam

### **Week 7 – Intelligence and Assessments to Support Critical Infrastructure Protection**

- WED: Activity 7.1: Threat and Vulnerability Assessment
- SAT: Activity 7.1: Threat and Vulnerability Assessment

### **Tips for Success**

Online learning requires self-discipline and self-direction. As seekers of the truth, we should be willing to challenge one another's academic work in a spirit of respectful comradery. Your course is a place for you to grow as you benefit from the expertise, experience, and diverse perspectives of your instructor and peers. Constructive feedback will challenge you to stretch your own thinking, thereby expanding your knowledge and understanding.

To get the most out of your learning experience, you should actively engage (participate) in **ALL** course activities. Course elements are arranged chronologically. To complete a week, simply work your way "down the page" through all of the course materials and activities.

### **Your Instructor Will Expect You to:**

- Thoroughly review orientation materials (Start Here) within the first 48 hours of the term.
- Monitor your TU email account **daily** for important updates and announcements.

- Take ownership of your learning experience and act in a proactive, self-directed manner. That means:
  - Fully participate in all learning activities.
  - Complete assignments as described in rubrics or other instructions.
  - Submit all work on time and in the specified format (e.g. APA format for citations).
  - Utilize and incorporate instructor provided feedback to improve your work.
  - Ask questions so you can better understand course material or assignments.
  - Use the highest standards of intellectual honesty and integrity. For more information, see the TU Library guide: [Digital Literacy: Netiquette and Internet Safety](#).
  - Treat others respectfully and demonstrate "netiquette" (online politeness and respectfulness) at all times. TU celebrates cultural uniqueness and expects all students to be considerate and thoughtful throughout their learning experiences.

### **You Should Expect Your Instructors to:**

- Post an introductory announcement/email at the beginning of each week to provide updates and help you prepare for the week's activities.
- Maintain an active and engaged presence in all course activities and throughout the course.
- Respond to your emailed questions within 48 hours, if not sooner.
- Clearly communicate any absences or expected non-participation due to extenuating circumstances. For example, "I will be traveling to attend a funeral this week and may not be able to respond to questions or participate in forums for a couple of days."
- When grading your work:
  - clearly indicate their grading approach (what they like to see in submitted work as well as what types of errors they tend to penalize more harshly),
  - thoroughly review and evaluate your submissions in a timely manner (in less than 5 days for most assignments), and
  - provide constructive feedback that indicates the strengths and weaknesses of your work and provides suggestions on how you can improve your performance on future assignments.
- Advocate for your success as a learner and help guide you toward successful completion of the course activities and most importantly, attainment of the course learning outcomes.

## Accommodations (Disability Services)

The Office of Disability Services supports the institutional commitment to diversity by providing educational opportunities for qualified individuals with disabilities through accessible programs and services in compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act (ADA) of 1990. If you need reasonable accommodations due to a documented disability, contact the Office for Equity, Access, & Opportunity via email at [disabilityservices@tiffin.edu](mailto:disabilityservices@tiffin.edu) or by calling 419-448-3021.

## Technical Support

For Moodle support, either email [moodlesupport@tiffin.edu](mailto:moodlesupport@tiffin.edu) or call the 24/7 Technical Support Call Center at 855-664-1200 (3430, Option 2, from on-campus). For non-Moodle support, contact the Tiffin University ITS helpdesk at the number above or submit a [support ticket](#).

## Veterans

The Veteran and Military Resource Center assist veterans, active Military, and spouses of current service members in utilizing their education benefits. VMRC provides information regarding benefit processes and procedures, as well as support in navigating the transition from military to academic life by facilitating connections with the appropriate support services on campus. More information can be found on the Veteran and Military Resource Center website, at <http://www.tiffin.edu/va>.

## Comments or Concerns

TU's online programs are designed to be student *driven*: to empower you with a voice and stake in your learning. Our courses feature multiple and varied ways that you can share feedback, and we invite you to become an active voice and help drive our improvement efforts. In addition to providing in-course feedback, we encourage you to submit questions or comments directly to the online team at [online@tiffin.edu](mailto:online@tiffin.edu).