



FIRE 262 Fire Officer I Section Name Section Credit Hours Credits
Syllabus

Course Information

Meeting times and location: section meeting_times section location

Catalog description: Covers such topics as the role of fire officers, safety and wellness of fire personnel. This includes recognizing and managing cultural diversity, problem solving, community awareness, public relations, fire cause determination, and effective communication. Methods of instruction include lecture, case studies, quizzes and a final exam.

Prerequisites: FIRE-112

Terms offered: Spring Only

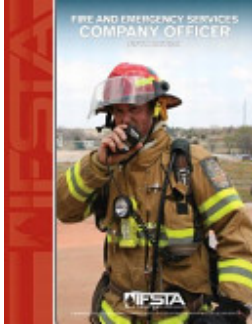
Section-specific Course Description:

Course Level Objectives

Meet the requirements of a Fire Officer Candidate by meeting or exceeding the NFPA 1021 Standard.

Required Texts and/or Materials

Fire and Emergency Services Company Officer
9780134027067
IFSTA
2014-11-14



Required Technology and Software

- Canvas
- Chrome, Safari, or Firefox

Course Requirements

Students will do the following activities:

1. Direct unit members during a training evolution
2. Recommend action for member-related problems
3. Apply human resource policies and procedures
4. Coordinate the completion of assigned tasks and projects
5. Initiate action on a community need
6. Initiate action to a citizen's concern
7. Respond to a public inquiry
8. Recommend changes to existing departmental policies and/or implement a new departmental policy at the unit level
9. Execute routine unit-level administrative functions
10. Prepare a budget request
11. Describe the procedures for conducting fire inspections
12. Identify construction, alarm, detection, and suppression features that prevent the spread of fire, heat and smoke.
13. Secure an incident scene
14. Develop an initial action plan
15. Implement an action plan at an emergency operation

16. Develop and conduct a post-incident analysis
17. Apply safety regulations at the unit level
18. Conduct an initial accident investigation
19. Explain the benefits of being physically and medically capable of performing assigned

Other Classroom Policies and Expectations

HEALTH BACKGROUND STUDENT NOTICE

- Students should consult with the program director to discuss specific circumstances.

TERMINATION POLICY

Any student who refuses to follow reasonable directions given by an instructor or acts in an unsafe manner will be asked to leave class and may be terminated. Any student may also be terminated from any Fire Science course if at any time they are performing to a level that presents a risk to themselves and/or others while in class.

Grading

Final grades are calculated based on the following...

GRADING

The student must succeed in obtaining a 70% or better average in order to pass this class.

Attendance = 25%

Quizzes = 25%

Final Exam = 25%

JPR = 25%

A 70% or better in each category listed above is required in order to pass.

The following grading scale will be used for the calculation of grades:

A = 90 to 100%

C = 70 to 79%

F = 59% or less

B = 80 to 89%

D = 60 to 69%

Course Time Commitment

Students should expect to spend approximately 10 hours outside of class per week.

Canvas Participation and Expectations

Students will be required to log in to Canvas to complete assignments, quizzes and tests as needed

Participation and Attendance Policy

1. Students are expected to attend all class sessions. Instructors will take attendance.
2. Absences do not relieve students of the responsibility for missed assignments.
3. Students must take the initiative in arranging with their instructors to make up missed work if applicable.
4. Absences are graded as follows:
 1. 0 = 100%
 2. 1 = 85%
 3. 2 = 70%
 4. 3 = 0%

Instructor Response Times & Regular Interaction Expectations

Instructor will respond to phone calls, emails and text in 24 hours or less

Key Dates to Remember

[Full Academic Calendar](#)

Course Schedule

Chapter	Chapter Title	Time in hours		Text reference
Learning Activities				
1	The Company Officer I	3	12-27	
2	Organizational Structure	7	28-51	Learning Activity 2.1
3	Leadership and Supervision	7	52-77	
4	Human Resources Management I	5	78-101	Learning Activities 4.1-4.3
5	Communications	11	102-139	Learning Activities 5.1-5.2
6	Administrative Functions	7	140-165	Learning Activities 6.1-6.3
7	Health and Safety Issues	5	166-189	Learning Activities 7.1-7.2
8	Company-Level Training	4	190-207	Learning Activity 8.1
9	Community Relations and Company-Level Fire Inspections	16	208-259	Learning Activities 9.1-9.2
10	Preincident Surveys	8	260-287	Learning Activity 10.1

11	Delivery of Emergency Services I	18	288-345	Learning Activities 11.1-11.3
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Technical Support

Technical support is available through the San Juan College Help Desk 24/7/365. The help desk can be reached at 505-566-3266 or by creating a ticket at [San Juan College Help Desk](#).

For password reset and Canvas support, visit the [Student Technology Guide](#) website.

Accessibility/Privacy Policies for all Technology Tools Used

[Accessibility/Privacy Policies for all Technology Tools Used](#)

Student Support

At San Juan College, we are committed to supporting your academic success and overall well-being. We recognize that college life can be challenging and stressful, impacting both learning and personal health. We are here to help you succeed.

Academic Support and Resources

We provide a range of academic support services to help you stay on track on your educational journey. Free resources include tutoring, computer loans, life skills workshops, and so much more. Visit the [Academic Support and Resources](#) webpage to learn more about support and resources available through Academic Advising, the Tutoring Center, the Student Resource Center (formerly Student Achievement Center) and the Testing Center.

Student Support and Resources

If you or someone you know could benefit from counseling, accessibility services, career exploration, veteran transitional assistance, or any of our other support services, visit the [Student Support and Resources](#) webpage where you'll find detailed information about various resources available to you as an SJC student.

We encourage you to take advantage of these free resources to enhance your college experience and ensure your success.

College Policies and Resources for Current Students

The [Student Handbook](#) provides information on student support, student organizations, and student conduct policies at San Juan College.

The San Juan College catalog outlines the [Academic Policies](#) students need to know.

Healthy and Safe Practices for Being on Campus

We want a healthy and safe campus for students, faculty, staff, and guests.

Contagious diseases and your responsibility:

If you have COVID-19 symptoms, fever, flu or even the common cold, you should stay home. Do not come to campus if you are feeling sick. Contact your instructor about missing class (and review your instructor's policies on missed or late work). Being sick does not necessarily excuse you from completing your work on time.

Safety on campus and your responsibility:

If you are on campus and experience or witness an emergency, call 9-1-1 first and then the Department of Public Safety at 505-566-3333 (or just 3333 if calling from a campus phone).

When you are on campus, be aware of your surroundings. If you need an escort to your vehicle, call 505-566-4444 (DPS non-emergency line) or 505-215-3091 (officer on duty line).

The College will send information for campus emergencies through SJC AlertAware, email and the webpage. Stay informed and stay safe.

Inclement Weather Information

Students will receive notification of class delays and cancellations due to inclement weather via the SJC AlertAware and SJC student email. Face-to-face classes will not meet in person; however, students are advised to check with instructors about alternative meeting options, as some may choose to meet via zoom. Hybrid classes will meet as scheduled via zoom. For questions regarding your class delay or cancelation, please contact your instructor.

Online Course Fee

Online Courses - San Juan College requires all online courses to include some form of assessment to demonstrate the mastery of course objectives. This could include exams, capstone projects, e-

portfolios, presentations, final papers or other appropriate assessments. The use of a proctoring platform, plagiarism detection software or other method to ensure that assessments are completed by the enrolled student is required.

A course fee of \$5.00 is assessed for all online courses at San Juan College to cover the cost of the above services. Students who are required to take a proctored exam and choose to use a physical testing center outside the SJC Testing Center or SJC Disability Services will be responsible for the cost of using that center.