

COURSE TITLE: Fire Service Administration **COURSE NO**
INSTRUCTOR: John L. Nickerson **SEMESTER:** Spring **YEAR:** 2014
CONTACT INFO: (860) 460-0981 **E-MAIL:** JNickerson@jnlnc.com
CLASS HOURS: 3 **LAB HOURS:** 0 **CREDIT HOURS:** 3
REQUIRED TEXT: Fire and Emergency Services Administration (2nd Edition)
AUTHOR: L. Charles Smebly, Jr

OBJECTIVES:

Describe and explain the roles and aspects of the fire/emergency medical services administrators in a comprehensive community government plan. Describe and outline the roles and responsibilities of the FES administrators in today's public service in managing change, department vision and regulatory compliance. Describe and delineate how Fire and Emergency Service organizations must handle to administrative climate including , finances, human resources and information services.

GRADING:

- 1) 4 Exams
- 2) Weekly Homework Assignments

EXAM/ASSIGNMENT COMPLETION: I reserve the right to deduct 10% from the possible points that you may receive for an assignment/exam, for each class session that an assignment or exam is late, up to three class sessions. After three class sessions, I will record a zero (0) for that assignment/exam, unless you have made previous arrangements with me and only in exceptional circumstances. All assignments must be submitted by the end of the last class.

SPECIAL NOTE(S):

- 1) Attendance Policy – All absences must be approved and known of before class begins.
- 2) Extenuating circumstances are the only exception.

Week 1

Week's Objectives

- o Course Introduction
- o Chapter 1

Individual Assignments

- o Chapter 1 Review Questions
- o Case Study
- o Read Chapter 2

Week 2

Week's Objectives

- o Chapter 1 Review
- o Review Case Studies
- o Chapter 2

Individual Assignments

- o Chapter 2 Review Questions
- o Read Chapters 3

Week 3

Week's Objectives

- o Chapter 2 Review
- o Chapter 3

Individual Assignments

- o Exam 1 (Chapters 1 ,2, 3)
- o Read Chapter 4

Week 4

Week's Objectives

- Turn in Exam 1
- Chapter 4

Individual Assignments

- Chapters 4 Review Questions
- Read Chapter 5

Week 5

Week's Objectives

- Chapter 4 Review
- Chapter 5

Individual Assignments

- Chapter 5 Review Questions
- Read Chapter 6

Week 6

Week's Objectives

- Chapter 5 Review
- Chapter 6

Individual Assignments

- Exam 2 (Chapters 4, 5, 6)
- Read Chapter 7

Week 7

Week's Objectives

- Turn in Exam 2
- Chapter 7

Individual Assignments

- Chapter 7 Review Questions
- Read Chapter 8

Week 8

Week's Objectives

- Chapter 7 Review
- Chapter 8

Individual Assignments

- Chapters 8 Review Questions
- Read Chapter 9

Week 9

Week's Objectives

- Chapter 8 Review
- Chapter 9

Individual Assignments

- Exam 3 (Chapters 7, 8, 9)
- Read Chapter 10

Week 10

Week's Objectives

- Turn in Exam 3
- Chapter 10

Individual Assignments

- Chapter 10 Review Questions
- Read Chapter 11
- Case Study-Project Assignments

Week 11

Week's Objectives

- Chapter 10 Review
- Chapter 11

Individual Assignments

- Chapter 11 Review Questions
- Read Chapter 12

Week 12

Week's Objectives

- Chapter 11 Review
- Chapter 12

Individual Assignments

- Exam 4 (Chapter 10, 11, 12)

Week 13

Week's Objectives

- Chapter 13 Review

Individual Assignments

- Exam Review
- Case Study-Presentations