



South Portland, Maine 04106  
Fire Science Department

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<b>Title:</b> Fire Studies & Stayin' Alive FIG	<b>Catalog Number:</b> FIRE 105 / FIGS 101
<b>Credit Hours:</b> 4	<b>Total Contact Hours:</b> 60
<b>Methods:</b> Lecture/Tours/Projects/Reports	<b>Course Location:</b> SMCC + Various Field Sites

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## Course Syllabus

### Course Description

This course provides an overview the culture, history and career opportunities of fire protection, emergency services and related fields. Students will examine the organization and function of public and private fire protection services, the role of the fire departments as part of local government, and the laws and regulations affecting the fire service. Basic fire service concepts and terms will be introduced, as well as fire protection mission, goals, and comprehensive approaches to fire protection. **This course includes the FIGS 101 Stayin' Alive FIG. Students who successfully completed this course will earn FIG credit.** Those students with significant fire service experience and/or who have completed 18 Fire Science (FIRE) credits may petition the Fire Science department chair to substitute a fire or EMS tech elective course.

### Fire Science Learning Outcomes

Successful completion of an associate degree in Fire Science from Southern Maine Community College will prepare students to:

- 1) Analyze and apply proactive fire prevention and control methods for safe and cost effective fire protection.
- 2) Analyze and apply reactive fire and emergency scene operations for safe and cost effective fire protection.
- 3) Examine and appraise principles of supervision and management necessary for effective leadership and administration in the fire/rescue service.

### Course Outcomes

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

- 1) Relate the history of the fire service to current and future fire protection challenges.
- 2) Describe the mission, goals, components and methods of the fire and emergency services.
- 3) Explain knowledge, skills and attitudes necessary for academic and career success in the fire and emergency services.
- 4) Develop a plan for meeting the Fire Science learning outcomes.

### Course Objectives

1. Demonstrate college-level academic skills including planning, goal setting, time management, note-taking, self-discipline, collaboration and classroom engagement skills.
2. Analyze the mission of fire protection agencies and explain how the use of proactive, reactive and leadership-management methods manage risks and contribute to mission success.
3. Network with classmates, student mentors, faculty members, guest speakers and other fire protection and allied professionals to develop personal and professional relationships that support academic and career success and to gain insights and feedback on progress toward goals.

4. Recognize and value the fire service's level of public trust, obligations to self, team-members and citizens for maintaining excellence in preparation and customer service.
5. Illustrate and explain the history of the fire service.
6. Analyze the basic components of fire as a chemical chain reaction, the major phases of fire, and examine the main factors that influence fire spread and fire behavior.
7. Differentiate between fire service training and education and explain the value of higher education to the professionalization of the fire service and the student's success.
8. List and describe the major organizations that provide emergency response service and illustrate how they interrelate.
9. Identify the knowledge, skills and attitudes necessary for successful fire protection and emergency-service careers in both the public and private sectors.
10. Define the role of national, state, and local support organizations in fire and emergency services.
11. Discuss and describe the scope, purpose, and organizational structure of fire and emergency services.
12. Describe the common types of fire and emergency service facilities, equipment and apparatus.
13. Compare and contrast effective management concepts for various emergency situations.
14. Identify the primary responsibilities of fire prevention personnel including, code enforcement, public information, and public and private protection systems.
15. Develop and present a Course Portfolio that explains the mission and goals of the student's chosen career and SMCC program of study; and details the student's work to develop the personal, academic and professional skills necessary for success.

### **Topical Outline**

(See attached schedule/topical outline)

### **Course Requirements**

Students are expected to complete pre-class assignments, attend all classes and take notes. Students will be expected to actively participate in classroom discussions and group assignments. There are several written presentations that will be developed and presented by each student. Online quizzes and in-class quizzes and tests will also be given.

### **Student Evaluation and Grading**

Assignments (incl. FIG)	10%
Pre-Class Note-Taking Guides	25%
Online Chapter Quizzes	10%
Writing Projects	20%
Task Book & Portfolio Presentation	20%
Final Exam (face-to-face + online)	15%

### **Required Texts**

1. FIRE 105 / FIGS 101 Spring, 2019 Task Book: (Purchase at the SMCC Bookstore)
2. Introduction to Fire Protection & Emergency Services, 5<sup>th</sup> Edition by Robert Klinoff.  
ISBN (text with Navigate 2 codes): 9781284136128 **Online Code Only ISBN: 9781284136050**
3. American Heart Association BLS for Healthcare Providers Student Manual  
Publication Date March 1, 2011 | ISBN-13: 978-1616690397

### **Student Classroom Behavior & Expectations**

- *Students are expected to attend all classes. You are expected to arrive to class on time, **with your pre-class work done**.* See details below.
- *Students are expected to stay engaged in class.* Stay on task. Please do not be distracted by personal discussions, electronic devices, etc. during class.
- *Students are expected to submit original work unless other sources are clearly credited.* Students are expected to equitably share the load in group work. Cheating will not be tolerated. Student's found cheating may result in penalizing actions up to and including a failing grade in class following policies in the student code of conduct.
- *Students are expected to prepare for class and complete all assignments.* Readings and homework provide the foundation for class lectures, discussions and projects. Weekly quizzes will be given over the assigned readings. Homework will be

assigned each week and must be submitted at beginning of the next class. *You cannot pass this course without doing your homework every week!*

- ***Students are expected to take notes during class.*** Notes and handouts should be organized in your Task Book binder. This is a class requirement and will be graded. ***If it's on the whiteboard it should be in your notes!***
- ***Students are expected to respect the classroom, fellow students and faculty.*** Listen thoughtfully when others speak, even if you disagree with what they are saying. Challenge your own notions. Defend your positions with facts.
- ***Students are expected to actively participate and think critically.*** This is necessary for knowledge sharing and to get the most from practice/application opportunities.
- ***Students are expected to set pagers, or cell phones on vibrate*** during class time and ignore unless emergency.
- ***Students are expected to not use tobacco of any kind in the classroom.*** Food and drinks should be used respectfully of others and the facility.
- ***Students are expected to doff hats and not wear any distracting attire*** during class time.
- ***Students will be held accountable.*** ... For working hard, staying engaged, persisting, asking for help as needed (earlier, rather than later), taking responsibility and holding yourself accountable, meeting expectations + mastering course materials.

### **Homework and Written Assignments**

***Assignments, typed out and stapled, are due @ the start of class period. Late assignments (papers, take-home quizzes, etc.) will be accepted only up to 1 week late (no exceptions) and will receive a maximum grade of 50% unless prior authorization is given by the instructor. If you are not going to be in class the day homework is due, it is your responsibility to get it to the instructor prior to the start of class you will miss. All written assignments (other than your class notes) are to be typed neatly and stapled using MSWord, RTF or PDF file format.***

### **Attendance + Participation**

Attendance will be recorded and will affect student's course grade. SMCC requires instructors to report the names of students to the registrar's office who stop attending class. ***Missing a portion of class will be measured as ½ an absence. For the purpose of this class, instructor will report students as no longer attending after two consecutive – or a total of three -- absences from the class, resulting in a grade of "F" being recorded for the student. FMI, please refer to the SMCC Student Handbook. Students are expected to notify the instructor, in advance, concerning absences. Students are responsible for all material – and meeting deadlines – regardless of absences.***

### **Task Book**

The task book will be the student's organizer, ongoing record of work completed and course portfolio for the student's final presentation near the end of the course. The task book and presentation will be graded. Students should insert in their task book all graded work returned by the instructor, as well as course portfolio materials, and keep an up-to-date record of all work submitted and returned throughout the semester.

### **Mid-Term Grades**

After students have completed Weeks 8 of the course, mid-term grades will be posted for all students. Those demonstrating unsatisfactory performance will be required to meet with the instructors and peer mentor and develop a plan for course success. Unsatisfactory performance is determined by a combination of grades, attendance + habits of success.

### **End-of-Course Evaluation**

In order to gain access to final course grades, students must complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal site. Students can access the course evaluation report beginning two weeks before the end of classes. The deadline for submission of evaluations occurs 24 hours after the last day of classes each semester. Instructors will announce when the online course evaluation is available. Course evaluations are essential to instructor and course improvement.

### **SMCC Pay-for-Print Policy**

Students can print 150 pages per semester free of charge. If you print over 150 pages, you will be charged 10 cents per page to your student billing account for tuition and fees. Leftover pages from each semester will not be rolled over to the following semester. The College's pay-for-print system monitors printing on all public printers (i.e. those in general access labs, library printers, the Academic Achievement Center, Noisy Lounge and technology labs). Each time you log-in to the system, the print station displays the remaining print quota. Once the printing quota has been exceeded, users will be charged \$ 0.10 per page or \$.05 per side if the printer prints on both sides on their student accounts on a monthly basis. Color printout will be charged at 11 page units. This means each color printout will count as 11 pages toward the quota and will cost \$1.10.

### **Add-Drop Policy**

Students who drop a course during the one-week “add/drop” period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance. **Add/drop deadline for the Spring, 2018 semester is Tuesday, January 23, 2018 @ 1700 hours.**

### **Withdrawal Policy**

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the fall and spring semesters and the second through ninth week of twelve-week summer courses. This period is pro-rated for shorter-length courses. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Enrollment Service Center (no phone calls, please). The designation “W” will appear on the transcript after a student has officially withdrawn. A course withdrawal is an uncompleted course and may adversely affect financial aid eligibility. Failure to attend or ceasing to attend class does not constitute withdrawal from the course. There is no refund associated with a withdrawal.

### **Plagiarism Statement**

Students are responsible for adherence to ethical academic standards. Cheating is a serious offense, whether it consists of taking credit for work done by another person or doing work for which another person will receive credit. Taking and using the ideas or writings of another person without clearly and fully crediting the source is plagiarism and violates the academic code as well as the Student Code of Conduct. If it is suspected that a student in any course in which s/he is enrolled has knowingly committed such a violation, the faculty member will refer the matter to the College’s Disciplinary Officer and appropriate action will be taken under the Student Code of Conduct. Sanctions may include suspension from the course and a failing grade in the course. Students have the right to appeal these actions to the Disciplinary Committee under the terms outlined in the SMCC Student Code of Conduct.

### **Inclement Weather**

If any classes have to be canceled due to inclement weather, tests or student presentations will be rescheduled for the next class period and assignments will be collected at the next class period. School closure info is available at [www.smccme.edu](http://www.smccme.edu), by calling 741-5500 or tune into any local TV station.

### **ADA Syllabus Statement**

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call 207-741-5798.

If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the disability services coordinator, Sandra Lynham, who can be reached at 741-5629. Documentation must be supplied to your instructor before accommodations can be given. Further information about services for students with disabilities and the accommodation process is available upon request at this number.

**SEE STUDENT HANDBOOK FOR OTHER ACADEMIC POLICIES**

**FIRE 105 / FIGS 101 Schedule Update: 08/20/19**

<b>Week</b>	<b>Class Dates. T+W: 0800 – 1150 hours Th: 1330- 1715 hours</b>	<b>Class Title</b>	<b>Topics / Tours</b>	<b>Microcosms</b>	<b>Assignments + Tests: Read each Chapter before Class</b>	<b>FIG Topic, Readings + Disc. (draft)  LL'd=Lessons Learned each week</b>
1	(Section: Date) 01: Tues., 8/27 02: Wed., 8/28 03: Thurs, 8/29	-Welcome, Expectations + Peer Mentoring Intro.	-Thesis Intros -Course Overview + Assignments -Task Book Review -Mentoring Intro (MS) -SMCC Treasure Hunt	-Syllabus + Sch. -Accountability -Habits of Success -Asking for Help -WISH + MMG assignments	Pre: Get text + task book -Growth Mindset PCNTG for Wk2 -Assign APRs	-Icebreakers -Strategies for course success -Concerns + Excites -Assign WISH + MMG for Wks. 3 + 4
2	01: Tues., 9/3 02: Wed., 9/4 03: Thurs, 9/5	FIG2 Growth Mindset, Atomic Hbts, Budgeting + Lrning Styles	-Growth Mindset -Vark Lrng. Assmt. -Budget Intro (MS) -Test taking skills -Mental Health Resources	-Mentor Assgn'ts -Critical thinking -Learning Styles -Test taking	-Acad, Prog. Rpt. 1 (APR) -Peer Mentor Mtg. 1 -CPR PCNTG for Week 3	-168-hour exercise -Personal Budget Intro (MS)
3	01: Tues., 9/10 02: Wed., 9/11 03: Thurs, 9/12 FIG 3: CPR (ES?) <b>Classes will be @ SFD E-3, 207 Pleasant Hill Rd., Scarb.?</b>		CPR course video, practical + written test	-AHA CPR for Healthcare Providers	-Bring CPR PRNTG -APR + Mentor Doc. -Bring Personal Budget for Week 4	Bring in a resume – yours or sample – for Week 4 -WISH Assignments Due
4	01: Tues., 9/17 02: Wed., 9/18 03: Thurs, 9/19	FIG 4: Career Success -Personal Budgeting, Atom. Hbts Check-in	-Budget W/shop (MS) -Libr. W/shop (1000) -Career Success: Resume and Cover Letters	-Personal Budget -Resume and Cover Letter Development	-APR + Mentor Doc. -Assign PCNTGs and online quizzes -Personal Budget -FIG complete -Acad., Prog. Rpt.	-MMG Assignment Due -Assign Ch. 1 + PCNTG -Bring task book every class -Bring updated cover letter and resume Week 5
5	01: Tues., 9/24 02: Wed., 9/25 03: Thurs, 9/26	-Intro FIRE 105. -Chapter 1: Fire Science Ed. (PCNTG due @ class)	-Intro Fire-EMS Mission Model -Team building - Mentoring	Reinforce: -Syllabus + Sch. -Task Book + -Lrng. Contract -Success plan	-Updated cover ltr. + resume due -APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @ 2355 hours: Ch. 1	-Ch. 1 (PP. 1-30) -Review + practice WISH strategies -IMS role play: Build paper towers
6	01: Tues., 10/1 02: Wed., 10/2 03: Thurs, 10/3	On-Site Lrning: Portland Fire Museum Chapter 2: Fire Careers	<b>-On-Site: Tour PFD Fire Museum, 157 Spring St., 04101</b>	-Museum Tour -Research skills -Assign Paper #1: History of Fire Service	-Reflections + lessons learned -APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @ 2355 hours: Chapter 2	-Ch. 2 (PP. 31-50) -Online login practice -Review thesis format -Time/Temp curve?
7	01: Tues., 10/8 02: Wed., 10/9 03: Thurs, 10/10	Chapter 3: Fire Prot. Ch. 4: Fire Chem. + Physics	-PFM Tour LL'd, Fire-EMS Mission + Fire Dynamics		<b>Paper #1 due</b> -APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @ 2355 hours: Chapters 3+4	Ch's 3+4 (Pgs.51-105)
8	01: Tues., 10/15 02: Wed., 10/16 03: Thurs, 10/17	On-Site: SFD Ch. 5: Public & Priv. Org's Ch.6: FD Resources	<b>-On-Site: FD tour: Scarborough 246 US Route 1 – Scarborough, ME</b>	-Assign Paper #2: Fire + EMS Department Resources	-APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @	-Ch. 5 (Pgs. 106-129) -Ch. 6 (Pgs. 130-177) -Start paper

					2355 hours: Chapters 5+6	
<b>Week</b>	<b>Class Dates. T+W: 0800 – 1150 hours Th: 1330-1715 hours</b>	<b>Class Title</b>	<b>Topics / Tours</b>	<b>Microcosms</b>	<b>Assignments + Tests: Read each Chapter before Class</b>	<b>FIG Topic, Readings + Disc. (draft)  LL'd=Lessons Learned each week</b>
9	01: Tues., 10/22 02: Wed., 10/23 03: Thurs, 10/24	Chapter 12 Fire Protection Equipment  Assign Portfolio + Presentation	-Applications and Resumes -Reflections on Career Day Presentations	-Career Possibilities	<b>Paper #2 due</b> -Reflections + lessons learned -APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @ 2355 hours: Chapter 12	-Ch. 12 (Pgs. 316-353) -Academic + career success skills: Sameness + differences
10	01: Tues., 10/29 02: Wed., 10/30 03: Thurs, 10/31	Chapters 7+8	<b>-On-Site: -Air Rescue Tour-1005 Westbrook St., Portland</b>	-Assign Paper #3: Air-Rescue	-Reflections + LLs -APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @ 2355 hours: Ch, 7+8	-Ch's 7+8 (Pgs.178-228) -Benefits + precautions with history
11	01: Tues., 11/5 02: Wed., 11/6 03: Thurs, 11/7	On-Site Learning: Ch. 9: Trng. + Education	-Forgotten Fire video (You Tube) Chelsea, MA -Countdown to Disaster video	-Mentoring + tutoring -Education -Resume + Cover Letter formats	<b>-Paper #3 Due</b> -APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @ 2355 hours: Chapter 9	-Ch. 9 (Pgs. 229-261) -Benefits + limitations of proactive methods. -Tour LL'd
12	01: Tues., 11/12 02: Wed., 11/13 03: Thurs, 11/14	On Site Chapter 10 + 11 Fire Prev.+ Codes	<b>-On Site: Career Day @ Falmouth Fire Department, 8 Bucknam Rd, Falmouth 04105</b>	-Career planning -Paper #4: Career Opportunities + Expectations	-APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @ 2355 hours: Chapters 10+11	-Ch's 10 +11 (pp 262-315)
13	01: Tues., 11/19 02: Wed., 11/20 03: Thurs, 11/21	Chapter 13 +14 ICS + FD Op's	<b>On-Site: -Simulation @ FFD, 8 Bucknam Road, Falmouth</b> -Assign Acad/ Career Success Plan	-NIMS levels -J. Norman video -Public Speaking	<b>-Paper #4 Due</b> -APR + Mentor Doc. -PCNTG + Online Quiz due Sunday @ 2355 hours: Chapters 13+14	-Career Day LL'd -Career success skills brainstorm
14	01: Tues., 11/26 02: Wed., 11/27 <b>03 Students encouraged to attend M or T.</b>	Review + Prep. Week for Student Presentations	Review and Prep Week	-Final Paper: Career Success Plan	<b>-Paper #5 Due</b> -All Task Book Assign'ts Due -Draft Portfolio Due – Peer Review	<b>Last week any FIRE 105 written assignments will be accepted.</b> -Simulation LL'd -Review pre-planning + incident priorities
15	01: Tues., 12/3 02: Wed., 12/4 03: Thurs, 12/5	Student Portfolio Presentations	-Prep for Final Exam	-Interview skills + feedback	-Final Portfolios due	(Need 3-4 panelists)
16	<b>01: Tues., 12/10 02: Wed., 12/11 03: Thurs, 12/12</b>	<b>-Final Exam -Feedback -Reflections</b>	<b>-Final Exam (in-class portion) -Lessons Learned -Feedback</b>		<b>-Reflections &amp; Lessons learned -Online Portion of Final Exam due Friday @ 2355 hrs.</b>	