

Northeast Wisconsin Technical College

Land Acknowledgement Statement

The region served by NWTC **occupies the ancestral home** of the Menominee Nation, who have **persisted here** in Northeast Wisconsin from **before recorded history** to the present day. The College's Green Bay campus exists **upon lands ceded from the Menominee Tribe to the Oneida Nation**. We acknowledge this land we stand upon today as sacred, historical, and significant to the Menominee and Oneida Nations as are the **lands of all First Nations People**.

See more detail at <https://tinyurl.com/244wh3xf>

Line Electrician Safety 2

Catalog #31-413-364 & Class #81844

Starts: Aug 14th, 2023

Ends: Oct 9th, 2023



NORTHEAST
WI Technical College

INSTRUCTOR INFORMATION & RESPONSIBILITIES

Instructor Peter Mleziva
Office EE101
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Email peter.mleziva@nwtc.edu
Availability By appointment

As a NWTC instructor, I am expected to: (You can choose to include some, all, none, or your own language here. This same information can also be included in your Blackboard shell)

- Maintain a professional, safe learning environment while adhering to the policies of the college.
- Provide open and frequent communication with learners regarding their progress in this class.
- Reply to communications within 48 business hours.
- Grade assignments and post scores in Blackboard regularly.
- Provide feedback to guide learners toward improvement of their coursework.
- Post information about assignments in Blackboard Learning Plans and Grade Center.
- (In the event of a college level cancellation) Communicate with learners a detailed plan regarding expectations for responding to the cancellation within 24-hours.

CLASS INFORMATION

Class Schedule:

This class meets on the following days/times:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
12:30 – 2:20		12:30-2:20				

Class Delivery Mode & How to Participate: This class will be taught in a classroom.

Class Meeting Location: Green Bay Campus EE204

Course Description: Students in this course will learn safety procedures in underground systems, trencher operation, single phase transformers, overhead three phase construction, electrical power line equipment; capacitor, regulators and OCR's, three phase transformer design and construction, protective grounds and pole top and buck truck rescue techniques. Students will perform related accident reviews.

Credits: 1

Pre-requisites/Corequisites: Line Electrician – Safety 1

Textbooks: The Guidebook for Linemen and Cablemen, Electrical Power Distribution - Construction Standards, EnergyU Online Course and (ISPC) T&D PowerSkills Workbooks and Videos on Blackboard.



Lineman Training material furnished through a grant from the Institute for Safety in

Powerline Construction.

Supplies/Technology: Required program tools and textbooks.

Course Competencies: Upon successful completion of this course, you will be able to:

1. Identify basic safety elements of overhead distribution systems.
2. Operate Underground Distribution (UD) excavating equipment Identify basic safety elements of underground distribution system.
3. Identify safety concerns associated with rigging.
4. Identify safety issues of circuits and equipment in the field.
5. Identify safety issues of circuits and equipment in the field.
6. Discuss electric utility accidents and near miss accidents.

Employability Skills: In addition to specific job-related training, NWTC has identified the following transferrable employability skills reaching beyond the context of a specific course:

1. Communicate Effectively
2. Work Cooperatively and Professionally
3. Think Critically and Creatively
4. Solve Problems Effectively
5. Value Individual Differences and Abilities
6. Demonstrate Personal Accountability
7. Demonstrate Community and Global Accountability

Student Services to Support You:

Being in college is an exciting time to develop skills, further your career path, and build community. We don't want financial challenges to get in your way! Our team is ready to support basic needs such as groceries, housing assistance, transportation assistance, and more. Our goal is to keep you on track with your studies and educational goals. If you are experiencing a financial emergency or an unexpected event in your life, let us help. Support services are available at all NWTC locations. Our main office is located on the Green Bay campus in SC133. We can be reached by phone (920) 498-6258, email supportservices@nwtc.edu or in-person. For more information, please visit us at www.nwtc.edu/student-experience/student-support-services.

Additionally, NWTC provides many services and support networks to assist our students. Descriptions of these services can be found in the NWTC Student Handbook or at www.nwtc.edu/students. We encourage you to learn about the resources available to you, ranging from student involvement and personal counseling to academic, financial aid, or career advising. When you are looking for services, please contact your instructor or academic advisor via Starfish, or by calling (920) 498-5444.

Academic Coaching (Tutoring) at NWTC: Academic Coaching provides an additional layer of support to ensure students achieve their academic goals. Academic Coaching is committed to serving all students as an academic resource to promote student growth and success. Students who use Academic Coaching receive content help, but also gain study skills, organization skills, time management, and confidence. We understand that school can be challenging; let us help you reach your academic goals at www.nwtc.edu/academiccoaching

NWTC ALL-COLLEGE POLICIES

These policies are in effect for all classes at NWTC.

This syllabus is a learning contract between you and your instructor. In addition to your syllabus, there are policies and procedures listed in the NWTC Student Handbook that all students must uphold. Please refer to the NWTC Student Handbook to raise your awareness and understanding of the College's expectations.

[NWTC Student Handbook](#)

- [Academic Integrity \(includes Plagiarism, cheating and collusion\)](#)
- [Drop from a Class or Program](#)
- [Student Academic Grievance](#)
- **Discrimination and Harassment Prevention:** NWTC is committed to embracing the worth of every individual and promoting a respectful environment. Discrimination and harassment of protected categories in its employment and educational programs is prohibited. For questions or concerns,

contact Mohammed Bey, Chief Diversity Officer, by email at mohammed.bey@nwtc.edu or by phone at (920) 498-6826.

- **Disability Act Statement:** NWTC is committed to creating a learning environment that meets the needs of its diverse student body. NWTC complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. If you have a disability, please call Disability Services at (920) 498-6904 to begin a conversation regarding the support services available to you or to request an official accommodation.
 - [Accessibility & Data Privacy](#)

Student Academic Calendar: Visit [Academic Calendar page](#) for important College dates you should add to your personal calendar.

CLASS SPECIFIC POLICIES

In addition to the college policies referenced, the following instructor policies also apply to this course.

Attendance and Participation: Attendance and/or class participation is required. Failure to attend classes may affect your grade and/or program status. NWTC reserves the right to impose class attendance restrictions in courses and programs, based on administrative guidelines. Attendance ethics are important, as potential employers will investigate attendance records and transcripts. A phone call to the instructor prior to the start of the class is required if the student will be absent or late.

Estimated number of hours required to be successful in the class, (class hours and outside hours for homework, readings, etc.) The amount of time you spend on reading, completing course assignments and activities will differ. Typically students spend 6-8 hours outside of the course studying.

Technology Skills & Assistance:

Technology Help

Get technical assistance by calling the Student Help Desk at (920) 498-6900 or 1-866-235-5037.

Learn more about the technology skills needed to be successful at NWTC (such as sending email, using software for assignments, submitting online work, and using test monitors) by watching the [Technology 101 video series](#) or visiting the [Ask a Librarian FAQ site](#).

Find out how to [Download Office 365 for Free](#) and access [Off-Campus Software](#). Learn how to [borrow equipment from NWTC](#).

Appropriate Use of Technology in Class: Cell phone use will be not allowed during Line Electrician Safety 1 Monday and Wednesday from 10:20am to 12:20pm. If you need to use the phone other than an emergency, you shall get permission from me prior to making your phone call. Failure to follow this rule will result in a loss of a week's worth of points in your Modeling Responsible Behavior grade. If cell phone use continues past one warning you will be asked to leave and will not be allowed back into any of my classes until you meet with the programs associate dean and a NWTC counselor.

Dress Code: Students are to look as if they were going to their place of employment and look like a professional. This means all pants must be worn at the waist line and no undergarments can be seen, shirts must have sleeves, no shorts and no jewelry. Failure to follow this rule will result in the student being asked to leave the class and a days' worth of points will be lost in the Modeling Responsible Behavior grade.

Inappropriate Language: Use of inappropriate language will not be tolerated. Failure to follow this rule will result in a loss of a week's worth of points in your Modeling Responsible Behavior grade. If inappropriate language continues past one warning you will be asked to leave and will not be allowed back into any of my classes until you meet with the programs associate dean and a NWTC counselor.

Campus Closure Day(s) Procedure: In the event of a campus closure, classes will be made up based on the amount of time or days missed.

Syllabus Changes: Instructors retain the right to make changes based on the timeline of the class, feedback from learners and/or logistical issues. Students will be informed as soon as a change is made. A current copy of the course syllabus will be maintained by the division office.

Grading Policy: Grades will be computed by compiled test and quiz grades, and classroom participation. Attendance is imperative as demonstrations and practice labs build accumulative skills and many times cannot be repeated.

Assignments turned in after the due date will have points deducted. A time to make-up the missed test must be arranged the next day that school is attended (**this is your responsibility**), or five points will automatically be deducted from the test score. Students with an un-excused absence on test days will not be allowed to make up tests and will result as a zero grade.

It will be the responsibility of the student to get notes from fellow classmates and to make arrangements for makeup tests. Daily quizzes will not be available to make up.

Assignments/EnergyU course tests must be submitted on the due date prior to the start of class.

Grading Components

Classroom Component 100% of Grade	Points Earned		Points Possible		Weighted Percent		Grade
EnergyU Online Course - Tests		/	1100	x	33	=	
Weeks 1-4 Test		/	100	x	15	=	
Safety 1 and 2 Final Test		/	100	x	22	=	
Electrical Accident/Near Miss Presentation		/	100	x	12.5	=	
How Safe is Your Utility Presentation		/	100	x	12.5	=	
Modeling Responsible Behavior		/	48	x	5	=	
Classroom Totals		/	1590	x	100%	=	
Final Grade Total						=	

Grading Scale:	
Scale	Grade
100 - 90	A
89 - 80	B
79 - 70	C
69 - 60	D
59 - 0	F

Line Electrician Safety 2 Course Schedule

Week 1: (Aug 14th + Aug 16th) URD Safety

Day 1 = Welcome Back – Course and Syllabus Review

I Felt Comfortable – Video

Day 2 = EnergyU Online Course: 03303 – Underground Systems Awareness – New Employee

Review Current Safety Accidents

Week 2: (Aug 21st + Aug 23rd) URD Safety

Day 1 = APPA Section 509.3 – 509.10

Day 2 = EnergyU Online Course: 10104 – Underground Tool and Equipment I

EnergyU Online Course: 03200 – Underground Safety during Excavation

Review Current Safety Accidents

Week 3: (Aug 28th + Aug 30th) Manhole Safety/Confined Space Personal Protective Grounding URD

Day 1 = EnergyU Online Course: 03201 – Working in Enclosed and Confined Space

Day 2 = APPA Sections 201, 509.1 and 509.2

EnergyU Online Course: 11103 – Personal Protective Grounding – URD Circuits

Review Current Safety Accidents

Week 4: (Sept 4th + Sept 6th) Overhead Line Safety

Day 1 = No School

Day 2 = APPA Section 507.1, 507.2, 507.9, 507.15, 507.16, 507.17, and 507.19

EnergyU Online Course: 11107 – Working On or Near Energized Parts

Week 5: (Sept 11th + Sept 13th) Overhead Line Safety/Pole Top Rescue

Day 1 = **Week 1-4 Test**

EnergyU Online Course: 02201 – Pole Top Emergency Response

Day 2 = APPA Section 115

EnergyU Online Course: 11100 – Personal Protective Equipment

Assign - Near Miss Accidents/Fatality Presentations – Due Day 2 of Week 6

Week 6: (Sept 18th + Sept 20th) Personal Protective Grounding

Day 1 = APPA Sections 507.13 and 507.14 and

EnergyU Online Course: 11101 – Personal Protective Grounding – General Requirements

Day 2 = EnergyU Online Course: 11102 - Personal Protective Grounding – Overhead Circuits

EnergyU Online Course: 11104 – Arc Flash Hazards and Fire-Resistant Clothing

Near Miss Accidents/Fatality Presentations

Assign – How Safe is your Utility – Due Day 3 of Week 7

Week 7: (Sept 25th + Sept 27th)

Day 1 = Review and APPA Section 507.8 and 507.10

Day 2 = Presentation (How Safe is your Utility)

Week 8: (Oct 2th + Oct 4th)

Day 1 = Energy U's are due

Day 2 = Review for Safety Final

Week 9: (Oct 9th)

Day 1 = Test – Safety 1 and 2 Final

**NORTHEAST WISCONSIN TECHNICAL COLLEGE
ELECTRICAL POWER PROGRAM
MODELING RESPONSIBLE BEHAVIOR RUBRIC**

Modeling Responsible Behavior Grades

- 5% of grade in Safety Courses
- 5% of grade in Construction Standards Course
- 15% of grade in Field Training Courses

The Modeling Responsible Behavior Rubric is based on 3 different components: Promptness, Participation, and Professionalism. The criteria for evaluation may be different from one course to another; however you will be evaluated on the same components and in all your courses, each time your class meets. You will obtain either a 0 or a 1 in each component. The total possible points available are dependent on the number of times the class meets.

(Criteria)	Behavior	Points	Available
Promptness:	<ul style="list-style-type: none"> • <i>Demonstrates personal accountability</i> Present and on time Prepared and alert, mentally and physically Present for entire session 	0	1
Participation:	<ul style="list-style-type: none"> • <i>Thinks critically and creatively</i> Shares experiences applicable to current content • <i>Value individual differences and abilities</i> Doesn't interrupt or distract other students, verbally or non-verbally • <i>Work cooperatively and professionally</i> Displays eagerness for learning/experiences • <i>Communicate effectively</i> Asks appropriate questions Positive mannerisms-No negativity Does not monopolize class discussion Contributes appropriately with relevant information Uses proper communication, language, pronunciations, Grammar, spelling, etc... • <i>Solve problems effectively</i> Offers answers, Offers opinion Completes lab projects with minimal guidance 	0	1
Professionalism:	<ul style="list-style-type: none"> • <i>Demonstrates personal accountability</i> Cell phones and pagers are off during class, lab and field trips Complies with all NWTC Code of Conduct policies • <i>Demonstrates community and global accountability</i> Courteous and respectful to all, verbally and/or non-verbally, without bias or discrimination Recognize personal responsibility in making decisions that utilize resources in a sustainable manner 	0	1