

# **IUP Graduate Handbook**

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## **Master of Science in Safety Sciences**

Department of Safety Sciences

MS in Safety Sciences  
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## **INTRODUCTION**

Welcome to Indiana University of Pennsylvania. The purpose of this handbook is to act as a supplement to the official IUP Graduate Catalog. This handbook is intended to augment the university-wide policies and School of Graduate Studies and Research (GSR) policies. The Graduate School Policies can be found at this link: <https://www.iup.edu/graduatestudies/>

Most importantly, the handbook provides additional clarification of university policies and GSR regulations that are of concern to master's degree students in Safety Sciences.

The second objective of the handbook is to provide a detailed description and explanation of the master's degree experience specific to the discipline of Safety Sciences.

Finally, the handbook makes available, early on, suggestions regarding the process of being, and demands on, a student in a master's degree program. The intent is to help guide the student toward

### **Student Conduct and Student Rights**

[www.iup.edu/studentconduct/policies/](http://www.iup.edu/studentconduct/policies/)  
[www.iup.edu/gradcatalog](http://www.iup.edu/gradcatalog)

### **Department of Safety Sciences**

The Department of Safety Sciences, which now resides within the College of Health and Human Services, was established in 1971 to conduct professional programs in safety management. The program evolved into Safety Sciences in the 1980's, and the Master of Safety Sciences degree was added in 1983. The MS in Safety Sciences program was designated a Qualified Academic Program (QAP) in summer of 2017 per the Board of Certified Safety Professionals (BCSP). Graduates from a QAP can apply for and be granted the Graduate Safety Practitioner designation, which benefits the student by eliminating one of the required examinations in becoming a Certified Safety Professional (CSP).

### **Mission Statement and Program Objectives**

As an institution of higher learning, Indiana University of Pennsylvania (IUP) is committed to the preservation, expansion, and transmission of knowledge in all its forms. As a university within the Pennsylvania State System of Higher Education, IUP has primary responsibilities of providing high quality education at a reasonable cost and assessing and responding to the higher educational needs of the commonwealth; as a university, IUP has the responsibility of being concerned with the needs of the nation as a whole and those of the international community at large so far as its resources allow.

At the graduate level, IUP is committed to encouraging intellectual excellence, research, and scholarship, to provide in-depth study in each student's special field; and to stimulate continued cultural and intellectual growth for faculty and students.

### **College of Health and Human Services Mission Statement**

The College of Health & Human Services serves the public interest by providing a quality education to prepare students for applied professional disciplines. Graduates will affirm high personal and professional standards, provide leadership, and be committed to creating and advancing knowledge in their disciplines.

### **Department of Safety Sciences Mission Statement**

The mission of the Department of Safety Sciences at Indiana University of Pennsylvania is to prepare highly qualified individuals for careers in the Safety, Health, and Environmental (SHE) profession, conduct SHE research, and develop industry partnerships to further enhance the profession.

**Master of Science in Safety Sciences Mission Statement**

The mission of the MS in Safety Sciences program is to prepare highly qualified individuals for careers in the safety, health, and environmental (SHE) profession, conduct SHE research, and develop industry partnerships to further enhance the profession.

**Master of Science in Safety Sciences Program Objectives**

The MS Program in Safety Sciences program provides students with an education that:

1. Expands their knowledge and skills of the Safety, Health and Environmental field.
2. Teaches advanced research and communication skills.
3. Enhances their leadership skills.
4. Develops their understanding of their professional and ethical responsibilities within the Safety, Health and Environmental field.

**Faculty and Staff**

<i>Faculty Member</i>	<i>Office</i>	<i>Phone Number</i>	<i>E-mail Address</i>
Dr. Christopher Janicak	136 Johnson Hall	724-357-3274	<a href="mailto:cjanicak@iup.edu">cjanicak@iup.edu</a>
Dr. Jan Wachter	137 Johnson Hall	724-357-3275	<a href="mailto:Jan.wachter@iup.edu">Jan.wachter@iup.edu</a>
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Dr. Tracey Cekada	125 Johnson Hall	724-357-3272	<a href="mailto:cekadat@iup.edu">cekadat@iup.edu</a>
Dr. Wanda Minnick	122 Johnson Hall	724-357-3276	<a href="mailto:Wanda.Minnick@iup.edu">Wanda.Minnick@iup.edu</a>
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**Dr. Wanda Minnick, CSP**

Master’s Degree Program Coordinator  
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**Dr. Tracey Cekada, CHSP, CSP**

Department Chairperson  
[Tracey.Cekada@iup.edu](mailto:Tracey.Cekada@iup.edu) 724-357-3019









IUP Career and Professional Development Center: [www.iup.edu/career/](http://www.iup.edu/career/)





**Effective Fall 2017 for students admitted after 2017** – Dissertation and thesis credits will be assigned Pass or Fail as the final evaluation outcome. Credits taken and earned will be weighted towards a student's GPA.

**On or after Fall 2017 for students admitted "prior to 2017"** – Dissertation and thesis credits will be assigned a letter grade as the final evaluation outcome. Credits taken and earned will be weighted towards a student's GPA. For the number of dissertation credits required for the program, "extended" dissertation credits are calculated into a student's GPA.

## **Leave of Absence Policy**

**Career Development Center:** The Career Development Center, 302 Pratt Hall, is open to all IUP graduate students and alumni. Resources are available to assist students with their personal career plans,

## **Appendices**



**Appendix A: Deficiency Clearance Procedures**  
**Indiana University of Pennsylvania - Department of Safety Sciences**  
**Deficiency Clearance Procedures**

This document lists the possible deficiency areas graduate students may have upon entering the Master of Science in Safety Sciences degree program and methods to clear them. Graduate students should refer to their correspondence from the Department identifying their specific deficiency areas. The method selected to clear a deficiency must be approved by the Graduate Program coordinator.

**Math and Science:** Students must be able to demonstrate competency in math, chemistry, and physics. This can be addressed through any one of the following:

Undergraduate course in college algebra (MATH 105). This course must be successfully completed with a C or better prior to taking courses SAFE 605 and 660. An equivalent community college course may be used.

Undergraduate course in college chemistry with lab (CHEM 101). This course must be successfully completed with a C or better prior to taking course SAFE 660. An equivalent community college course may be used.

Undergraduate course in college physics with lab (PHY111/121). This course must be successfully completed with a C or better prior to taking course SAFE 605. An equivalent community college course may be used.

Achievement of the Certified Safety Professional designation.

**General Industry or Construction:** Students must be able to demonstrate a fundamental knowledge of either general industry or construction. This must be successfully completed prior to graduation.

This can be accomplished through:

Completion of an OSHA 30-hr card in either general industry or construction.

### **Appendix B: Graduate Course Descriptions**

SAFE 520/\* Law and Ethics in the Safety Profession 3 cr.

Examines ethical and legal issues faced by practicing safety professionals. Students identify and evaluate these issues in terms of their own value system, as well as legal and prudent practice within the safety, health, and

SAFE 602 Research Methods in Safety Management 2 cr.  
Prepares individuals for the conduct of research in safety and its numerous subspecialties. Research paradigms,





**Appendix C:**

**Signature Page**

My signature below indicates that I am responsible for reading and understanding the information provided and referenced in this department/program student handbook.

\_\_\_\_\_ [please initial] I understand my program coordinator may share this document with the School of Graduate Studies and Research.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Submit to department secretary, Jolene Campbell  
jolenec@iup.edu by start of the semester.**

**The Safety Sciences department will keep this signed document on file.**