

**UNLV Programs in**  
**Crisis and Emergency Management**  
**SPRING 2009 Admissions Information**

## **Overview**

As a result of recent national, state, and local experiences such as September 11, 2001, and Hurricanes Katrina and Rita in 2005, the United States must address topics such as government responsibility and accountability, coordinated response and recovery, and citizen awareness and preparedness. The University of Nevada, Las Vegas (UNLV) Department of Public Administration has a program to help individuals and the nation respond. Specifically we offer a program in Crisis and Emergency Management.

Students interested in:

- The general framework of Emergency Management and Homeland Security
- Leadership, management and coordination skills for Emergency Management and Homeland Security
- Community preparedness, mitigation, response and recovery from natural and man made disasters
- Actually participating in exercise planning and execution.

Should contact UNLV, we have the program for you.

➤ ***Executive Master's in Crisis and Emergency Management (ECEM) (36 credits)***

This degree is designed to give students the theoretical and practical knowledge necessary to become leaders in their profession. Specifically, the mission of the program is to provide a well-rounded graduate learning experience to current and future crisis and emergency management leaders for effectively addressing natural, intentional, and technical disasters.

This program is geared for individuals who are working full-time and cannot easily come to campus and is principally completed on-line with six long weekends on campus.

## **Learning Format**

### **Executive Masters Degree**

The ECEM degree program is twenty four months in duration and requires the successful completion of twelve, three credit courses for a total of thirty-six credit hours.

A. To achieve this degree, the program is organized into four modules of study, with each module consisting of three courses. Each module will encompass six months of course instruction. During each six month module, students will be required to attend an on-campus weekend session. Each on-campus session will be scheduled for Friday afternoon through Sunday afternoon. Two additional sessions are required for a total of six weekends.

1<sup>st</sup> weekend: Introduction to Program, Webcampus, and Faculty

2<sup>nd</sup> weekend: End of first module

3<sup>rd</sup> weekend: End of second module

4<sup>th</sup> weekend: End of third module

5<sup>th</sup> weekend: Exercise

6<sup>th</sup> weekend: End of program

## B. ECEM Curriculum Requirements and Courses

### Module 1:

ECEM 711 Crises and Emergency Management  
ECEM 712 Science of Catastrophes  
ECEM 713 Evolution of Terrorism

### Module 2:

ECEM 714 Intergovernmental Affairs  
ECEM 721 Organizational Leadership  
ECEM 722 Community Preparedness

### Module 3:

ECEM 723 Human Considerations  
ECEM 724 Exercise Design and Response Plan  
ECEM 731 Risk and Mitigation

### Module 4

ECEM 732 Prevention and Planning  
ECEM 733 Response and Recovery  
ECEM 734 Concept Implementation

**When not on campus, students will be required to interface with instructors and classmates via web-based application, email, and telephone. Reliable access to such means of communication is required for successful completion of the program.**

### ***Tentative Schedule***

Program Start Date:	January 12, 2009
Module 1 Start Date:	January 12, 2009
First On-Campus Meeting:	January 23-25, 2009
Module 1 On-Campus Meeting:	June 12-14, 2009
Module 1 End Date:	Jun 19, 2009
Module 2 Start Date:	July 13, 2009
Module 2 On-Campus Meeting:	December 4-6, 2009
Module 2 End Date:	December 18, 2009
Module 3 Start Date:	January 11, 2010
Module 3 Exercise On-Campus Meeting:	<i>To Be Determined</i>
Module 3 On-Campus Meeting:	June 11-13, 2010
Module 3 End Date:	June 18, 2010
Module 4 Start Date:	July 14, 2010
Module 4 On-Campus Meeting:	December 3-5, 2010
Module 4 End Date:	December 10, 2010
Program End Date:	December 14, 2010

### **Cohort Study**

All students who enter the program are expected to complete the program as a cohort. Cohort composition will attempt to provide a cross-section of professionals with the capability to provide unique perspectives to the learning experience and for the benefit of the entire cohort

# Admission Requirements

- An earned undergraduate GPA of 3.0 or better.
- If less than a 3.0 GPA, an applicant must:
  - Submit an explanation of meaningful work experience which demonstrates understanding of the intended field of study

Or

- Submit a satisfactory score on either the Graduate Record Examination (GRE) (combined score of at least 900 on the verbal and quantitative sections) or a comparable score on the Graduate Management Admissions Test (GMAT)
- Evidence of having been awarded the equivalent of a U.S. bachelor's degree from a regionally accredited college or university
- Three letters of reference
- A resume indicating educational and professional experience
- A personal statement indicating career and educational goals with an ECEM degree

To apply for admission students must submit the following:

- A completed UNLV Graduate College application
- A nonrefundable admission application fee of \$60 Domestic/\$75 Exchange. Please make checks or money orders payable to the "Board of Regents"
- Official transcripts displaying all previous regionally accredited college/university work
- Exchange applicants must also submit:
  - An official TOEFL score (minimum score of 550) or comparable evidence of competence in English
  - A completed financial statement before credentials can be reviewed

**All completed materials should be sent to:**

UNLV ECEM Program  
GUA 4103, Box 456026  
4505 S. Maryland Parkway  
Las Vegas, NV 89154-6026  
(702) 895-2640

Additional information can be obtained by contacting ECEM (Dr. Christine Springer, Director at 702.895.4835 or [Christine.Springer@unlv.edu](mailto:Christine.Springer@unlv.edu) or Robert White, Program Coordinator at 702.895.2640 or [Robert.White@unlv.edu](mailto:Robert.White@unlv.edu))

**The application deadline is November 17, 2008.**

## **Tuition and Policies**

The cost of the ECEM program for admission in the 2008-2009 year is \$27,750. The tuition is payable in four installments of \$6,937.50 as the Four Modules progress. Program Fees are due two weeks prior to the start of a module.

The program fee covers all tuition and fees, as well textbooks and other course material. Travel costs are **NOT** included in the tuition. Students are responsible for coordinating and paying for individual travel expenses.

## **Financial Assistance**

Financial aid is available through the university. Some individuals may receive tuition assistance from their employers. Active duty military and National Guard members may qualify for the GI Bill or tuition assistance. There may be other financial aid for National Guard members.

Information on university grants, loans and employment opportunities may be obtained from Student Financial Services at (702) 895-3424 or <http://financialaid.unlv.edu/>. Financial services also offer the tuition management system whereby students can pay fees over a set period of time. Students interested in financial aid for the ECEM Degree need to submit a FAFSA (Free Application for Federal Student Aid). A link to FAFSA is on the financial aid website.

Request for withdrawal from the ECEM program must be written and submitted one week prior to the start of a forthcoming module. The tuition refund will only reflect the amount paid for the forthcoming module for which the request was made. All refunds will be consistent with university policy.

**APPENDIX A**  
**ECEM Learning Objectives**

1. Internalize comprehensive emergency management fundamentals, differentiate definitions of disasters, and critique commonly held myths about disasters
2. Recognize the major elements of natural, intentional, and technical disasters
3. Understand the evolution of terrorism and the underlying social, political, and economic causes for terrorism
4. Understand the authority and responsibility of the three levels of government dealing with natural, intentional, and technical disasters
5. Analyze leadership and organizational theory in the context of emergency management and be able to differentiate between individual leadership and decision-making styles
6. Explain social vulnerability and the principles involved in building community capacity
7. Comprehend the human side of emergencies through analyzing public reaction and response to disaster events
8. Evaluate exercise design elements and organizational response plan fundamentals
9. Distinguish the principles behind and the effective approaches for prevention, planning, risk, mitigation, response, and recovery strategies and efforts
10. Demonstrate an understanding of comprehensive emergency management fundamentals for application to real-world events

## APPENDIX B

### Executive Masters Course Description

#### **ECEM Course Descriptions**

##### *ECEM 711-Crisis and Emergency Management*

This course focuses on the evolution of U.S. disaster policy and the corresponding practice of emergency management. It presents comprehensive emergency management fundamentals, examines major policy issues, differentiates definitions of disasters, and discusses commonly held myths about disasters.

##### *ECEM 712-Science of Catastrophes*

This course provides an understanding of the underlying scientific issues that arise from natural, intentional, and technical disasters. It presents information at a managerial level, providing students with a sufficient overview to recognize and understand the complexity of potential catastrophic events which they must plan for and manage.

##### *ECEM 713-Evolution of Terrorism*

This course focuses on the historical roots of terrorism and stresses the importance of understanding the past to adequately prepare for the future. Through a historical perspective, this course provides the basis for and discusses the aspects that make contemporary terrorism of today different from traditional terrorism of the past.

##### *ECEM 714-Intergovernmental Affairs*

This course provides an overview and analysis of intergovernmental issues facing public administrators involved in the administrative, regulatory, and political dimensions of emergency management. It introduces concepts and provides information about the political system in which emergency managers must navigate and presents an overview of key governmental agencies and actors.

##### *ECEM 721-Organizational Leadership*

This course provides an introduction to leadership and organizational theory in the context of emergency management. It will examine theory and develop a range of skills in a number of interpersonal areas, to include conflict management, use of power, group dynamics, and leadership and influence.

##### *ECEM 722-Community Preparedness*

This course provides an understanding of how communities prepare for disasters through social vulnerability analysis and community capacity analysis. It examines historical, geographical, social, and cultural factors and conditions that put people differentially at risk in the community and require integration and coordination among agencies and organizations.

##### *ECEM 723-Human Considerations*

This course explores the human aspect of emergencies by analyzing the public response to natural, intentional, and technical disasters. It specifically addresses the psychological component (to include counseling) on the afflicted population and the long-range considerations that must be addressed when effectively managing an incident.

### *ECEM 724-Exercise/Response Plan*

This course provides a synthesis of student learning by providing thorough instruction in the fundamentals of simulating disasters, planning and conducting table-top exercises, planning and conducting functional full-scale exercises, as well as drafting organizational response plans.

### *ECEM 731-Risk and Mitigation*

This course explores the use of “risk” in making individual and group decisions. It explores qualitative and quantitative methods for evaluating risk and develops practices to use such information to improve decision making processes in the context of emergency management.

### *ECEM 732-Prevention and Planning*

This course analyzes the methods by which governmental organizations, private sector entities, and the general public can prevent and prepare for natural, intentional, and technical disasters. It will discuss topics such as vulnerability and threat assessments, resources and capabilities identification/integration, and training and exercise programs.

### *ECEM 733-Response and Recovery*

This course analyzes the methods by which governmental organizations, private sector entities, and the general public can respond to and recover from natural, intentional, and technical disasters. It will discuss topics such as crisis action planning, conducting a needs assessment, establishing unity of effort, and integrating key personnel and organizations.

### *ECEM 734-Capstone Experience*

This course provides a culminating experience for students to demonstrate proficiency in applying the fundamentals of disaster simulation, table-top exercise formulation and execution, functional full-scale exercise formulation and execution, and organizational response plan creation. It will require mastery and integration of previously presented program topics.

## APPENDIX C

### Directions for Obtaining the UNLV Graduate College Application

- Visit the UNLV Graduate College website at the following address:  
<http://emt.askadmissions.net/unlvgrad/emtinterestpage.aspx?ip=graduate>
- Once on the “Interest” webpage, complete the required information fields (the applicant does not need to specify a program of interest) and click the “Submit Information” button
- On the next webpage, the applicant should click the “Apply Online” link
- On the “Login-Applicant” webpage, enter username and password and click the “Login” button
- Within the Application Workbox tool, there is a box called “New Application” with a drop-down menu. Within the menu, select the appropriate application, and click the “GO” button
- On the next screen, read the Terms and Conditions, scroll to the bottom of the page, select the Accept/Decline option, and click the “Submit” button
- The application template is now visible to the applicant
- The applicant may now complete the application
- The applicant may only proceed to the next page of the application if all of the required fields are completed
- When the applicant is prompted to “Please specify details about your major,” please define the area of concentration by typing “ECEM ” in the open field
- When the applicant is prompted for “...choosing from the following certificates,” the applicant should leave this as the “Select One” field from the drop-down menu
- When the applicant is prompted to “Please select from the entry terms available for your selected major, select “Fall 2008” from the drop-down menu
- When this window box of information is completed, click the “Submit” button within the window box
- The applicant may continue completing the application
- The applicant may save application details at any time by scrolling to the bottom of the webpage and clicking the “Save & Return to Application Workbox” button
- When the applicant completes the last page of the application entitled, “Post-Secondary Institutions,” complete the webpage and click the “Submit Application” button
- When the “Application Workbox” webpage is displayed, select the “PDF” button associated with the applicant’s application
- When prompted by the .pdf viewing software, click the “Open” button
- Save a copy of the .pdf file to a computer or other electronic storage media
- PRINT the completed application
- Close the .pdf viewing application and return to the UNLV website window
- The applicant may now click the “Logout” link