



FISH AND WILDLIFE MANAGEMENT (FWMT)
FORS 1030 Dendrology
COURSE SYLLABUS
Fall Semester 2019

COURSE INFORMATION

Credit Hours/Minutes: 3/5250

Class Location: Building (Bldg.) 6 Room #6110

Class Meets: Tuesday & Thursday 11:00 am-12:00 pm and 2:00 pm- 3:05 pm

Course Reference Number (CRN): 20267

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Sherry Sturgis

Email Address: [Sherry Sturgis ssturgis@southeasterntech.edu](mailto:Sherry.Sturgis@southeasterntech.edu)

Campus/Office Location: Swainsboro, Building 6, Room # 6110

Office Hours: 7:00 am to 9:00 am M-TH

Phone: 478-289-2303

Fax Number: 478-289-2328

Tutoring Hours: By appointment only

Professional Bio: I received my B.S. and M.S. in Biology from Georgia Southern University, with an emphasis in Ecology. I am an Ecologist, Conservationist, Wildlife Rehabilitator, and Environmental Educator.

Note: The schedule is subject to change. The weather may influence our labs. If we cannot go out in the field, we will use time wisely in class or the computer lab for assignments or research. We will have field trips, I will let you know as soon as I know these dates. Field trip are required, if you cannot attend a field trip, you need to discuss it with me ASAP.

Labs are a large percentage of this course. You need to attend all labs. Your grade will be impacted if you miss labs. Cell phone should not be out unless we are using them for class. Do not have cell phones out if we are working with equipment in the field.

SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php) (<http://www.southeasterntech.edu/student-affairs/catalog-handbook.php>).

REQUIRED TEXT

Forest Trees by Lisa Samelson & Michael Hogan

A field guide for the Trees of North America would be helpful

There should be a flip book in the bookstore, of some common trees in Georgia

I will supply any related handouts, articles, and lab materials.

Make-up tests and assignments only with a written excuse, approved by instructor. No labs will be made up and no alternative assignment given, only in special circumstances determined by instructor. No late work will be taken. If you miss the lab day, then you will receive no credit for the lab. If you miss an assignment given during class or lab time, it cannot be made up as well.

REQUIRED SUPPLIES & SOFTWARE

Pencils, paper, highlighter, field manual, boots, snake boots, muck boots, sunglasses, change of clothes, binoculars, etc... Access to computer with MS word. Requires student to be proficient in the use of Blackboard. This is a web enhanced course. Copies of PowerPoint presentations (PPTs) will be placed on Blackboard. Students are expected to access Blackboard on a regular basis.

There is a \$10 fee for the First Aid and CPR training certificate.

COURSE DESCRIPTION

This course introduces the principles of wildlife management, including basic terminology, safety and orientation, and employment. Topics include compass and mapping techniques, first aid and CPR training, hunter safety and boating safety, organizations and agencies, and careers in natural resource management.

MAJOR COURSE COMPETENCIES

Tree & shrub classification
Tree & shrub identification
Tree & shrub structure identification
Leaf structure identification

PREREQUISITE(S)

None

GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

Students are responsible for policies and procedures included in the Catalog and Handbook. FWMT students are responsible for keeping clean, weather appropriate, dry clothing with them at all times. Failure to have appropriate accessories (waders, boots) does not excuse any student from participating in all field labs.

ATTENDANCE GUIDELINES

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz

or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of “F” (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student’s last date of attendance in the event a student withdraws, stops attending, or receives an “F” in a course.

STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: [Macy Gay mgay@southeasterntech.edu](mailto:Macy.Gay@southeasterntech.edu), 478-289-2274, Building 1, Room 1208

Vidalia Campus: [Helen Thomas hthomas@southeasterntech.edu](mailto:Helen.Thomas@southeasterntech.edu), 912-538-3126, Building A, Room 108

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with [the](#) appropriate campus coordinator.

Swainsboro Campus: [Macy Gay mgay@southeasterntech.edu](mailto:Macy.Gay@southeasterntech.edu), 478-289-2274, Building 1, Room 1208

Vidalia Campus: [Helen Thomas hthomas@southeasterntech.edu](mailto:Helen.Thomas@southeasterntech.edu), 912-538-3126, Building A, Room 108

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery **MAY NOT** be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of “W” (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Important – Student-initiated withdrawals are not allowed after the 65% point. After the 65% point of the term in which student is enrolled, the student has earned the right to a letter grade and will receive a grade for the course. Please note: Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of “F” (Failing 0-59) being assigned.

Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

WITHDRAWAL PROCEDURE FOR LEARNING SUPPORT

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Students who are dropped from courses due to attendance after drop/add until the 65% point of the semester will receive a "W" for the course.

Important – Student-initiated withdrawals are not allowed after the 65% point. Only instructors can drop students after the 65% point for violating the attendance procedure of the course. Students who are dropped from courses due to attendance after the 65% point will receive either a "WP" (Withdrawn Passing) or "WF" (Withdrawn Failing) for the semester.

Please Note - If a student withdraws or is withdrawn from a learning support class and is taking the co-req class also, the student will be withdrawn from that class as well. (Example: Student withdraws or is withdrawn from ENGL 0090, ENGL 00902 or ENGL 00903, they will also be withdrawn from the co-req of ENGL 1010 or ENGL 1101. If they are withdrawn from MATH 0090, they will be withdrawn from MATH 1012 or MATH 1111.) Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)

No makeup labs will be available. If a student misses a test, a grade of zero will be assigned. Only students with extenuating circumstances (who contact the instructor on the day of the test regarding their absence) will be allowed to take a makeup test, which will replace the zero. Extenuating circumstances are determined at the instructor's discretion. Unless otherwise scheduled with the instructor, it is expected that the missed test will be taken the next day, scheduled outside of regular class time. It is within the instructor's discretion to accept or reject late assignments. **Failure to take the final exam/practicum at the end of the semester will result in a grade of zero. No make-up exams are allowed.** Students are expected to complete all work.

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

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|--|---|
| <p>American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer</p> | <p>Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer</p> |
| <p>Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1st Street, Vidalia Office 108 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu</p> | <p>Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas ljonas@southeasterntech.edu</p> |

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and Banner Web via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College \(STC\) Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

| Assessment/Assignment | Percentage |
|-----------------------|------------|
| Lab and lab summaries | 30% |
| Exams | 30% |
| Final Exam | 20% |
| Assignments | 10% |
| Leaf Project | 10% |

GRADING SCALE

| Letter Grade | Range |
|--------------|--------|
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | 0-59 |

**FISH AND WILDLIFE MANAGEMENT
FWMT 1030 Dendrology
Fall Semester 2019 Lesson Plan**

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|--|--|--|--|---------------------|
| Week 1 August 12 August 13 (First day of class) | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | Review course syllabi & class procedures Review basic terms in Botany What is Botany? What is forestry and forest management? What is Dendrology? Why study Dendrology? Define tree & shrub No lab this week | Read any Power points posted Read assigned reading in textbook n/a no lab this week | *1,2,3,4 **a,b,c |

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|-----------------------|--|---|--|---------------------|
| Week 2 August 19th | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | Classification of trees and shrubs Carolus Linnaeus and taxonomy Binomial nomenclature The 3 main groups of trees (conifers, hardwoods, and palms) Lab 1 campus and local urban tree species | Read any Power points posted Read assigned reading in textbook Lab summaries are due no later than the week following the completed lab | *1,2,3,4 **a,b,c |
| Week 3 August 26 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | Basic Plant Physiology Functions of all parts of a plant Identify the main parts of a tree Identify the main parts of a shrub Lab 2 Plant cell Forest structure & composition | Read any Power points posted Read assigned reading in textbook Assignment 1 Select a common tree found in your own yard | *1,2,3,4 **a,b,c |

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|---------------------------|--|--|--|---------------------|
| Week 4 September 2 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | Variation in tree species, habitat of species, range and plant assemblages Uses of trees Identify the predominant commercial trees of Georgia, & other important trees in Georgia, such as <i>Pinus</i> and <i>Quercus</i> Lab 3 More campus and local urban tree species | Read any Power points posted Read assigned reading in textbook Assignment 1 Due Select a common tree found in your own yard | *1,2,3,4 **a,b,c |
| Week 5 September 9 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | Define leaf Functions of a leaf? Photosynthesis Transpiration Leaf complexity, leaf venation Identify leaf parts and leaf types, shapes, arrangement, margins, apices, bases, lobes, etc... Lab 4 Leaf lab Stomata Cross section Test 1 | Read any Power points posted Read assigned reading in textbook | *1,2,3,4 **a,b,c |

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|------------------------|--|---|---|-----------------------------|
| Week 6 September 16 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | <p>Reproductive Morphology Parts of a flower and fruit</p> <p>Identification of trees in Swamps, along water ways, Carolina bays, etc...</p> <p>Lab 4 Tree species found in lowlands</p> | <p>Read any Power points posted Read assigned reading in textbook</p> <p>Assignment 2 Select an invasive tree or shrub</p> | <p>*1,2,3,4 **a,b,c</p> |
| Week 7 Sept 23 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | <p>Identify common trees found in upland environments, as scrubby sand-hills, pine savannahs, etc...</p> <p>Lab 5 Tree species found in uplands</p> | <p>Read any Power points posted Read assigned reading in textbook</p> <p>Assignment 2 Due Select an invasive tree or shrub</p> | <p>*1,2,3,4 **a,b,c</p> |

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|------------------------|--|---|--|---------------------|
| Week 8 September 30 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | Forestry in Georgia and related terms Lab 7 Trees that thrive on edges & invasive species | Read any Power points posted Read assigned reading in textbook | *1,2,3,4 **a,b,c |
| Week 9 October 7 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | Identify tree species commonly found in mixed habitats in Georgia Lab 8 Tree species in mixed locations | Read any Power points posted Read assigned reading in textbook Assignment 3 Article and summary on Forest Management | *1,2,3,4 **a,b,c |

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|--|--|--|--|---------------------|
| Week 10 October 14 October 14th (Last day to drop without penalty) | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | Identify tree species that are conifers (a deeper look at evergreens) Lab 9 Work on your leaf project in lab Test 2 | Read any Power points posted Read assigned reading in textbook Assignment 3 Due Article and summary on Forest Management | *1,2,3,4 **a,b,c |
| Week 11 October 21 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | What is Horticulture? Horticulture (ornamental species) Lab 10 Some non-native tree species | Read any Power points posted Read assigned reading in textbook | *1,2,3,4 **a,b,c |

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|-----------------------|--|---|---|-----------------------------|
| Week 12 October 28 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | <p>How important are trees in Georgia?</p> <p>Significant tree species of Georgia</p> <p>Lab 11 Species of commercial value Tree Farms</p> | <p>Read any Power points posted</p> <p>Read assigned reading in textbook</p> <p>Assignment 4</p> <p>Select an invasive species</p> | <p>*1,2,3,4 **a,b,c</p> |
| Week 13 November 4 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | <p>The Georgia Action Plan (Plants, trees, and shrubs)</p> <p>What species are in trouble?</p> <p>Lab 12 Endangered, threatened, and rare species of trees</p> | <p>Read any Power points posted</p> <p>Read assigned reading in textbook</p> <p>Assignment 4 due</p> <p>Select an invasive species</p> | <p>*1,2,3,4 **a,b,c</p> |

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|---|--|---|---|-----------------------------|
| Week 14 November 11 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | <p>What is a plant community?</p> <p>Are plants “animal-like?” Related video</p> <p>Lab 13 Plant communities species and species that thrive in bogs</p> | <p>Read any Power points posted</p> <p>Read assigned reading in textbook</p> <p>Assignment 5</p> <p>An unusual tree in Georgia</p> | <p>*1,2,3,4 **a,b,c</p> |
| Week 15 November 18 | There are no specific chapters to cover, please study the content on Power points and study all trees and shrubs we collect and cover every week | <p>Fire Ecology and its role</p> <p>Management of forests</p> <p>Types of management techniques</p> <p>Lab 14 herbaceous plant communities Test 3</p> | <p>Read any Power points posted</p> <p>Read assigned reading in textbook</p> <p>Assignment 5 Due</p> <p>An unusual tree in Georgia</p> | <p>*1,2,3,4 **a,b,c</p> |
| Week 16 n/a November 25 Holiday- Thanksgiving | Review for Final | <p>Review for Final</p> <p>Leaf Project Due</p> | <p>Read any Power points posted</p> <p>Read assigned reading in textbook</p> <p>Review for Final</p> | n/a |

| Date/Week | Chapters | Topics, Lab/field days | Assignments & Tests Due Dates | Competency Area |
|---|---------------|------------------------|----------------------------------|--------------------|
| Week 17 n/a December 2 (last day of class) December 3 & 4 Finals | Review/Finals | Review/Finals | Review/Finals | n/a |

COMPETENCY AREAS:

Tree & shrub classification
 Tree & shrub identification
 Tree & shrub structure identification
 Leaf structure identification

GENERAL CORE EDUCATIONAL COMPETENCIES:

- a) The ability to utilize standard written English.
 - b) The ability to solve practical mathematical problems.
 - c) The ability to read, analyze, and interpret information.
- Labs are weather dependent. Students are responsible for being prepared for all labs with weather appropriate clothing. Waders or boots are to be worn in labs. Students are encouraged to have a clean, dry set of clothing with them at all times. Clean, dry clothing may be kept in cabinet provided in storage room of FWMT lab.
 - PowerPoint presentations will be placed on Blackboard. Students are responsible for studying these PowerPoints. Notifications and announcements will be placed on Blackboard. **Students are responsible for checking Blackboard daily.**
 - **LESSON PLAN SUBJECT TO CHANGE AT INSTRUCTOR'S DISCRETION**