



**FWMT 1000 Introduction to Wildlife Management
COURSE SYLLABUS
Summer Semester 2018**

COURSE INFORMATION

Credit Hours/Minutes: 3/2250

Class Location: Swainsboro Campus Building (Bldg.) 6 Room 6209

Class Meets: Monday, Tuesday 8:00 a.m.- 10:50 a.m.

Course Reference Number (CRN): 60144

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Jill Lehman

Office Location: Swainsboro Campus, Bldg. 6 Room 6209

Office Hours: Thursday 11:00 a.m.-12:00 a.m.; 2:00 p.m.-5:30 p.m.

Email Address: [Jill Lehman jlehman@southeasterntech.edu](mailto:jlehman@southeasterntech.edu)

Phone: 478-289-2303

Fax Number: 478-2789-2328

Tutoring Hours (if applicable): As needed

SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND STUDENT HANDBOOK

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

REQUIRED TEXT

Firepot Stories by R. Joseph Hamilton ISBN 978-1-929647-32-3.

REQUIRED SUPPLIES & SOFTWARE

Pencils, paper, highlighter, field manual, boots, and snake boots. It is recommended students obtain and wear sunglasses. 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.

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

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.

PREREQUISITE(S)

None

COURSE OUTLINE

1. Hunting and Firearm Safety
2. Boating Safety
3. Basic Mapping and Compass Techniques
4. First Aid and CPR
5. Conservation Organizations and Agencies
6. Wildlife Management History and Administration
7. Careers in Natural Resources

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 also expected to complete all tests and assignments on the dates specified. Students are responsible for policies and procedures included in the *STC catalog*. Fish and wildlife management program students must earn a minimum grade of c in this course.

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.

SPECIAL NEEDS

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, to coordinate reasonable accommodations.

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 advise me and make appropriate arrangements with [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (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 when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

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 speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

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

WORK ETHICS

The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. Students will be required to take a work ethics exam as marked in the lesson plan. A grade of 70 or better is required to complete the work ethics requirements for this class.

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

Students are expected to complete all work. No makeup labs will be available. Unannounced quizzes are subject to be given on any day. Project due date TBA. Failure to take the final exam at the end of the semester will result in a grade of zero. No make-up of final exams are allowed.

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 Student 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:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 Email: Blythe Wilcox bwilcox@southeasterntech.edu

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 BannerWeb 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
Project	40%
Exams	30%
Quizzes	25%
Work Ethics	5%

GRADING SCALE

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

FWMT 1000 Introduction to Wildlife Management Summer Semester 2018 Lesson Plan

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 1	Course Introduction	Syllabus, Work Ethics, Policies/Procedures for lab Hunting and Firearm Safety WE: Attendance	Begin Safety-On Hunter Education WE: Study handouts on work ethics attendance	1, 2 a, b, c
Week 2	Hunting and Firearm Safety	Hunting and Firearm Safety WE: Character Hunter Education Exam	Safety-On Hunter Education WE: Study handouts on work ethics character	1, 2 a, b, c
Week 3	Boating Safety	Handout boating safety books Boating safety Interactive on Ga. Department of Natural Resources Website WE: Teamwork	Boating Safety WE: Study handouts on Service Chain and Personal Service	3 a, c
Week 4	Boating Safety	Boating Safety Book Boating Safety Interactive on Ga. DNR Website Review for Boating Safety Exam WE: Appearance	Boating Safety Boating Safety Exam	3 a, b, c
Week 5	First Aid/CPR	Distribute booklets CPR/First Aid Blood Borne Pathogens WE: Attitude, Productivity	CPR/First Aid Demonstration CPR/First Aid Testing & Certification Blood Borne Pathogens Testing	5 a, b, c
Week 6	Mapping and Compass Techniques	PPT presentations covering Mapping and Compass Handouts Demonstration WE: Organizational skills	In class ppt presentations In Field compass/mapping WE: Study handouts on Organizational Skills	4 a, b, c

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 7	Mapping and Compass Techniques	PPT presentations Covering Mapping and Compass Handouts Demonstration in field WE: Cooperation	In Field compass/mapping Compass/Mapping Exam/ Demonstration WE: study handouts on cooperation	4 a, b, c
Week 8	Conservation Organizations/Agencies Wildlife Management History and Administration	PPT presentations Handouts WE: Respect Review for WE final exam	Quiz covering Conservation Organizations/Agencies, Wildlife Mgt., Hist. and Admin.	6, 7 a, b, c
Week 9	Careers in natural Resources	Guest Speakers Review for WE final exam Project Due	In class Project Presentations Safety-On due WE Final Exam due	6, 7, 8 a, b, c

COMPETENCY AREAS:

1. Hunter Safety
2. Firearm Safety
3. Boating Safety
4. Mapping /Compass
5. First Aid/CPR
6. Wildlife Management
7. Careers

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.

Work ethics is included in this course. There is a total of 10 work ethics attributes which will be addressed. Handouts and PPTs addressing these will be placed on Black Board.