

# ECOEE APPLICATION PACKET

## WESTERN ILLINOIS UNIVERSITY

Department of Recreation, Park and Tourism Administration

### Environmental Conservation & Outdoor Education Expedition (ECOEE) Program Description

The Environmental Conservation & Outdoor Education Expedition (ECOEE) program is a unique, semester-long field studies program offered through the Department of Recreation, Park and Tourism Administration at Western Illinois University. Developed in 1976, the ECOEE program supports professional preparation in outdoor leadership through experiential education. While prerequisite planning courses take place in the spring semester, the actual field studies expedition takes place during the fall semester. The field studies experience focuses on principles of outdoor leadership and teaching, wilderness travel and minimum impact camping skills, outdoor adventure recreation, and environmental education and interpretation.

The ECOEE curriculum focuses on several areas within the parks and recreation profession and provides students with unique opportunities to: acquire and apply leadership principles and concepts in real situations; interface with recreation professionals in a variety of settings and disciplines; observe, develop, and lead outdoor education and interpretation programs; learn and practice minimum impact techniques of wilderness living and travel; and experience small group living and improve communication and group facilitation skills. Other values to be found on ECOEE are: Development of a personal career philosophy, increased self-confidence, heightened self-awareness, improved understanding of group dynamics, a broader perspective on the field of recreation, and the utilization of opportunity teaching.

Applicants to the ECOEE program should be majors or minors in the Department of Recreation, Park and Tourism Administration. Although the program is available to graduate and undergraduate students, ECOEE is typically an undergraduate experience. ECOEE students typically enroll in four (4) hours of prerequisite courses in the preceding spring semester and eighteen (18) hours of courses during the fall expedition. Students accepted as part of the expedition will be required to acquire their Wilderness First Responder Certification and CPR before leaving in the fall. Course descriptions are listed below.

#### Spring Semester ECOEE Prerequisite Courses

##### **249 Principles of Outdoor Adventure Recreation (2)**

Investigates the components of an outdoor adventure experience including environmental behavior, personal growth, technical abilities, and safety.

**349 Expedition Planning (2)** Provides students the opportunity to examine the components of an outdoor expedition. An expedition is then planned.

#### Fall Semester ECOEE Courses

**240 Principles of Camping (3)** Explores the aims and objectives of organized camping, developing and organizing the camp program.

**444 Outdoor Education (3)** Organization of outdoor education activities emphasizing elementary school classroom participation.

**446 Wilderness Leadership (3)** Prepares students to become qualified wilderness trip leaders. Expedition behavior, emergency procedures, and wilderness leadership responsibilities will be examined during a five-week expedition.

**448 Interpretation of Cultural and Environmental Resources (3)** Develops basic understanding of interpretation of natural, environmental, and cultural resources. Includes philosophy and techniques.

**449 Management of Adventure Recreation (3)** management of outdoor adventure recreation in both intensity and wilderness/dispersed recreation environments is examined.

**450 Traveling Workshop (3)** Opportunity for students to observe the operations of a variety of leisure service agencies and to discuss on-location trends, problems, and techniques in leisure service delivery.

#### Wilderness Education Association

The ECOEE curriculum conforms to the Wilderness Education Association's National Standard Program (NSP) of Outdoor Leadership Certification. WEA is a non-profit organization whose purpose, along with affiliated universities and colleges, is to certify NSP graduates as Outdoor Leaders. ECOEE participants are eligible to receive the WEA Outdoor Leadership Certification, indicating their ability to safely plan, organize, lead, and execute a safe and environmentally sound wilderness expedition.

## ECOEE APPLICATION PROCEDURES

### Application Criteria:

To be considered for the ECOEE program, applicants must:

1. Have officially declared RPTA as a major or minor.
2. Be in good academic standing (i.e. 2.0 GPA and not on academic warning or probation).
3. Have a current Wilderness First Responder (WFR) and CPR certifications or getting these certification prior to leaving campus in the fall.
4. Have demonstrated interest in working, living, and learning in the outdoors.
5. Be in good physical condition and able to remain drug, alcohol, and tobacco free for an entire semester.

It is recommended prior to completing the application form that you discuss your participation in the ECOEE program with both the ECOEE Coordinator and your academic advisor. Consider how ECOEE will fit into your academic goals as well as your progress toward obtaining your degree.

### The ECOEE Coordinator must receive all of the following information before your application will be reviewed:

1. The ECOEE **Application Form** (page 4).
2. Typed responses to the **Application Questions** (page 5).
3. Copy of your official Western Illinois University **academic transcript** (easily obtained through the Registrar's Office in Sherman Hall with a copy of your Student ID or valid driver's license).
4. Completed **Medical Inquiry and Fitness Assessment Form** (page 5).
5. Two completed **Recommendation Forms** (pages 6 and 7). It is your responsibility to assure that these have been sent to the ECOEE Coordinator either through postal mail or electronically.
6. A **photocopy** of any medical and CPR certifications you possess.

### Application Deadline:

Completed application packets must be submitted to the ECOEE Coordinator through the Department of Recreation, Park and Tourism Administration by **first Friday of November 2005**. Applications received on or before this date will be given priority consideration – late applications will only be considered if space is still available. Notification of acceptance to the ECOEE program will be given prior to the end of fall finals week provided application materials are received by the November deadline.

Completed Applications for ECOEE should be submitted to:

Jeff Tindall, ECOEE Coordinator  
400 Currens Hall  
Western Illinois University  
1 University Circle  
Macomb, IL 61455  
(309) 298-1967

### Scholarship Information

A sizeable and variable cash award is available through the Yvonne and Frank Lupton ECOEE Scholarship Fund to a qualified ECOEE participant to help defray the expenses associated with participation in the ECOEE program. Criteria for receiving this scholarship include overall academic achievements, demonstrated commitment to the field of parks and recreation, extra-curricular involvements and work experiences, and financial need. If you are interested in applying for this scholarship please include a typed **letter of application** addressed to the ECOEE Scholarship Committee highlighting your qualifications and two additional **letters of recommendation** to support your application. Scholarship applications may be submitted separately or in conjunction with your ECOEE application. The deadline to apply for the Yvonne and Frank Lupton ECOEE Scholarship is **the first Friday in March of the spring semester preceding ECOEE**.

# ECOEE APPLICATION FORM

## Applicant's Personal Information

Name: \_\_\_\_\_  
Last First Middle

Student ID Number: \_\_\_\_\_

School Address: \_\_\_\_\_  
Street (include apt., box, etc.)

Permanent Address: \_\_\_\_\_  
Street (include apt., box, etc.)

\_\_\_\_\_ City State Zip

\_\_\_\_\_ City State Zip

School Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Permanent Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Birth date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age: \_\_\_\_ Sex: F M

E-Mail Address: \_\_\_\_\_

Do you possess a valid driver's license? Yes No \_\_\_\_\_  
License Number State Class

Have you had any traffic violations/accidents? Yes No If yes, describe \_\_\_\_\_

Have you ever been convicted of a crime? Yes No If yes, describe \_\_\_\_\_

## Education and Work History

Current class standing at Western Illinois University?

Please list any other colleges or universities you have attended:

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

Grade Point Average: \_\_\_\_\_ Anticipated Date of Graduation: \_\_\_\_\_

Please list current and past employers for the last three years (attach additional sheet as needed):

Position	Employer/Description	Dates Worked
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## Certifications

Please list all current certifications you possess (i.e. CPR, First Aid, WFR, Lifeguard, etc.) and attach a photocopy of each.

Certification	Certifying Agency (i.e. Red Cross, WMI, WMA, etc.)	Expiration Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## ECOEE APPLICATION QUESTIONS

Please provide detailed and honest responses to the following questions. If you do not have any experience related to the question being asked, please describe any applicable qualities you have which would enable the ECOEE Coordinator to assess your potential in each of these areas. Be candid, the goal of this application is to obtain a realistic picture of you and your experiences.

1. Describe three personal goals that you wish to attain through your participation in the ECOEE program.
2. How will your participation in the ECOEE program compliment your educational and professional career goals?
3. What do you anticipate will be the easiest and most difficult aspects of the ECOEE program for you? What are you most looking forward to? Please share any fears or anxiety you may have about ECOEE?



7. Please assess your skill level in the following activities:

**Climbing** (mountaineering, rock climbing, and snow and ice climbing) – List all routes and peaks you’ve climbed, your role (follower, leader, guide), the difficulty level of each climb (e.g. 5.6, 5.9, etc.). Describe any experience you have had teaching or guiding climbing, including the name of the program, training, etc.

**River Travel** (kayaking, canoeing, and rafting) – Describe any paddling experience you may have and the class of water you would feel comfortable navigating. List names of rivers you have floated, difficulty of runs, distance in miles, number of days per trip, and your role in the trip.

**Additional Outdoor Activities** (sea kayaking, backcountry skiing, horse packing, caving, etc.) – Describe your skill level and give detailed descriptions of your experiences in any other outdoor experiences.

8. Please describe any coursework, skills, and experience in natural and cultural history, environmental education, hunting, fishing, conservation/land management, minimum impact camping, etc.

9. Please describe any experience you have in teaching, leadership, and communication, including leading groups, working with the public, group dynamics training, team course facilitation, etc.

10. Please give two to three examples of any emergency or safety management situations you have been involved in. Identify safety and judgment considerations, your role in the situation, and what you may have learned from any mistakes you or the group made.

Your responses to the above questions should be typed and submitted to the ECOEE Coordinator along with the rest of your application materials. It is also recommended that you attach a **detailed outdoor resume** to complement this questionnaire. Although somewhat redundant, the resume can help clarify the details of dates, jobs, and experiences.

## ECOEE MEDICAL INQUIRY AND FITNESS ASSESSMENT FORM

Because of the physically demanding nature of wilderness travel, ECOEE participants must be able to realistically assess their medical and physical fitness levels. Requirements for participation in the ECOEE program include the physical ability to carry a heavy pack (over 50 pounds) while hiking long distances over difficult terrain and at altitudes above 8,000 feet. The use of illegal substances is prohibited during ECOEE and the use alcohol and tobacco products may also be prohibited at the discretion of the ECOEE Coordinator. Please use this form to address your physical, medical, and emotional abilities and limitations as well as your behavioral habits concerning alcohol and tobacco usage.

### Medical and Fitness History

Do you have any allergies to medications, insects, food, etc.? Yes No

If yes, describe \_\_\_\_\_

Do you have any diagnosed medical conditions, i.e. diabetes, epilepsy, asthma, etc.? Yes No

If yes, describe \_\_\_\_\_

Please describe any other symptoms or conditions you've experienced, such as pain, infection, discomfort, etc. \_\_\_\_\_

Please list all prescription and non-prescription medications you currently take: \_\_\_\_\_

Have you ever been hospitalized? Yes No

If yes, describe \_\_\_\_\_

Do you have any dietary restrictions, i.e. vegetarian, vegan, etc? Yes No

If yes, describe \_\_\_\_\_

Do you experience motion sickness? Yes No

If yes, how will you manage traveling in the ECOEE vehicles? \_\_\_\_\_

Do you drink alcoholic beverages? Yes No If yes, how many beverages do you consumer each week? \_\_\_\_\_

Will you have any difficulty not consuming alcohol for a semester? Yes No

Do you smoke or use tobacco products? Yes No If yes, how much do you smoke or use each day? \_\_\_\_\_

If you smoke, please indicate when and how you intend to quit for the duration of the ECOEE semester. \_\_\_\_\_

How frequently do you exercise each week?

How would you describe your physical condition?

What are your plans to physically prepare yourself for the ECOEE program: \_\_\_\_\_

Please describe you swimming ability:

Do you have any fears, i.e. of heights, confined places, etc. Yes No

If yes, describe \_\_\_\_\_

### Person to Notify in Case of Emergency

Name: \_\_\_\_\_ Day Phone: \_\_\_\_\_ Eve Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

## ECOEE COURSE POLICIES AND INFORMATION

The Environmental Conservation and Outdoor Education Expedition (ECOEE) is a program of the Department of Recreation Park and Tourism Administration (RPTA) that is affiliated with the Wilderness Education Association (WEA). The following policies incorporate both institutions. Please consider the following and contact the Program Coordinator or Course Instructor with questions and comments.

### Administration and Logistics

- WEA and Western Illinois University's policies, procedures, and student handbook expectations of conduct will be followed.
- Tuition, fees, and refunds are to be handled according to the affiliate/program's policies and procedures.
- Students accepted into the ECOEE program will begin making payments to ECOEE during the spring semester to purchase books, gear and ECOEE promotional merchandise, make reservations for campgrounds and conferences, obtain permits, and so on, for the fall semester.
  - Usually an initial fee of \$300 (non-refundable) is to be paid by spring break.
  - Tuition for the hours of credit must be paid to the University. Tuition is not included in the ECOEE Fee. As an ECOEE student you will be involved in determining fees, itinerary, and other expedition matters during the pre-requisite courses.
  - The final fee must be paid to ECOEE before departure from campus.
  - Attendance at the Wilderness Education Association's annual conference is part of the spring pre-requisite courses. Conference and lodging fees are not included in ECOEE funds.
  - If monies are left over at the end of the expedition/semester, they will be divided evenly among all participants that have completed the expedition/semester.
  - If written cancellation is received 30 days or more before the start of the fall semester, all fees minus the initial payment are refunded. If written cancellation is received during the last 30 days before the start of the expedition, one half of the total fees will be refunded. No refunds are made for "no-shows". No refunds will be made after the start of the program.
- If you have not previously had a class that is offered on ECOEE you must be enrolled in that class while participating in the expedition. You must also be enrolled as a full-time student (12 undergraduate hours/9 graduate hours) to be an expedition member. If you have previously had a class, you will still be expected to be present at all visits, classes, and expedition activities. You will not have to complete course paperwork or assignments for the particular class.
- All participants must have personal medical insurance that is adequate to cover expenses in case of illness, injury, or evacuation. If you do not have regular health insurance, special short-term trip insurance can be purchased from an insurance agent. Each participant must arrange for obtaining his/her own medical insurance. Make sure you know the arrangements that are available as a full-time WIU student.
- Included in the participant packet (received during pre-requisite classes) are personal clothing, equipment and gear lists typically necessary for ECOEE. You will have to provide your own clothing and some of your own equipment (backpack, sleeping bags, boots). You will have an opportunity to purchase needed items during the planning of the expedition during the pre-requisite classes. Group gear rental fees, food, transportation fees, conference fees, and permit fees are included in the expedition fee. The Expedition Planning pre-requisite will familiarize you with the clothing selections and gear and equipment. ECOEE has several accounts through which some personal purchases may be made at wholesale prices.
- The WEA course is for mature adults over 18 years old without serious behavioral, psychological or emotional problems. Traveling, working, studying, and living with 15 – 20 others 24/7 for four months is rigorous and demanding. One should consider their ability to cope, thrive, resolve conflict, and maintain positive attitudes in circumstances where there is little personal time or space.
- Course attendance/participation does not guarantee certification. The following tend to be an advantage for those seeking certification: a previous base of outdoor skills and experience; serious attitude toward the curriculum; high motivation; prepared to teach lessons; appreciation and/or acceptance of the process of journaling, evaluation, and group dynamics; and physical fitness.
- A wilderness course in a group setting has innate risks. Though courses are planned and risk is managed to the best degree possible, not all factors are controllable. Among other things, individuals may

experience exposure to unexpected travel problems, cultural clashes, Federal searches, extreme weather, high altitude, steep cliffs, allergens, deep water, wildlife, sea creatures, loss of food and potable water, separation from the instructors, etc. Individuals may experience minor to major injuries, loss of limb or life, interpersonal and intrapersonal stresses, damaged or lost personal possessions, etc. This is shared to express that one's safety is not a guarantee and the nature of a wilderness course is unpredictable. Please talk to the ECOEE Coordinator about concerns you may have.

- Though the WEA course requires only average strength, you will be traveling through rough terrain with heavy packs (at times potentially more than half of your body weight depending upon course length, location, specialized skills/travel). We will keep them as light as possible. You will also be involved in various modes of travel in a variety of terrains and conditions. One should be as physically fit as possible so as not to "hold up" the group. You may be required to get a medical examination by a physician that certifies you as medically fit to participate in the expedition. You must pass a "fitness test" at the beginning of the fall semester, before ECOEE leaves campus.
- The WEA course is conducted in the wild outdoors away from doctors and ambulances. No prescription or nonprescription medication is allowed without notifying course instructors. Tobacco products, alcohol, and illegal drugs are not to be used at any time while on the course (even during "off" periods). See WIU/ECOEE student conduct policy statement (found on the website).
- If you have knee, shoulder, wrist or back problems, have serious allergies, or are on medication for an illness you must discuss your condition with the program coordinator and/or course instructor prior to enrolling.
- Same or mixed gender tenting practices on courses will be determined by the affiliate and specific situations. Individuals uncomfortable with decisions are invited to inform the course instructor so other tenting arrangements can be made. WIU will allow reasonable co-ed tenting in the backcountry, determined by student comfort, patrol resources, and equipment. In the frontcountry co-ed tenting will be avoided.

### **Course Tone, Expectations and Challenges**

- Teaching is on a college level and participants should be motivated for a highly educational program. Journaling, group processing, and extensive evaluation are utilized.
- Curriculum points will start at the basic level and progress from there. This is for several reasons, two being to (1) prevent errors in assuming level of student knowledge, and (2) create a common base for all members to build on and advance.
- Though this program is educational, it also encourages enjoyment, fun, companionship, reasonable comfort, and good food as integral to any successful course.
- This program is not designed to be a high-risk adventure for the sake of adventure, nor designed to be therapeutic in nature. They are educational trips primarily; however, adventure is an integral component. Risk management and enjoyment are stressed. The goal of any WEA program is to teach leadership, technical skills, judgment, and decision-making; and to enable participants to plan and execute a safe and enjoyable expedition for a group with minimum environmental impact.
- One of the principle outcomes you can expect from the course is a better understanding of yourself as a person. You will be expected to critically analyze your strengths and weaknesses. You will also be evaluated by your peers and by your instructors. You will be expected to participate in all course activities to the best of your ability. You will find that ECOEE is unlike courses taught in the classroom. Emphasis is placed on learning experientially. You will need to be self-motivated, adaptable, focused, and self-disciplined. Please be prepared for it.
- The course may provide a variety of challenges-- physical, emotional, social, spiritual. The setting often times can be intense, uncomfortable, and unexpected. Private time may be at a minimum. There are many factors encountered on a course that cannot be predicted. Please be aware of this nature of a wilderness course.
- Because there is a lot of material to cover, and time for student practice and demonstration of skills and knowledge is necessary, it is important and expected that students appreciate the need for timeliness, responsibility, and communication.
- WEA and WIU strive to have no prejudice of any kind on its programs. WEA does not discriminate on

the basis of race, color, religion, creed, sexual orientation, national origin, age, or disability in the administration of its admission or employment policies. Reasonable accommodation is made for special needs (dietary, fears, physical, psychological or emotional conditions) but the nature of the program precludes accommodation for all conditions. Potential applicants should consider their special needs and the nature of the program before applying. If questions arise contact the ECOEE coordinator. Participants are encouraged not to hinder the freedom of others with missionary actions for their special philosophies or beliefs. Likewise, the program does not interfere with one's private beliefs. Religious services are not available on the expedition. If the expedition is in the frontcountry and on break, students may attend religious services of their choice.

- WIU and WEA strive to maintain a learning environment free from sexual harassment so that maximum learning may take place. If you feel that you have been treated inappropriately by a WIU/WEA staff member, instructor, or another participant please follow WIU's and WEA's written policies concerning sexual harassment available from the WEA National Office and the WIU website.

I have read, understand, accept and agree to abide by the rules, policies and guidelines set forth in the WIU student handbook and ECOEE policy statement or website. I understand that the relationship between me and WIU/ECOEE will be governed by the substantive laws of the State of Illinois and any suit, mediation or arbitration of any dispute with WIU must be filed exclusively in the State of Illinois. I understand that I am not accepted on my course until all enrollment forms have been received and approved by the ECOEE Coordinator. I give WIU/ECOEE permission to share my contact information with other ECOEE students or graduates and/or with environmental organizations or strategic partners in which ECOEE graduates may be interested. I also give WIU/ECOEE permission to use my name, contact information and picture in promotional materials and press releases.

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Name

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Date

*Print, and sign this Course Policies and Information Statement, then include it with your ECOEE application.*

**Climbing** (mountaineering, rock climbing, and snow and ice climbing) – List all routes and peaks you’ve climbed, your role (follower, leader, guide), the difficulty level of each climb (e.g. 5.6, 5.9, etc.). Describe any experience you have had teaching or guiding climbing, including the name of the program, training, etc.

**River Travel** (kayaking, canoeing, and rafting) – Describe any paddling experience you may have and the class of water you would feel comfortable navigating. List names of rivers you have floated, difficulty of runs, distance in miles, number of days per trip, and your role in the trip.

**Additional Outdoor Activities** (sea kayaking, backcountry skiing, horse packing, caving, etc.) – Describe your skill level and give detailed descriptions of your experiences in any other outdoor experiences.

8. Please describe any coursework, skills, and experience in natural and cultural history, environmental education, hunting, fishing, conservation/land management, minimum impact camping, etc.
9. Please describe any experience you have in teaching, leadership, and communication, including leading groups, working with the public, group dynamics training, team course facilitation, etc.
10. Please give two to three examples of any emergency or safety management situations you have been involved in. Identify safety and judgment considerations, your role in the situation, and what you may have learned from any mistakes you or the group made.

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## ECOEE LETTER OF RECOMMENDATION FORM

The ECOEE program is a semester-long field studies expedition offered through the Department of Recreation, Park and Tourism Administration at Western Illinois University. Applicants to the program must possess a strong interest in the field of parks and recreation, the ability to live and travel in close proximity to other students, a high level of emotional maturity, and demonstrated leadership and wilderness skills.

Please feel free to type or write on this form, continue your responses on additional sheets if necessary, or send refer to these questions in a separate document. The information you provide will remain confidential and will not be reviewed by the applicant without written permission from the respondent.

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Date

1. What is your relationship to this person?
  
  
  
  
  
  
  
  
  
  
2. Please comment on this person's outdoor skills, judgment and decision-making abilities, awareness of safety considerations, and ability to handle stressful situations.
  
  
  
  
  
  
  
  
  
  
3. Please comment on this person's interpersonal and communication skills, as well as teaching and leadership abilities.
  
  
  
  
  
  
  
  
  
  
4. Please elaborate on any additional qualities about this person that you feel we should know.

Your Name _____	<b>Please return your recommendation to:</b>  Jeff Tindall, ECOEE Coordinator 400 Currens Hall 1 University Circle Macomb, IL 61455 Phone: (309) 298-1967 E-mail: CJ_Tindallwiu.edu
Signature _____	
Address _____	
Phone Number (day) _____ (eve.) _____	
Occupation _____	
Employer _____	

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\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Date

1. What is your relationship to this person?
2. Please comment on this person's outdoor skills, judgment and decision-making abilities, awareness of safety considerations, and ability to handle stressful situations.
3. Please comment on this person's interpersonal and communication skills, as well as teaching and leadership abilities.
4. Please elaborate on any additional qualities about this person that you feel we should know.

Your Name _____	<b>Please return your recommendation to:</b>  Jeff Tindall, ECOEE Coordinator 400 Currens Hall 1 University Circle Macomb, IL 61455 Phone: (309) 298-1967 E-mail: CJ_Tindallwiu.edu
Signature _____	
Address _____	
Phone Number (day) _____ (eve.) _____	
Occupation _____	
Employer _____	