

FORESTRY 409
ARBORICULTURAL SUPERVISOR PRACTICUM
FALL 2009
2 SH

Instructor: Thomas L. Green
Office Phone: 298-1160
Office Hours: MTW 8-9; MW 9-10; By Appointment

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Text: THE TREES CLIMBERS' GUIDE, by Sharon Lilly

Prerequisite: FOR 209 or permission of the instructor

Coarse Objectives:

1. To give students experience as supervisors of inexperienced students during lab periods for Forestry 209.
2. To expose students to the literature that pertains to supervisors in the arboriculture profession.
3. To give students the opportunity to take information from the arboriculture literature and apply it in the preparation of a lesson for Forestry 209 or Forestry 409 class.
4. To discuss current topics that pertain to supervisors in the arboriculture profession.
5. To train students in the OSHA requirements and industry standards for safety so that they can perform such training in the arboriculture profession.
6. To train students in the basics of the establishment of their own arborist business.

Lecture: M 4-4:50
Lab: W 3-4:50

Lecture Topics:

Personnel Management	OSHA
Equipment Safety	Drugs in the Workplace
Aerial Rescue	First Aid
Equal Opportunity Employment	Electrical Hazards
	Small Business Establishment

Grade Determination:

Class Project	(100 pts)	16,7%	90-100	A
Lab Exam (early Oct)	(100 pts)	16.7%	80-89	B
Lab Evaluation	(100 pts)	16.7%	70-79	C
Required Field Trips	(200 pts)	33.3%	60-69	D
(Professional Conduct; [50 pts])			<60	F
(Participation [50 pts/day])				
Class Participation	(100 pts)	16.7%		

Class Project: (100 pts) Students will be assigned topics for classroom discussion (informal presentation) from Arboriculture trade journals. Each presentation is worth up to 10 points. Missing a lecture will cost 5 points; plus 10 points if you are a presenter. Excused absences will be permitted for scheduled academic field trips and job interviews, but you must make arrangements with me prior to your absence. **You will be given trade journals which are to be returned in good condition at the end of the semester. Each journal lost is worth 50 points.**

Lab Exam: (100 pts) You will be given a lab exam which will involve tying knots (~ early Oct). You will be expected to know climbing techniques and proper use of arborist equipment. You will be given opportunities to assist FOR 209 students in tying knots and demonstration of proper climbing techniques and the safe use of various arborist equipment.

Lab Evaluation: (100 pts) FOR 409 students will be graded by FOR 209 students in their ability to supervise their various lab activities (50 pts). The instructor will also grade FOR 409 students in their ability to supervise FOR 209 students during lab exercises (50 pts).

Required Field Trips: There are two required field trips. Norm Hall, Autumn Tree Care, will be coming to Macomb on Friday and Saturday on 11-12 Sept (9-10 Oct is rain date).

Cormac Nagan, Aerial Innovations Tree Care, will be coming to Macomb on Friday 25 Sept.

Class attendance and participation for each day is worth 50 points for a total of 150 points plus 50 pts [25 pts/field trip] is for Professional Conduct). These field trips cannot be made up.

Professional Conduct: (50 pts) On these field trips you are representing Western Illinois University, the College of Business and Technology, the Agriculture Department, its Urban Forestry program (me), and yourself (your family's name). The field trip is an extension of the classroom and you are there to learn. To maximize your learning you need to be in full control of your mental and physical capacities. Our invited speakers are taking their valuable time to share their knowledge and experiences with us and are expecting you to act and dress in a professional manner. You are expected to be attentive and ask questions.

Classroom Participation: (5pts/day) Participation means taking part in classroom activities, including classroom discussion. It also means attending class. If you are not in class, you cannot participate. Each class period is worth 5 points. Included in Classroom Participation will be the Presentation of subject matter relevant to the class when you are presenting and discussion of material presented by someone else. Points will be deducted from your total score if you are not there.

Lab Participation: (5 pts/day) FOR 409 students are expected to attend **EVERY** FOR 209 lab (pts; 5 pts deducted from the 100 pts for each missed lab). You will be permitted to miss one lab and one non- presentation lecture without penalty. Excused absences will be permitted for scheduled academic field trips and job interviews.

!!!!SAFETY!!!!

SAFETY IS THE MOST IMPORTANT PART OF THIS CLASS. Safety will be stressed and practiced on a daily basis. Aerial tree work is considered to be one of the most injury-prone professions in the U.S. Because of the hazardous nature of this type of work, students must be in good physical condition and have the maturity to obey rules. **Any student who fails to follow safe practices (as identified in the American National Standards Institute ANSI A300 and ANSI Z133.1) during a lab assignment, and continues to work in an unsafe manner after a single verbal warning from the instructor, will be immediately expelled from the course and given a failing grade. There are no exceptions to this rule.** Do not take this course if you are not willing to observe the above rule.

CLASS PROJECT: (100 points) These are weekly assignments requiring you to find information about different areas of arboriculture. It will include text composition with figures or exhibits (e.g. pages from web sites). There will be point deductions for improper grammar and misspelling. **All reports require URL's**

Using the Web, Library or other resources you are to complete the following assignments: (10 pts @)

- By 9/09/09 Provide information about the IAA (Illinois Arborist Association): who they are, what they stand for, what services are provided, cost for membership, who they serve, how this organization may benefit you, and all URL's
- By 9/14/09 Provide information about the ISA (International Society of Arboriculture): who they are, what they stand for, what services are provided, what are their four major groups, what is the SSA, cost for membership, who they serve, how this organization may benefit you, and all URL's
- By 9/21/09 Provide information about the TCIA (Tree Care Industry Association): who they are, what they stand for, what services are provided, who can be a member, cost for membership, who they serve, how this organization may benefit you, and all URL's
- By 9/28/09 Provide information about OSHA (Occupational Safety and Health Administration): who they are, why they exist, what services are provided, how this organization affects the Arboriculture profession, and all URL's
- By 10/05/09 Assume you wish to attend another school with a Graduate program in Arboriculture or Urban Forest Management. Which school would you select? Provide information on 2 **U.S.** Universities that offer GRADUATE programs in Arboriculture or Urban Forest Management: what classes are offered for a graduate degree, what it would cost you to attend, which of the two schools interests you most and why, and all URL's
- By 10/12/09 Find information on Horticultural Spanish. I want you to find Horticultural Spanish texts are available (list title(s)). Are there schools in Illinois or elsewhere that offer classes? Discuss the significance for you to know Spanish. How does Horticultural Spanish differ from Spanish? What is Spanglish? Include all URL's
- By 10/19/09 This is a job search. You ready to graduate and are looking for a real job in Arboriculture. Find a prospective company that interests you for possible employment (e.g. Davey, Bartlett, The Care of Trees, Arboguard): Obtain information about the company, its size, history, type of job(s) it is offering that you would want and why, **besides salary what benefits are offered**, and all URL's. You will have to do this if you interview for a job.
Find 5 REAL Arboriculture related jobs that interest you. Rank them 1 -> 5 and explain why you ranked them differently, and all URL's. Print out or copy the job offers. These must be real, bonafide jobs.
- By 10/26/09 Find an You Tube or similar web generated video that shows improper arborist practices. Consult with the other class members so your selection is different than theirs. Present your video in class and discuss what improper arborist practice was displayed.
- By 11/02/09 Submit your resume. You can submit it to me anytime earlier for editing in which you can correct by the final due date. If you wait to submit it to me for the first time on this date, it must be perfect to receive a perfect score. Your resume must include 3 references with complete information (Title, Name, complete mailing address, business phone (and/or cell phone), email address)
- By 11/09/09 Find a piece of equipment that costs more than \$20,000 (e.g. boom truck, chipper, stump grinder) and obtain specifications about it. Explain how you would convince a boss that you need this piece of equipment (you can assume the role of a city forester or foreman for a commercial arborist company). Include all URL's

If the assignment is not completed on the due date (due at 4:00 PM) there will be a loss of 5 points; if it is not in by the following Mon class (4:00 PM) there will be a 1 point loss for each day late. By not completing it at all can result in negative points (points loss will continue until complete or end of the semester).

WIU ABSENCE POLICY: See <http://www.wiu.edu/policies/>

Attendance on dates of tests: Students who are not present at the time of an announced exam are not entitled to take the exam. If you have some conflict with the date and time of a scheduled exam, you must notify the instructor **before** the exam.

If a student is going to miss a class, it is his/her responsibility to discuss the situation with the appropriate faculty member in advance and in accordance with that faculty member's guidelines for class attendance. If documentation of the reason or reasons for absence is desired by the faculty member, the student should be informed by the faculty member what would suffice for that purpose, e.g. medical documentation, proof of court appearance, etc.

If a student needs medical documentation, (s)he should contact the proper medical source directly for whatever material is needed. Neither the Office of Student Personnel Services nor the Beu Health Clinic issue excuses for not attending class, but a student may obtain a form indicating the date and time of a completed medical appointment of the Health Center should a faculty member, for example, desire or require such evidence. If a student makes a decision not to attend a class because of a non-emergency illness or injury, e.g. sore throat, cold, sprained ankle, flu, etc., it is the responsibility of the student to discuss the absence with the faculty member should the student desire to make up any academic work missed because of the absence. Depending upon the faculty member's class attendance policy, the reasons for the absences and the student's prior record of class attendance, the faculty member may or may not grant the request to make up work that has been missed. It is emphasized that it is the individual faculty member's decision whether or not to grant the request.

The Office of Student Personnel Services will serve as a contact resource for a student in extreme / emergency cases when the student is unable to make contact with a faculty member.

WIU ASSIGNMENT AND CHEATING POLICY:

See <http://www.wiu.edu/policies/acintegrity.php>

Assignments are due on the day specified. Assignments turned in after the due date will be "docked" 10% per day. Use of unauthorized notes or aids during quizzes and tests as well as other acts of "cheating" may result in course failure.

I encourage you to obtain help if you do not understand how to do an assignment. I am available at most any time to assist you. Please see my office door for scheduling appointments. If this is not convenient, you may get someone else from the class to explain or demonstrate the task at hand. I do, however, strongly suggest that you do your own work. That is, you must physically work through the problem(s) so that you can demonstrate, when required, that you have the required competency(ies).

We often will be working in a group with your peers. It is imperative for you to each contribute equal effort.

CLASS TOBACCO PRODUCT POLICY:

See <http://www.wiu.edu/provost/students/>

In accordance with State law, there is no smoking in class or vehicles during field trips.

Chewing tobacco (and spitting chewing tobacco) in class is not permitted. Field trip participation is considered as class – NO SMOKING or use of tobacco products is permitted.

CELL PHONE POLICY: Cell phones use in class is not permitted. **In order to participate in the WIU Emergency Alert System you should have your cell phones set to vibrate.**

<http://www.wiu.edu/alertsystem/>

AMERICANS WITH DISABILITIES ACT (ADA)

In accordance with University policy and the American with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she is not legally permitted to inquire about such particular needs of students. Students who may require special assistance in emergency evacuations (i.e. fire, tornado, inc.) should contact the instructor as to the most appropriate procedures to follow n such an emergency. Contract Disability Support Services at 298-2512 for additional services. <http://www.wiu.edu/a-action/>

Official University Policy Manual: <http://www.wiu.edu/policies/>

For information on all WIU policies for students contact the above website

HIN1 VIRUS: http://www.wiu.edu/newsrelease.sphp?release_id=7448

If you have flu symptoms, STAY HOME! You will not lose your participation points if you are sick and stay home. You are given one week (1 lecture & 1 lab) sick leave without penalty.