FOR S 2319 Syllabus, Fall 2020  Instructor: Dr. Jeremy Stovall  Page 1 of 7

STEPHEN F. AUSTIN STATE UNIVERSITY

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FORS 2319-001: Dendrology, Fall 2020

Course Details
Instructor: Dr. Jeremy Stovall  Phone: (936) 468-2127
Email: stovalljp@sfasu.edu  Office: 214 Forestry
Office Hours: By appointment

Teaching Assistants: Mrs. Cassey Edwards  Email: edwardscl2@jacks.sfasu.edu

Generally I maintain an open door policy, and keep a schedule posted by my door. My desk is in the back room, so come on in if the door is open. Please feel free to stop by my office whenever. If you are coming to campus specifically to see me it would be best to make an appointment by email. I check email frequently and reply as soon as possible, within 24 hours M - F at most. Please contact me (not the TAs) regarding concerns about your grade or absences.

Class: 11:00am – 11:50am Tuesday and Thursday, Forestry 117
Lab: 1:00pm – 3:50pm Wednesday, by the rose bushes west of the Forestry Building; or
2:00pm – 4:50pm Thursday, by the rose bushes west of the Forestry Building

Course Description
FORS 2319. Dendrology - 3 semester hours, 2 hours lecture and 3 hours lab per week. Identification, distribution and silvical characteristics of angiosperms and gymnosperms. Required field trips. Course fee required.

Program Learning Outcomes
1. Demonstrate understanding and competency of forest ecology and biology;
2. Demonstrate understanding and competency in the measurement of forest resources;
3. Demonstrate understanding and competency in managing forest resources;
4. Demonstrate understanding and competency of forest resource policy, economics, and administration.
5. Demonstrate understanding and competency in oral and written communication skills.

*Items #1 - #4 above are required by the Society of American Foresters, the program’s accrediting agency.
*This is not a General Education Core Course

<table>
<thead>
<tr>
<th>B.S. Forestry Program Learning Outcomes: Proficiency Levels</th>
</tr>
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<tbody>
<tr>
<td>Fors 2319</td>
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</table>

B – Basic – course supports Program Learning Outcome by providing students with fundamental information, definitions, concepts, and lab activities relative to the expected outcomes.
I – Intermediate – course supports Program Learning Outcome by providing students with topic-specific information, concepts, applications, and lab activities that increase the students’ skills in making tactical implementation decisions relative to the expected outcomes.

Revised 08.14.2020
Student Learning Outcomes
Upon the completion of this course, successful students will:

1. Identify common native and introduced woody plant species of east Texas in the field year-round (PLO 1).
2. Describe important tree species from North America and around the world (PLO 1, 3, 4).
3. Identify unknown woody specimens using textbooks, field guides, and electronic resources (PLO 1, 2).
4. Explain how morphology (leaf, twig, flower, fruit, bark, form) varies among & within species (PLO 1, 2).
5. Organize species based on morphology or phylogeny (PLO 1).
6. Produce and deliver an organized and engaging public presentation (PLO 5).

Text and Materials
- **RECOMMENDED**: Fountain et al. *Winter Key to Deciduous Woody Plants of East Texas* (ISBN 9780934115049) *This text is cheapest if you buy it from the Forestry front office.*
- **REQUIRED**: A clip board or binder with capacity to store material out of sight.
- A hand lens for magnifying features. Lenses similar to this one work well in the field. 
- A small sharp knife.
- A hard hat.
- Appropriate clothing and boots for the field.

Course Website
Dendrology will be managed through the course website, which can be found at: [https://cutt.ly/dendrosite](https://cutt.ly/dendrosite) or [http://144.96.206.19/forestryfaculty/files/stovall/dendrology/index.php](http://144.96.206.19/forestryfaculty/files/stovall/dendrology/index.php) (googling won’t find it, unfortunately).

Lecture notes, course documents, lab documents, and grades will all be available on the site. Additionally, there are numerous study tools available, including image quizzes, scientific name quizzes, photographs of the lab specimens, links to other useful dendrology resources, past exams, and species lists for exams. We’ll review these tools in class.

Course Requirements
*In Class Exams (Midterms and Final Exam)*: Will be cumulative written tests focused primarily on the material since the last exam with fill-in-the-blank, short-answer, or essay format questions which may include drawing and labeling diagrams. Past exams and species lists are available on the course website. Unlimited pages of handwritten notes can be used on the second midterm and the final exam. There can be no computer generated material on the notes, and you must initial or sign the middle of each page in pen. You keep all your notes.

*Presentation*: This assignment will be explained in detail later in the semester. This will be a presentation on a number of species from other regions in North America. Presentation materials (powerpoint slides, handouts, etc.) will be due for everyone via email by Thursday, 10/15 at 11:00AM, regardless of when you present. Each presenter will then sign up for a meeting with me prior to their presentation do a practice run. At this point you will be allowed to make revisions to materials prior to the presentation.

*Lab Quizzes*: During labs we will intermittently stop at ‘quiz trees’. At each quiz tree the student will identify in writing the FAMILY (2 pts), GENUS (2 pts), SPECIFIC EPITHET (2 pts), and COMMON NAME (6 pts). One point will be deducted for incorrect spelling of each of the FAMILY, GENUS, or SPECIFIC EPITHET. Full credit will be given for the common name as long as it is clear to the instructor that the student knows the identity of the species (at my or the TA’s discretion). No credit will be given for excessively generic answers (e.g. only writing ‘oak’). The best common name to use to avoid confusion is always the name on the master species list that is available on the
course website. The lab big quiz will be the same as the regular quizzes except that approximately 25 specimens will be given rather than the usual 10. No new species will be taught on that day.

The number of quiz specimens may vary from week to week and from lab to lab. All specimens are equal in point value, thus each student’s grade for the lab will be determined as the number of points earned divided by the number of points possible for that student. For example, Jimmy Q. Student was quizzed on 100 specimens over the semester and earned 960 points total. Jimmy's final grade for the lab quizzes was thus [960 points earned / (12 points per specimen * 100 specimens)] = 80%. Grades will be available on the course website throughout the semester so students can monitor their progress.

**Grading Policy**

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<thead>
<tr>
<th>Item</th>
<th>Percentage</th>
<th>Percent Grade</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm 1</td>
<td>10%</td>
<td>&gt;89.44%</td>
<td>A</td>
</tr>
<tr>
<td>Midterm 2</td>
<td>10%</td>
<td>79.45 – 89.44%</td>
<td>B</td>
</tr>
<tr>
<td>Final Exam</td>
<td>15%</td>
<td>69.45 – 79.44%</td>
<td>C</td>
</tr>
<tr>
<td>Presentation</td>
<td>15%</td>
<td>59.45 – 69.44%</td>
<td>D</td>
</tr>
<tr>
<td>Lab Quizzes</td>
<td>50%</td>
<td>&lt;59.45%</td>
<td>F</td>
</tr>
<tr>
<td><strong>COURSE GRADE</strong></td>
<td><strong>100%</strong></td>
<td></td>
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</tbody>
</table>

Final course grades or individual assignment grades may be curved if deemed appropriate by the instructor. Applying a curve will not result in the lowering of any student’s grade. Additionally, bonus opportunities are offered to the entire class and will be evaluated for credit at the discretion of the instructor. A list of bonus opportunities is available on the course website. It is strongly recommended that all students complete as many bonus opportunities as possible to improve their tree identification skills.

**Attendance Policy**

Attendance is important to successfully achieve the student learning outcomes described above. Class session attendance is mandatory. Attendance will be taken within the first 5 minutes of all classroom and lab sessions. Your ability to make up a lab for an excused absence will depend on the scheduling constraints of the instructor and teaching assistant(s). We will make every reasonable attempt to accommodate you, but may not be able to.

**PLEASE MAKE EVERY EFFORT TO ATTEND ALL LABS.** Remember that a makeup lab requires approximately 3 hours of either the TA’s or my time. Unforeseen circumstances arise, but repeated abuse of the lab makeup policy for your own convenience will not be looked upon favorably, and will be detrimental to your final course grade.

It is university policy to excuse students from attendance for certain reasons. Among these are absences related to health, family emergencies, and student participation in university-sponsored events. Students are responsible for providing documentation satisfactory to the instructor for each class missed PRIOR to the absence. If the absence is excused and you have discussed it with me prior to the lab, your grade will be recorded as a 0/0 (does not affect your lab grade) if we are unable to schedule a makeup lab. If the absence is unexcused or you do not notify me prior to lab, your grade will be recorded as a 0/120ish.

**Lab Safety and Conduct Policy**

Hardhats will be worn at all times that anyone is underneath tree-cover (even if we are on campus). Appropriate clothing, including pants and boots, is required for the labs. If you are inappropriately dressed you will not be allowed to attend lab and the lab will be treated as an unexcused absence (see attendance policy above). It is at the discretion of the instructor or teaching assistant what appropriate dress for the field is. Please do not wear sandals, tennis-shoes, sneakers, crocs, flip-flops, slippers, etc. You may also require a jacket or rain gear in the winter and water in fall, as appropriate. If you have a metal clipboard, bring gloves if it is cold out. Your lab will meet every week as scheduled. If we are scheduled to go to the field, then we will go, regardless of weather conditions. Come to lab dressed appropriately. Some labs may require crossing creeks or wading in up to chest-deep water, with a greater chance we will be wading during the spring rather than fall semester.
When you are taking field quizzes, you are not allowed to have your master list of species, any other list of species, or any fact sheets out, visible, or easily accessible. This will be enforced as an attempt to cheat. Looking at another student’s quiz sheet or allowing another student to look at your quiz sheet will also be enforced as an attempt to cheat. Cheating will result in a grade of zero on the quiz for all parties involved AND AN ADDITIONAL REDUCTION IN YOUR COURSE GRADE BY ONE FULL LETTER GRADE. A second instance of cheating by a student will result in a grade of F for the entire course. Behavior during lab judged to be detrimental to learning by myself or the TA will not be tolerated, and may result in failure of that week’s quiz, dismissal from the course, or other penalties. No tobacco products of any kind may be used in lab, including vaping.

Student Academic Dishonesty Policy (4.1)
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism. Definition of Academic Dishonesty: Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one’s paper without giving the author due credit. Please read the complete policy at http://www.sfasu.edu/policies/4.1-student-academic-dishonesty.pdf

Course Grades Policy (5.5)
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. Please read the complete policy at http://www.sfasu.edu/policies/5.5-course-grades.pdf

Academic Accommodation for Students with Disabilities Policy (6.1)
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilitieservices/

Responsible Use of Technology
It is expected that all students will only use cell phones, PDAs, laptop computers, MP3 players and other technology outside of class time or when appropriate in class. Answering a cell phone, texting, listening to music or using a laptop computer for matters unrelated to the course may be grounds for dismissal from class or other penalties.

Acceptable Student Behavior
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy 10.4). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed. Please read the complete policy at http://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf

Revised 08.14.2020
# Tentative Schedule***

<table>
<thead>
<tr>
<th>WEEK</th>
<th>DATE</th>
<th>DAY</th>
<th>Lecture</th>
<th>Lab</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>25-Aug</td>
<td>Tue</td>
<td>1 Intro to Dendrology</td>
<td>Lab 1: On Campus (No Quiz)</td>
</tr>
<tr>
<td></td>
<td>27-Aug</td>
<td>Thur</td>
<td>2 Online Dendro Resources*</td>
<td>Intro to Range of Woody Species</td>
</tr>
<tr>
<td>2</td>
<td>1-Sep</td>
<td>Tue</td>
<td>3 Anatomy / Morphology I **</td>
<td>Lab 2: On Campus (Quiz #1)</td>
</tr>
<tr>
<td></td>
<td>3-Sep</td>
<td>Thur</td>
<td>4 Anatomy / Morphology II</td>
<td>Mostly Common Natives</td>
</tr>
<tr>
<td>3</td>
<td>8-Sep</td>
<td>Tue</td>
<td>5 Taxonomy</td>
<td>Lab 3: On Campus (Quiz #2)</td>
</tr>
<tr>
<td></td>
<td>10-Sep</td>
<td>Thur</td>
<td>6 Online Keys 1*</td>
<td>Invasives, Prickly Species, Hollies</td>
</tr>
<tr>
<td>4</td>
<td>15-Sep</td>
<td>Tue</td>
<td>7 Keying Unknowns 1**</td>
<td>Lab 4: Airport Woodlot (Quiz #3)</td>
</tr>
<tr>
<td></td>
<td>17-Sep</td>
<td>Thur</td>
<td>8 Keying Unknowns 2**</td>
<td>Common Natives</td>
</tr>
<tr>
<td>5</td>
<td>22-Sep</td>
<td>Tue</td>
<td>MIDTERM EXAM 1</td>
<td>Lab 5: Experimental Forest (Quiz #4)</td>
</tr>
<tr>
<td></td>
<td>24-Sep</td>
<td>Thur</td>
<td>9 Creating Keys*</td>
<td>Common Bottomland and Mesic Species</td>
</tr>
<tr>
<td>6</td>
<td>29-Sep</td>
<td>Tue</td>
<td>10 Cover Types</td>
<td>Lab 6: Battery Place (Quiz #5)</td>
</tr>
<tr>
<td></td>
<td>1-Oct</td>
<td>Thur</td>
<td>11 Trees of Australia</td>
<td>Common Xeric Site Species</td>
</tr>
<tr>
<td>7</td>
<td>6-Oct</td>
<td>Tue</td>
<td>12 Trees of South America</td>
<td>Lab 7: Tonkowa (Quiz #6)</td>
</tr>
<tr>
<td></td>
<td>8-Oct</td>
<td>Thur</td>
<td>13 Trees of Africa</td>
<td>Bay-Gall Species</td>
</tr>
<tr>
<td>8</td>
<td>13-Oct</td>
<td>Tue</td>
<td>14 Trees of Europe</td>
<td>Lab 8: Maroney Park (Quiz #7)</td>
</tr>
<tr>
<td></td>
<td>15-Oct</td>
<td>Thur</td>
<td>15 Trees of Asia</td>
<td>Mostly Vines</td>
</tr>
<tr>
<td>9</td>
<td>20-Oct</td>
<td>Tue</td>
<td>MIDTERM EXAM 2</td>
<td>Lab 9: Tram Road (Quiz #8)</td>
</tr>
<tr>
<td></td>
<td>22-Oct</td>
<td>Thur</td>
<td>Presentation Day 1</td>
<td>Slough and Mesic Species</td>
</tr>
<tr>
<td>10</td>
<td>27-Oct</td>
<td>Tue</td>
<td>Presentation Day 2</td>
<td>Lab 10: PNPC On Campus (Quiz #9)</td>
</tr>
<tr>
<td></td>
<td>29-Oct</td>
<td>Thur</td>
<td>Presentation Day 3</td>
<td>Natives Not Common to Nac County</td>
</tr>
<tr>
<td>11</td>
<td>3-Nov</td>
<td>Tue</td>
<td>Presentation Day 4</td>
<td>Lab 11: On Campus (Quiz #10)</td>
</tr>
<tr>
<td></td>
<td>5-Nov</td>
<td>Thur</td>
<td>Presentation Day 5</td>
<td>Mostly Introduced Ornamentals</td>
</tr>
<tr>
<td>12</td>
<td>10-Nov</td>
<td>Tue</td>
<td>Presentation Day 6</td>
<td>Lab 12: Lake Nac Park (Quiz #11)</td>
</tr>
<tr>
<td></td>
<td>12-Nov</td>
<td>Thur</td>
<td>Presentation Day 7</td>
<td>Wrap-up and Review</td>
</tr>
<tr>
<td>13</td>
<td>17-Nov</td>
<td>Tue</td>
<td>Presentation Day 8</td>
<td>LAB BIG QUIZ</td>
</tr>
<tr>
<td></td>
<td>19-Nov</td>
<td>Thur</td>
<td>Presentation Day 9</td>
<td>No new species taught</td>
</tr>
<tr>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>FINAL EXAM</td>
<td>NO LABS</td>
</tr>
</tbody>
</table>

*Class will livestream via Zoom these days. You will need access to a computer or device with internet access to complete the days exercise.  **Bring textbooks to class

***This schedule (including lab locations) is subject to change without notice. However, I will notify you in class and by email as soon as possible of any changes to 1) exam dates, 2) presentation dates, or 3) assignment due dates.

Lab 5 may involve wading in knee deep water. Lab 7 will involve crossing several small (i.e. knee deep) creeks and walking in a muddy bog. Lab 9 may involve wading in up to chest deep water. Please come prepared.
COVID-19 SYLLABUS ADDENDUM: 08.14.2020

COURSE LOGISTICS AND COVID
Generally I try to be very organized in my approach to courses. However, it seems probable that this semester will change substantially one or more times this semester due to COVID and the University’s response to the pandemic. We will need to be flexible to meet our learning objectives for the semester. I will do my best to clearly communicate any changes made to the course to you as soon as possible. I will update this syllabus as needed using dated addenda. This addendum supersedes anything in the first 5 pages of this syllabus. Any future dated addenda will supersede any older addenda. I will try to strike-through text that is no longer relevant, so you can see where we started, where we are now, and where we are going. If you have any questions, concerns, or suggestions for the course, please let me know.

COVID-19 MASK POLICY
Masks (cloth face coverings) must be worn over the nose and mouth at all times in class and lab. Appropriate physical distancing must be observed, except when traveling to and from labs. Students not wearing a mask and/or not observing appropriate physical distancing will be asked to correct their behavior, and can be asked to leave the class or lab upon failure to do so. All uncorrected incidents of not wearing a mask and/or not observing appropriate physical distancing will be reported to the Office of Student Rights and Responsibilities. Students who are reported for multiple infractions of not wearing a mask and/or not observing appropriate physical distancing may be subject to disciplinary actions.

COVID-19 CLASSROOM POLICY
Please be cognizant of maintaining physical distancing in the classroom. Seating will not be assigned, and will be first-come-first-serve. At the conclusion of class, we will leave the classroom beginning with the students closest to the door, and concluding with the students furthest from the door. Please be respectful of your classmates and the short times between classes, and move quickly. It is recommended you bring your own cleaning products to clean your desk area before and after class. It is recommended you bring your own hand sanitizer.

LAB TRAVEL
On campus labs identified as such on the syllabus will be accessed by walking at appropriate physical distances from one another. Labs will meet outdoors, near the train between the forestry building and forestry lab building. Labs requiring vehicle travel will be accomplished by ATCOFA motorpool vehicles (mostly vans). Students are not permitted to drive personal vehicles to labs, as there is insufficient parking available at lab locations. Forehead temperatures will be checked prior to entering a van, and students with temperatures of 100.0°F or greater will not be permitted to attend. In this case the lab absence will be treated as EXCUSED. Vans will be cleaned prior to each trip. Face coverings are required in the vehicles at all times, meaning no eating or drinking will be permitted in the vehicles.

ZOOM MEETINGS
All Zoom meetings, including classes, labs, and office hours as necessary, will use the same Zoom meeting information immediately below. At this time, only lectures 2, 6, and 9 are planned for livestreaming via Zoom. If you would prefer to meet with me via Zoom rather than face-to-face for office hours at any point this semester, we can schedule a time and use the same Zoom meeting.

Meeting ID: 989 8152 7290       Passcode: 102213       Short Link: https://cutt.ly/dendro
Long Link: https://sfasu.zoom.us/j/98981527290?pwd=QlNOdGJvczB2VFNaZk1FM1BYbX8xQT09

Revised 08.14.2020
It is expected that all participants in Zoom meetings will have their cameras on and microphone muted. It is difficult to do a good job teaching via livestream to a screen full of blank squares, as I cannot gauge your reactions to what we are learning. You will be able to unmute your microphone if you wish to speak or ask a question, and may use the hand raise feature in your participant window if you prefer. The chat feed will be disabled to minimize distractions, but I will have email open if you wish to email me a question/comment during a class session. Please treat Zoom just like you would the classroom in terms of your attire and behavior. I understand we all have different technology setups and challenges, and that COVID has presented many of us with living space and other challenges. Pets, children, roommates, etc. appearing in your Zoom feed are not a problem, although do what you realistically can in your situation to minimize distractions. Although it is not required, do your best to keep your camera on.

I absolutely do not want to discourage you from asking questions, but please keep in mind the number of students in the course and the challenges of keeping a class moving via the Zoom livestream format. If you have a question or comment that may be specific to you or tangential, I would be happy to discuss it with you before or after class, or during office hours. If your question or comment is directly related to what we are covering, please contribute.

**COURSE RESOURCES**

Most or all course documents will be posted on the course website (google SFA Dendro), not on D2L Brightspace. We may use Brightspace for submitting assignments, quizzes and exams, or other course activities depending on how COVID impacts our course modality this semester. These changes will be announced by the instructor via email.

**FINAL EXAM**

The final exam will be completed on Brightspace at a time announced in advance by the instructor. Students will be required to use a computer (not a phone or tablet) with the Google Chrome browser and Proctorio browser extension installed. Proctorio is proctoring software intended to encourage academic honesty during exams. Further details and support will be provided by the instructor.

**EMAIL**

It is always important to check your SFA Jacks email account. This semester it is even more important. Please check it daily, or set it up to forward to an email account you do check daily. Brightspace email and your SFA Jacks email account are completely separate. I do not use Brightspace email, but do have it configured to forward to my SFA email account. Thus, if you email me from Brightspace, I will receive your email and will reply to your SFA Jacks account, not within Brightspace.