Forestry Seminar
FORS 3109.001
Spring 2024
COURSE SYLLABUS
Lecture Meeting Place: FORL 103
Lecture Meeting Time: Monday 4:00-5:15

Professor: Matthew McBroom, Ph.D, C.F.
Office: FORL 104 or FORS 112
Phone: 468-2313
Email: mcbroommatth@sfasu.edu
Office Hours: MW 9:00-11:00; T TH 9:00-10:00; Others by Appointment
Class Schedule: TR 8:00-8:50 – Lecture, Forest Hydrology
             M 4:00-5:15 – Forestry Seminar
             TR 11:00-11:50 – Lecture, Environmental Hydrology
             T 12:30-3:20 – Lab, Forest Hydrology
             R 12:30-3:20 – Lab, Environmental Hydrology

COURSE DESCRIPTION
FORS 3109 – Forestry Seminar. 1 semester hour. This course focuses on developing professionalism in forestry careers. Presentation and interviewing skills are emphasized. Professional leadership, career development, presence and ethical conduct are also covered.

Prerequisite: Completion of Forestry Field Station or permission of instructor

Required Textbooks/Supplemental References: Supplied by Instructor

Program Learning Outcomes (This is not a general education course): Forestry 3109 is one of the forestry core courses required of all forestry majors and thus competency is required. A minimum grade of a “C” must be attained or the course will have to be repeated. The course is designed to address the following Program Learning Outcomes, as given in the BSF Program Matrix:
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.

The above PLOs are also recognized as vital components by the Society of American Foresters, the program’s accrediting agency.
B.S. Forestry Program Learning Outcomes

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FORS 3109</td>
<td>I</td>
<td>B</td>
<td>I</td>
<td>A</td>
<td>A</td>
</tr>
</tbody>
</table>

1. A – Advanced – FORS 3109 supports Program Learning Outcome by providing students with transitional, high level topic-specific information, activities, and opportunities that enable the students to apply their critical thinking and tactical skills to resolved increasingly challenging strategic situations.

**Student Learning Outcomes**: Upon successful completion of this course, the student will:

Demonstrate and the ability to develop a professional resume and cover letter, and understand basic job interviewing skills (PLO #5);

Understand how to apply basic leadership in professional forestry careers (PLO #1, 2, 3);

Understand how to integrate forest resources administration into professional and ethical conduct in forestry careers (PLO #4);

Demonstrate competency in oral and written communication skills (PLO #5).

**Tentative Forestry 3109 Lecture Schedule, Spring 2024.**

<table>
<thead>
<tr>
<th>Lecture</th>
<th>Week</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/22</td>
<td>1</td>
<td>Introduction and course overview, icebreaker</td>
</tr>
<tr>
<td>1/29</td>
<td>2</td>
<td>Professionalism in forestry, what it is and why it matters</td>
</tr>
<tr>
<td>2/5</td>
<td>3</td>
<td>Resume and cover letter writing, pivoting knowledge, skills, and abilities into the position description</td>
</tr>
<tr>
<td>2/12</td>
<td>4</td>
<td>What is graduate school and should I go? (Career Fair 2/15)</td>
</tr>
<tr>
<td>2/19</td>
<td>5</td>
<td>Professional interview pointers and pitfalls (Joey Garza)</td>
</tr>
<tr>
<td>2/26</td>
<td>6</td>
<td>Mock interviews</td>
</tr>
<tr>
<td>3/4</td>
<td>7</td>
<td>Mock interviews</td>
</tr>
<tr>
<td>3/11</td>
<td>8</td>
<td><strong>Spring Break</strong></td>
</tr>
<tr>
<td>3/18</td>
<td>9</td>
<td>Mock interviews</td>
</tr>
<tr>
<td>3/25</td>
<td>10</td>
<td>Professional ethics in the forestry career</td>
</tr>
<tr>
<td>4/1</td>
<td>11</td>
<td>Professional ethics in the forestry career</td>
</tr>
<tr>
<td>4/8</td>
<td>12</td>
<td>**Business Dining Etiquette Seminar (3:30 to 7pm) Student Center, Multimedia Room, Business Dress)</td>
</tr>
<tr>
<td>4/15</td>
<td>13</td>
<td>Appropriate professional workplace deportment</td>
</tr>
<tr>
<td>4/22</td>
<td>14</td>
<td>Leadership and supervisory pointers and pitfalls</td>
</tr>
<tr>
<td>4/29</td>
<td>15</td>
<td>Pathways for continued professional development</td>
</tr>
<tr>
<td>5/6</td>
<td>16</td>
<td>Final exam</td>
</tr>
</tbody>
</table>

Lecture schedule is subject to revision.

**Responsible Use of Technology**

It is expected that all students will only use mobile phones, laptop computers, earbuds/headphones and other technology outside of class time. Answering a phone, texting, listening to music or using electronic devices for any matter unrelated to the course may be grounds for dismissal from class or other penalties including confiscation of device during class time. Unprofessional use of technology during the class will result in a deduction of the participation and professionalism portion of the grade.
COURSE EVALUATION

Course Grades: Final course grades will be assigned as follows:
- Professional Resume and Cover Letter, 100 points.
- Presentation and Interview, 100 points.
- Ethics Case Study Paper, 100 points
- Reflective writing assignment, 100 points
- Participation/Professionalism, 100 points
- Final Exam, 100 points

Final course grades will be assigned as follows:
- A – Student earns 90-100% of possible points.
- B – Student earns 80-89% of possible points.
- C – Student earns 70-79% of possible points.
- D – Student earns 60-69% of possible points.
- F – Student earns 59% or less of possible points.

Mail: Please check your SFA email account regularly. Email will be an official tool for communicating the important reminders, announcements, and further assignment directions. You can forward your SFA account to your preferred email address.

Attendance: Course attendance is required. Lectures will start promptly at their assigned times. Tardiness is unprofessional and will not be tolerated. Unexcused absences will result in a zero grade for exercises. Excused absences include participation in University-sponsored events, health problems, or family emergencies. Documentation for excused absences must be provided. Notification of planned excused absences should be provided. Make-up work will be accepted for a maximum of 2 weeks following an excused absence. http://www.sfasu.edu/policies/class-attendance-6.7.pdf

Student Academic Dishonesty Policy (4.1)
The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities.

Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements.
Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

**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/course-grades-5.5.pdf](http://www.sfasu.edu/policies/course-grades-5.5.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/disabilityservices/](http://www.sfasu.edu/disabilityservices/)

**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](http://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf)