FOR 120: Preparing for a Career in Forestry
Spring 2023, 1 credit

Instructor on Record: Dr. Holly Petrillo
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Email: hpetrill@uwsp.edu
Office Hours: Mondays 3-4pm, Thursdays 11am-12pm, or by appointment
Class Time & Room: Mondays 10:00 – 10:50 AM, CCC 321

Forestry Faculty & Staff

Dr. Laura Anderson McIntyre, TNR 365, landerso@uwsp.edu

Dr. Michael Demchik, TNR 246, mdemchik@uwsp.edu

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Dr. Melinda Vokoun, TNR 376, mvokoun@uwsp.edu

Dr. Les Werner, TNR 374, lwerner@uwsp.edu

Course Description:
Provides background on careers in the fields of forestry (ecosystem restoration and management, forest management, forest recreation, urban and community forestry). Provides information on professional development; guidance on development of a professional portfolio and development of an effective program of study. Provides exposure to internships, research opportunities, and professional societies.

Learning Outcomes:
> By the end of the course, students will be able to:
> 1. Describe the most common career paths for students graduating with a forestry degree;
> 2. Create a career plan that details the steps needed to facilitate placement in the student's career of choice;
> 3. Demonstrate appropriate basic field skills that include safety protocols and situational awareness as needed across the forestry profession; and
> 4. Effectively use resources to plan their academic program and track progress.

Grades:

Activity/Assignment	Points	%
Attend a student chapter of forestry-affiliated professional society meeting	50	12.5
Attend CNR career fair event	50	12.5
Peer evaluation of resume and cover letter	50	12.5
Meeting with your faculty mentor	50	12.5
Summer job application: Resume and cover letter	100	25
Development of a career plan	100	25
Total	400	100

This is a pass/fail course, however, a total minimum score of 70% must be obtained to pass the class.

CANVAS:

We will be using the Course Management System, Canvas. Canvas login, support information, and training opportunities are available at www.uwsp.edu/canvas.   Lecture powerpoints, readings, grades, announcements, and all other course information will be posted on our course Canvas page.

FOR 120 Tentative Schedule Spring 2023

Date	Topic	Instructor	Assignment
Jan 23	Meet the Forestry Faculty; Course Introduction	Forestry Faculty	
Jan 30	Internships and summer jobs - resume, cover letter	Dr. Melinda Vokoun	Summer job application – resume, cover letter assignment
Feb 6	Career path in Forestry – Major, Minors, certifications, FOR 449 **Career Fair is Feb 7**	Dr. Melinda Vokoun	
Feb 13	Long-term career planning	Lee Burke, ACAC	Gap Analysis/ Career plan
Feb 20	AccesSPoint, DPRs, etc.; Peer evaluation of resume and cover letter	CNR SSC; Dr. Holly Petrillo	
Feb 27	Career path: Public forest management	Dr. Paul Doruska	
Mar 6	Career path: Forest recreation	Dr. Laura Anderson McIntyre	
Mar 13	Graduate School considerations	Austin Yantes, others	Resume & cover letter due; meet with your faculty mentor before spring break
	SPRING BREAK		
Mar 27	Professional organizations and involvement in student groups	Dr. Holly Petrillo	
Apr 3	Career path: Ecosystem restoration and Management	Dr. Michael Demchik	
Apr 10	Career path: Fire ecology & management	Dr. Mike Tiller	
Apr 17	Career path: Private forest management	Dr. Michael Demchik	
Apr 24	Career path: Urban and community forestry	Dr. Rich Hauer	
May 1	Professionalism, communication in natural resources	DCA, others	
May 8	Wisconsin Forestry Center	WFC Staff	GAP analysis/ Career plan due

University of Wisconsin Stevens Point College of Natural Resources-Principles of Professionalism

The College of Natural Resources at the University of Wisconsin – Stevens Point prepares students for success as professionals in many fields. As a professional, there are expectations of attainment of several personal characteristics. These include:

Integrity

Integrity refers to adherence to consistent moral and ethical principles. A person with integrity is honest and treats others fairly.

Collegiality

Collegiality is a cooperative relationship. By being collegial you are respecting our shared commitment to student education through cooperative interaction. This applies to all involved in the process: students, staff, faculty, administration and involved community members. You take collective responsibility for the work performed together, helping the group attain its goals.

Civility

Civility refers to politeness and courtesy in your interactions with others. Being civil requires that you consider the thoughts and conclusions of others and engage in thoughtful, constructive discussion to express your own thoughts and opinions.

Inclusivity

Inclusivity requires you to be aware that perspective and culture will control how communication is understood by others. While many values are shared, some are quite different. These differences in values should be both considered and respected.

Timeliness

Timeliness is the habit of performance of tasks and activities, planned in a way that allows you to meet deadlines. This increases workplace efficiency and demonstrates respect for others' time.

Respect for Property

Respect for property is the appreciation of the economic or personal value an item maintains. Maintaining this respect can both reduce costs (increase the operable life of supplies and equipment) as well as demonstrate respect for others rights.

Communication

Professional norms in communication require that you demonstrate the value of your colleagues, students, professors or others. The use of appropriate tone and vocabulary is expected across all forms of communication, whether that communication takes place face to face, in writing or electronically.

Commitment to Quality

Quality is the ability to meet or exceed expectations. By having a commitment to quality, we intend to provide a learning environment that is conducive to learning. Intrinsic to this commitment to quality is defining expectation (committed to in a syllabus through learning outcomes), implementation (with quality control in place) and assessment (where meeting of learning outcomes is determined).

Commitment to Learning

Learning is a lifelong process. By being committed to learning you are providing a model for all to follow. This model is not only professor to student but involves all combinations of people within our university and broader community

Adherence to this compact is required of the faculty and staff of the College of Natural Resources and of all students enrolled in College of Natural Resources courses.

UWSP COMMUNITY RIGHTS AND RESPONSIBILITIES

Professionalism Statement

Students in the College of Natural Resources are pursuing courses of study that prepare them for careers as natural resources professionals. Thus, CNR students and faculty/staff are expected to exhibit conduct and attitudes appropriate to professionals. Conduct and attitudes appropriate for professionals include, but are not restricted to,

1. The UWSP Student Rights and Responsibilities are available via: www.uwsp.edu/centers/rights
2. Attitudes appropriate for resource professionals of the 21st Century:
   a. Respect for others and for their ideas;
   b. Appreciation for ethnic and gender diversity in the workplace;
   c. Sensitivity to environmental quality;
   d. Adherence to professional ethics, e.g. the Society of American Foresters Code of Ethics and other professional organization's codes of ethics.
Therefore, academic misconduct will not be tolerated.

UWSP values a safe, honest, and respectful learning environment. To ensure that each student has the opportunity to succeed, the University has developed a set of expectations for all students and instructors called the *Rights and Responsibilities* document, which can be found below and at http://www.uwsp.edu/stuaffairs/Pages/rightsandresponsibilities.aspx:

UWSP 14.03 ACADEMIC MISCONDUCT SUBJECT TO DISCIPLINARY ACTION.

(1.) Academic misconduct is an act in which a student:
(a) Seeks to claim credit for the work or efforts of another without authorization or citation;
(b) Uses unauthorized materials or fabricated data in any academic exercise;
(c) Forges or falsifies academic documents or records;
(d) Intentionally impedes or damages the academic work of others;
(e) Engages in conduct aimed at making false representation of a student's academic performance;
or
(f) Assists other students in any of these acts.
(g) Violates electronic communication policies or standards as agreed upon when logging on initially (See uwsp.edu/it/policy).
(2) Examples of academic misconduct include, but are not limited to: cheating on an examination; collaborating with others in work to be presented, contrary to the stated rules of the course; submitting a paper or assignment as one's own work when a part or all of the paper or assignment is the work of another; submitting a paper or assignment that contains ideas or research of others without appropriately identifying the sources of those ideas; stealing examinations or course materials; submitting, if contrary to the rules of a course, work previously presented in another course; tampering with the laboratory experiment or computer program of another student; knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.

UWSP 14.04 DISCIPLINARY SANCTIONS.
(1) The following are the disciplinary sanctions that may be imposed for academic misconduct in accordance with the procedures of s. UWSP 14.05, 14.06 or 14.07:
(a) An oral reprimand;
(b) A written reprimand presented only to the student;
(c) An assignment to repeat the work, to be graded on its merits;
(d) A lower or failing grade on the particular assignment or test;
(e) A lower grade in the course;

(f) A failing grade in the course;
(g) Removal of the student from the course in progress;
(h) A written reprimand to be included in the student's disciplinary file;
(i) Disciplinary probation; or
(j) Suspension or expulsion from the university.

(2) One or more of the disciplinary sanctions listed in sub. (1) may be imposed for an incident of academic misconduct.

Forestry Anti-harassment Statement

Introduction
In adopting this statement, the forestry discipline within the College of Natural Resources (CNR), at the University of Wisconsin-Stevens Point (UWSP) has expectations for professional behavior of its students, staff, faculty, and other associated parties. Anyone who has a reasonable belief that they, or another student, staff, faculty or guest, have been the victim of harassment, bullying, or discrimination, or any other violation in the statement herein, are encouraged and expected to report the conduct. See reporting options and guidelines at the end of this document.

The forestry discipline within the College of Natural Resources is committed to creating a safe, inclusive, <u>and</u> professional environment. The forestry discipline operates under the UWSP harassment, discrimination, and retaliation prevention guidelines, copied here:
"The University of Wisconsin-Stevens Point (UWSP) is committed to fostering an environment that is safe, respectful, and inclusive to all and to educate all employees on these important issues. In addition, we are obligated, under Regent policy and federal regulations, to ensure our employees are informed on the issues of unlawful discrimination, harassment, and sexual violence."

Statement
The forestry discipline, following the lead of the Society of American Foresters which accredits the B.S. forestry degree, believes we all have a responsibility in creating a safe, inclusive, professional environment in all forestry-related activities and events. All forms of discrimination, harassment, and bullying are prohibited. This applies to all participants in all settings (online and in-person) and locations (on- and off-campus) where forestry classes and associated activities are conducted, including student organization events and activities, committee meetings, workshops, conferences, and other work and social functions where employees, volunteers, sponsors, vendors, or guests are present.

Discrimination is prejudicial treatment of individuals or groups of people based on their race, color, creed, religion, age, sex, sexual orientation, gender identity or expression, national origin, ethnicity, ancestry, disability, pregnancy, marital or parental status, veteran status, or any other category protected by law.

Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that creates an intimidating, hostile, or offensive environment. Sexual harassment constitutes discrimination and is illegal under federal, state, and local laws.

Bullying is unwelcome, aggressive behavior involving the use of influence, threat, intimidation, ridicule, hazing or coercion to dominate others in the professional environment. Bullying behavior may go beyond characteristics protected by applicable laws, including but not limited to, political views, dress, or other outward physical appearances.

Other types of harassment include any verbal or physical conduct directed at individuals or groups of people because of their race, ethnicity, color, national origin, sex, sexual orientation, gender identity, age, religion, disability, veteran status, or any other characteristic protected by applicable laws, that creates an intimidating, hostile, or offensive environment.

The following list, while not exhaustive, includes examples of unacceptable behavior: slurs, jokes, threats, or derogatory comments relating to the characteristics noted above. Examples of inappropriate physical harassment that violate this statement include, but are not limited to: assault, unwanted touching, or impeding or blocking movement. In addition, no individual may be denied admission to, or participation in or the benefits of, any UWSP-associated events. Similarly, the display or circulation of derogatory or demeaning posters, cards, cartoons, emails, texts, videos, and graffiti which relate to characteristics noted above violate this statement.

Reporting
Students, staff, faculty, or guests associated with Forestry-related programming who experience or witness incidents of harassment are strongly encouraged to report the incident. The Forestry discipline strongly urges the prompt reporting of complaints or concerns so that rapid and constructive action can be taken. Reporting can be done online or in person, to a faculty or staff member, and/or the UWSP Dean of Students. Anonymous reporting is available.

The UWSP Title IX Website is the home for all information related to harassment and discrimination, including reporting options, student and employee resources, and information about what happens after a report is submitted:
https://www.uwsp.edu/titleix/Pages/default.aspx

Society of American Foresters Code of Ethics
Preamble
Service to society is the cornerstone of any profession. The profession of forestry serves society by fostering stewardship of the world's forests. Because forests provide valuable resources and perform critical ecological functions, they are vital to the wellbeing of both society and the biosphere.

Members of SAF have a deep and enduring love for the land, and are inspired by the profession's historic traditions, such as Gifford Pinchot's utilitarianism and Aldo Leopold's ecological conscience. In their various roles as practitioners, teachers, researchers, advisers, and administrators, foresters seek to sustain and protect a variety of forest uses and attributes, such as aesthetic values, air and water quality, biodiversity, recreation, timber production, and wildlife habitat.

The purpose of this Code of Ethics is to protect and serve society by inspiring, guiding, and governing members in the conduct of their professional lives. Compliance with the code demonstrates members' respect for the land and their commitment to the long-term management of ecosystems, and ensures just and honorable professional and human relationships, mutual confidence and respect, and competent service to society.

On joining the SAF, members assume a special responsibility to the profession and to society by promising to uphold and abide by the following:

Principles and Pledges
1. Foresters have a responsibility to manage land for both current and future generations. We pledge to practice and advocate management that will maintain the long-term capacity of the land to provide the variety of materials, uses, and values desired by landowners and society.

2. Society must respect forest landowners' rights and correspondingly, landowners have a land stewardship responsibility to society. We pledge to practice and advocate forest management in accordance with landowner objectives and professional standards, and to advise landowners of the consequences of deviating from such standards.

3. Sound science is the foundation of the forestry profession. We pledge to strive for continuous improvement of our methods and our personal knowledge and skills; to perform only those services for which we are qualified; and in the biological, physical, and social sciences to use the most appropriate data, methods, and technology.

4. Public policy related to forests must be based on both scientific principles and societal values. We pledge to use our knowledge and skills to help formulate sound forest policies and laws; to challenge and correct untrue statements about forestry; and to foster dialogue among foresters, other professionals, landowners, and the public regarding forest policies.

5. Honest and open communication, coupled with respect for information given in confidence, is essential to good service. We pledge to always present, to the best of our ability, accurate and complete information; to indicate on whose behalf any public statements are made; to fully disclose and resolve any existing or potential conflicts of interest; and to keep proprietary information confidential unless the appropriate person authorizes its disclosure.

6. Professional and civic behavior must be based on honesty, fairness, good will, and respect for the law. We pledge to conduct ourselves in a civil and dignified manner; to respect the needs, contributions, and viewpoints of others; and to give due credit to others for their methods, ideas, or assistance.

Required Statement on Emergency Preparedness:

In the event of a medical emergency, call 911 or use red emergency phone located outside Rm151 or 172 on the first floor; 2nd floor between Rms 252 and 255 or between Rms 219 and 221 (on other side of hall); 3rd floor by Rms 320 or 358. Offer assistance if trained and willing to do so. Guide emergency responders to victim.

In the event of a tornado warning and on the 3rd floor proceed to the southern hallways on the 1st or 2nd floors, away from the windows. Those are appropriate shelters.

In the event of a fire alarm, evacuate the building in a calm manner. Meet at the northwest corner of parking lot E. Notify instructor or emergency command personnel of any missing individuals.

Active Shooter – Run/Escape, Hide, Fight. If trapped hide, lock doors, turn off lights, spread out and remain quiet. Follow instructions of emergency responders.

See UW-Stevens Point Emergency Management Plan at www.uwsp.edu/rmgt for details on all emergency response at UW-Stevens Point.

Students with Disabilities
The university has a legal responsibility to provide accommodations and program access as mandated by Section 504 and the Americans with Disabilities Act (ADA). The university's philosophy is to not only provide what is mandated, but also convey its genuine concern for one's total well-being. If accommodations are needed, please contact the instructor as well as the Disability Resource Center, CCC 108, voice (715) 346-3365 or TDD (715) 346-3362.

Canvas and technology support
This course uses Canvas, which can be accessed via a launch portal at https://www.uwsp.edu/canvas. Help in Canvas is available at the bottom of the launch portal, and through the "Help" menu within Canvas. A student orientation / training course is available for self registration at https://uws.instructure.com/enroll/FNRAL8.

Assignment completion and late work policy
Please be sure to pay close attention to deadlines; assignments must be submitted by the given deadline or special permission must be requested from instructor before the due date. Extensions will not be given except under extreme circumstances. A deduction of 10% per day will be applied on Late submissions.

Understand When You May Drop This Course
It is the student's responsibility to understand when they need to consider unenrolling from a course. Refer to the UWSP Academic Calendar for dates and deadlines for registration. After this period, a serious and compelling reason is required to drop from the course. Serious and compelling reasons includes: (1) documented and significant change in work hours, leaving student unable to attend class, or (2) documented and severe physical/mental illness/injury to the student or student's family.

Incomplete Policy
Under emergency/special circumstances, students may petition for an incomplete grade. An incomplete will only be assigned under extenuating circumstances. All incomplete course assignments must be completed within deadline given by the instructor.