

# ABC Tree Stewards Syllabus

## Instructor Information

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Office Hours will be by request, please reach out via email and we will respond to communications within 24 hours on weekdays.

## Course Information

Urban Forestry: NM Volunteer Tree Stewards Program

July 29th - October 29, 2024

## Course Description

The training uses both online programming and local tree people to support and mentor your learning. It will include tree anatomy; and a lot about what humans do that helps and hurts a tree and why. You will learn how to correctly plant a tree and effectively water and appropriately prune it. How to identify the different trees in your community, what they have in common, and how their needs may differ. And much more. We intend for you to become connected to the people supporting your community's urban forest, that you become a resource to them, and that you become part of the statewide urban forestry network.

## Textbooks and Materials

There are no required textbooks. Links to videos, articles, and excerpts along with many support resources will be provided.

## Course Delivery Method

Online and asynchronous course delivered in Canvas.

This is not a self-paced course.

## Course Organization

This course is organized using modules in the Canvas learning platform. All activities, assignments, and assessments can be accessed from the weekly modules provided in Canvas. The scheduling of labs and other in-person activities are also identified within the Canvas modules.

## Hours of Engagement

Activity	Calculation	Total Hours
<b>Required Readings</b>	1hr per week x 12 weeks	12
<b>Videos</b>	Average 1 hour per week x 12 weeks	12
<b>Discussion boards</b>	<1hr per week x 12 Discussion posts	12
<b>Assignments</b>	11 assignments x 1hr each	11
<b>Pre/Post Quizzes</b>	12 pre and post quizzes x 0.5hr each	6
<b>Final Exam</b>	1 Final Exam (online) x ~1hr <b>plus</b> 1 Oral Exit Review (in-person) x 1.5hr	2.5
<b>Total</b>		55.5

## Course Learning Outcomes

By the end of this course, you will be able to:

- Articulate the benefits, challenges, and needs of a local community forest.
- Demonstrate knowledge of a NM Tree Steward's Roles and Responsibilities in and out of the field.
- Identify the components of a tree's anatomy, physiology, and biological functions and what you can do to support a tree's well-being.
- Distinguish between common tree species in New Mexico, what trees are considered undesirable and why, and know what trees are on the "Climate Ready Trees" list for each region.
- Prescribe possible solutions to common tree issues.
- Develop and maintain a working relationship with a local liaison(s) in support of your community's urban forest.
- Develop and maintain ongoing communications with the larger community of volunteer NM Tree Stewards and the network of "tree people" that support them.
- Communicate information about trees to others including a public audience.

## Technology Requirements

### Minimum Technology Requirements

- Stable internet connection
- Email address
- Typing capabilities on your chosen device

Note: Canvas does not fully support mobile devices; while there is a free Canvas mobile app available through iTunes/Play store, a lot of functionality is unavailable when using a mobile

phone. When you take this course, it is assumed you have access to a computer or laptop for full access and functionality in this course.

## **Required Technical Skills**

Taking an online course requires technical skills as well as other soft skills. However, at a minimum you will need to meet certain technology responsibilities to complete work for this course. If you have questions about technical requirements for the course, please contact me immediately.

To begin in this course, you must:

- Be able to obtain access to an internet connection, preferably broadband, and a working computer for the duration of this course.
- Be able to conduct research searches on the Internet.
- Be able to send and receive emails and email attachments in and out of class.
- Be able to learn how to navigate through Canvas.
- Be able to maintain backups of all work you create for this course.

## **Communication Expectations**

### **Email Communications**

Please be responsive and attentive to your email. You can reach out to your mentor via email at any point in the course.

### **Netiquette**

Online course expectations for netiquette are:

- Don't flame (personally attack) someone. It is possible to disagree with an idea without flaming the person espousing the idea.
- Use emoticons and acronyms to convey your emotional intent in order to avoid misunderstandings.
- Remember that the concept of "politeness" is defined for us by the families and cultures of which we are a part. What is considered polite communication in one family or culture may be impolite in another. Sometimes you may inadvertently seem impolite or feel that someone else was being impolite. Talk it out instead of assuming the person meant to be rude.
- Listen actively.
- Think critically. Critical thinking, grounded in intellectual integrity, is expected. In other words, seek clarity of meaning and understanding.
- Question ideas, not people.
- Attempt to see things from other perspectives.
- Use supporting relevant information.

## **Announcements**

I will send urgent and regular communication to all students using the Announcements tool in Canvas. It is a requirement in this class that you set your Announcements in Notifications to “Notify Immediately” to ensure that you receive any new announcements. (Go to Account>Notifications>Announcements and set to "Notify Immediately").

## **Grading and Course Policies**

### **Grading and Feedback**

Your success in this program is based on completion of the work and your desire to know the information and put it into practice. The multiple-choice quizzes will be auto-graded by Canvas. Use them to determine how well you are internalizing each module's subject materials. It is through your participation in discussions, regular attendance at in-person lab activities, and what you contribute to your mentor group that determines how well you have done in this course. NM Tree Stewards are not expected to know everything there is to know about trees, but they are recognized as life-long learners who seek to know more and put their knowledge into practice.

### **Falling Behind**

This program is designed to be flexible (within reason) and we encourage you to communicate any questions or concerns you may have to your program mentor or program director. We request that you notify your program mentor if you are unable to participate in an in-person lab or mentor group activity. If you communicate your need for support in a timely manner, your program mentor and the program director will be better able to assist you in making up assignments, labs or other program work. All your work must be completed by October 26 in order to graduate from the program.

## **Schedule**

**Program Opens:** Monday, July 29, 2024

*In-person, informational labs will be held on Tuesday mornings, Thursday evenings, and Saturday afternoons most weeks up through the end of the first week of October.*

For participants in or near Albuquerque, there are two in-person events you are strongly encouraged to attend. One is the Program Introduction on Saturday, August 3 (9 to noon). And the second is the graduation celebration on Tuesday, October 29 (6 to 8 pm).

### **Weekly Topics Are As Follows:**

- **Module One** - Introduction to Canvas
- **Module Two** - Introduction to Urban Forestry
- **Module Three** - Tree Anatomy
- **Module Four** - Tree Identification

- **Module Five** - Soil, Water & Trees

***Labor Day/Midterm Break***

- **Module Six** - Tree Problems: Maintenance, Symptoms & Problem Solving
- **Module Seven** - Fruit & Nut Trees
- **Module Eight** - Tree Diagnostics: Pests and Diseases
- **Module Nine** - Tree Surroundings (Climate Ready, Native, & Invasive Trees)
- **Module Ten** - Planting /Pruning Trees
- **Module Eleven** - Review/Exam Preparation
- **Module Twelve** - Final Exams (Online/Oral Exit Review)

**Program Ends** Tuesday, October 29, 2024

**Syllabus Modification**

The instructor may change or update the syllabus if necessary. An announcement will be made notifying you of any changes to the syllabus that occur during the course.