New Course Request

Indiana University

Check Appropriate Boxes: Undergraduate credit ☑ Graduate credit ☐ Professional credit ☐

1. School/Division: Public and Environmental Affairs
2. Academic Subject Code: SPEA

3. Course Number: E 422 (must be cleared with University Enrollment Services)
4. Instructor: B. Fischer

5. Course Title: Urban Forest Management
   Recommended Abbreviation (Optional) ____________________________ (Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Spring 2008

7. Credit Hours: Fixed at __ 3 ___, or Variable from ____________ to ____________

8. Is this course to be graded S-F (only)? Yes ___ No ___ X

9. Is variable title approval being requested? Yes ___ No ___ X

10. Course description (not to exceed 50 words) for Bulletin publication: Originally an outgrowth of arboriculture, urban forestry now encompasses the broader concepts of managing the trees, forests, and other natural resources of cities for ecological, economic, and social benefits. Lectures, discussions, and field projects will be supplemented by outside speakers. (IUB and Bloomington will be the field laboratory.)

11. Lecture Contact Hours: Fixed at __ 3 ___, or Variable from ____________ to ____________

12. Non-Lecture Contact Hours: Fixed at ____________ or Variable from ____________ to ____________

13. Estimated enrollment: __ 18 ___, of which __ 33% ___, percent are expected to be graduate students.

14. Frequency of scheduling: every spring. Will this course be required for majors? no


16. Are the necessary reading materials currently available in the appropriate library? yes

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant. None

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by:

[Signature] Date 3/1/07

Department Chairman/Division Director

Dean of Graduate School (when required) Date

Approved by:

[Signature] Date 3/7/07

Dean

Chancellor/Vice-President Date

University Enrollment Services Date

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

UPS 724 University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow; Department/Division—Pink; University Enrollment Services Advance—White
New Course Proposal
SPEA-E 422/SPEA-E 522
February 2007

Justification for New Course: Urban Forest Management is an excellent complimentary course addition to the SPEA curriculum for both undergraduate and master level students. The mix of biology, management and policy aspects of managing community and urban forests crosses a number of disciplines and interests within SPEA. The course fits very nicely with the SPEA "mission" Smart Policy. Sound Science. Stronger Communities.

Additional Comments: Urban Forest Management was successfully offered as a special topics course E400/E555 in Spring '06 (12 undergrads & 6 graduate students – both MPA & MSES students) and will be offered again as a special topics course in Spring '07. A $9,475.00 grant from the Indiana DNR was awarded to establish the course for 2006/2007. The grant has provided for a library of materials, etc.
E422/E522 Urban Forest Management – 3 Credits

**Lecture:** Tuesday-Thursday 2:30-3:45, SPEA 273  
**Final Exam:** TBA

**Instructor:**
Burnell "Burney" C. Fischer, Ph.D., CF  
Clinical Professor, School of Public and Environmental Affairs, Room 325  
Affiliated Faculty, Workshop in Political Theory and Policy Analysis  
812-856-5016 Office  
bufische@indiana.edu

**Graduate Teaching Assistant:**

**Secretary:**
Penny Hudoff, SPEA 430  
812-855-4944  
phudoff@indiana.edu

**Office Hours: TBD**

**Prospectus:**
Trees and related vegetation have long been planted in cities and towns for a variety of reasons. Over the past 40 years, since the term urban forestry was coined by Professor Erik Jorgensen at the University of Toronto, the field of urban forestry has grown in the United States and worldwide into a significant branch of forestry. Originally thought of as just an outgrowth of arboriculture, urban forestry now encompasses the broader concepts of managing the trees, forests and other related resources of cities, towns and communities for the ecological, economic and social benefits of all who live in an area. This defines the broad approach we will take toward looking at urban forest management. The course will utilize the talents of a number of guest speakers who are professionals in the field of urban forestry to give students a practical, real world introduction to the subject. We will utilize the IU-Bloomington campus and the City of Bloomington as our field laboratory to view an actively managed urban forest.

**Course Content:**
Tentative topics schedule (these may fluctuate with the availability of guest speakers):

- Weeks 1-4 Introduction to Urban Forest Management
  - Benefits of trees
  - Inventory
  - Management plans
  - Storm preparedness and response
- Week 5-7 Government, NGO organizations, etc.
  - State and federal roles in urban forestry (guest speaker)
  - Municipal governance, ordinances, city foresters (guest speaker)
  - NGO’s, Volunteers, etc.
  - Working with landscape architects (guest speaker)
- Weeks 8-10 Arboriculture/Tree Biology
  - Tree care and pest diagnostic basics (guest speaker)
  - Tree selection and nursery operations
  - Tree preservation and construction (guest speaker)
  - Utility arboriculture (guest speaker)
Weeks 11-15 Special Topics/Themes/Projects (a selection of the following will be done)
  o Review of Urban Forest Ecosystem Projects (i.e. Chicago Wilderness, NYC Metropolitan Biodiversity Project, Baltimore Ecosystem Project, etc.)
  o The Aliens are Among Us: Urban Forestry IU Non-Native, Invasive Plant Project
  o The role(s) of arboreums, nature/educational centers, etc.
  o Field trips to IU campus, City of Bloomington, nursery operations, etc.
  o Street Tree Inventory Project (team project)
  o Street Tree Assessment Project (team project)
  o Participation in a volunteer event – Arbor Day/Tree City USA celebration, Tree Stewards, Neighborhood tree planting, etc.

**Course Format & Style:**
This is an elective course and it is assumed that enrolled students are interested in learning about and discussing the topic of urban forest management. Although the course will generally cover the topic of urban forestry, it will be flexible enough to allow for individual student outreach into topics of specific interest with regard to trees in urban and urbanizing areas. Also, we will monitor active current events to enhance the learning experience with real world situations.

The course will consist of 2-75 minute class meetings per week. There will be several organized field experiences arranged throughout the semester during either class periods or on Fridays or Saturdays – these will be arranged to accommodate student class/ work schedules as best we can.

*Tuesdays* will generally be topic introduction and instructor-lead lecture and discussion. This will include clarification of reading assignments, homework assignments, etc. Students are expected to post an urban trees/forestry media article every other Monday (week 2, 4, 6, etc.) to Oncourse – Chat Room. These “media stories” will be discussed the following Tuesday.

*Thursdays* will be class discussion with the lead changing with topics and format. Students can post questions to the instructor to Oncourse – the Discussion section by each Wednesday evening to be reviewed at the Thursday class meeting. There will also be guest speakers, mostly on Thursdays, schedules permitting.

Classroom participation is required.

Graduate students will be assigned extra projects (see E555 Graduate Student document).

**Readings, Materials & Oncourse:**
There is no assigned textbook. The instructor will provide handouts as well as post some things on the Oncourse class website (see below for more Oncourse info). It is expected that reading assignments will be read and that students will be knowledgeable of the material. Question about the readings should be brought up in class or posted to the Oncourse Chat Room. The instructors can always be contacted via email.

Regarding Oncourse – We will utilize the following functions of Oncourse:

- Syllabus – current syllabus will be posted.
- Resources – all reading assignments that are in electronic form will be posted. I will note on the multi-week assignments which reading assignments are only located on Oncourse and not copied for classroom distribution.
- Assignments – all assignment handouts, etc. will be posted.
• Chat Room – any questions you have for the instructor outside of class can be posted on this public section. I will try to review this section at least daily and respond to your question on the Chat Room. It is particularly important that questions on course policies and content be on posted on Mondays and Wednesdays so that they can be addressed during the class the following day. Note: the Chat Room is an open site for everyone registered for the course.
• Drop Box – homework assignments that are to be submitted electronically can be submitted to your personal drop box or directly to the instructor.
• Grade Book – all grades will be promptly posted for your review.

**Homework Assignments:**
Periodic handouts will layout the framework for specific sections of the course. The expectation should be that these will be on a bi-weekly or longer basis. These will be distributed during class and posted at Ongourse Assignments. The handout for January 8-26 will be distribute on the first day of class and is example of the format I will utilize.

There will be a series of short papers and projects required of each student. Also, there will be one or two team projects with a report and/or presentations. Written assignments should be typed, double-spaced, 12 font, with 1 inch margins, unless otherwise specified. Multi-page assignments must be stapled. I encourage you to double-side your assignments when appropriate to reduce paper waste. Most assignments will be given a page limit. The instructor will not read beyond the assigned page limit. Assignments should be concise, organized and when necessary appropriately supported with relevant literature. Always cite everything you quote directly or paraphrase. Use in-text citations whenever you quote or paraphrase.

Assignments are to be submitted at the beginning of the class session, on the specified due date. Late assignments will be deducted 50% for one date late and not accepted after that. Genuine emergencies where proper documentation is provided may result in the acceptance of a late assignment. If you anticipate a serious conflict that prevents you from completing an assignment on time, please contact the instructor by email beforehand.

**Class Professionalism Policy:**
Students are expected to act in a professional manner. Excessive violations of professionalism will result in a significant reduction in the participation portion of the grade for the course, which will lower your grade. Violations of professionalism include, but are not limited to the following:
• Activated Cell phones or ipods – they should be stored away during class
• Reading the newspaper during class
• Sleeping during class
• Accessing email during class
• Surfing the web during class; using a computer to quietly take class notes is quite acceptable
• Arriving late for class
• Being absent for more than 10% of the class sessions without providing prior legitimate reasons for being absent or documentation after the fact
• Working on material for another course during class
• Exhibiting disrespect for the instructor or classmates
• Disruptive behavior – e.g. carrying conversations or being excessively noisy
• Engaging in any activity that prevents you from fully participating in the class
• The class period is 1 hour and 15 minutes long. Students are expected to attend and participate in each classroom meeting.
Please leave the classroom if you must engage in anything other than class activities and return for the next class period when you can fully participate.

Adapted from Murphy, S. 2006. Surfing in Class, A New Temptation. The ISS Newsletter (July 2006), p 4-5.

**Academic Integrity:**
You all know the drill. No form of academic dishonesty will be tolerated. If I become suspicious of academic dishonesty, you will be notified immediately and asked to explain your actions. If academic dishonesty is proven, you will receive a grade of zero for the particular work in question; repeat offense is ground for failure in the course. If you have questions or concerns on how to properly cite the work of others please ask for help ahead of time. See the one page attachment for "rules" for literature cited, etc.

**Attendance**
Attendance is required and each student is held responsible for all material presented in class. The only excused absences will be notification beforehand with a good reason for missing the class (e-mail is fine). Arrangements should be made with a classmate to take notes and obtain copies of handouts when absence is unavoidable. Lectures are to emphasize important topics, answer questions, and provide information from recent research, etc. It will be the absentee's responsibility to initiate action with the instructor to make up missed work.

Participation during class meetings is necessary to excel in this course. A percentage of your final grade will come from how the instructor perceived you participated throughout the course.

**Exams, Grading, etc:**
A necessary evil is that we will have exams, homework will be graded and at the end of the course each student will receive a final grade. There will be no quizzes in this course. I generally use short answer essay questions. To quote some fellow instructors "life may be a multiple choice test, but you will never have a multiple-choice conversation, give a multiple-choice speech, or author a multiple-choice memo or report. Employers are desperate for people who can communicate clearly and concisely. Essay questions are the academic version of communicating clearly and concisely. Think of essay answers as really short informational memos." Exams should not to be thought of as punishment, etc, but rather another learning experience. Remember, my purpose as an instructor is to facilitate learning.

Students will be tested on material drawn from lectures, assigned readings, field sessions, and homework assignments. All exams will be closed-book. There will be two tests during the semester which will include any material covered to the date of the test. A comprehensive final exam will be given at the end of the semester during finals week.

All homework assignments count. There are no make-ups, extra credit is not available.

My expectation for the distribution of points during the semester is as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Percentage</th>
</tr>
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<tbody>
<tr>
<td>Participation (attendance, media stories, quiz &amp; class discussion)</td>
<td>20%</td>
</tr>
<tr>
<td>Homework Assignments/Projects (probably 8-10)</td>
<td>20%</td>
</tr>
<tr>
<td>Midterm Exams (2) – 100 points each</td>
<td>40%</td>
</tr>
<tr>
<td>Final Exam (cumulative) – 100 points</td>
<td>20%</td>
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</tbody>
</table>
In general the grading scale for the semester will 92-100% = A, 82-91% = B, 72-81% = C, 62-71% = D and below = F. The instructor reserves the right to adjust this scale to account for variability in testing results.

Students with Disabilities: I will make accommodations for students registered with Disability Services for Students Office in Franklin Hall. 855-7578.

E522 Urban Forest Management – graduate students

Graduate Student exercises/projects for Spring 2007 course offering.

1. Keep bi-weekly journals (one page/entry) for the course indicating positive and negative things and areas of suggested improvement. Also, note insights learned and questions needing an answer, etc. I have done this with all of my split level classes and it was helpful for both the students and I. Developing a journal of observations and thoughts is good skill to learn. I will provide some feedback along the way to guide you in this process. Submit to my email address bufische@indiana.edu on Monday for the previous two week period. First due date is January 21 with following due dates of February 5 & 19, March 5 & 26, April 19, and a summary journal review due the last day of the semester (post final exam) – a total of 7 separate journal entries. Ten points per journal.

2. Develop a classroom presentation, including appropriate handouts (10-15 minutes), and lead a discussion (10-15 minutes) on a published scientific paper (publication date 2000 to present) concerning urban forest management during the semester. Selection of the publication, development of the presentation and the presentation date to be done with the instructor. Do not wait until the end of semester to make this presentation. Forty points.

3. Term project – Urban forest management in a foreign country or region term paper to be done either individually or as small teams. Only graduate students will do this project. This will be a 5-10 page paper (11-12 font, double spaced, 1” margins) with complete citations. Due date is April 20, 2007. Eighty points.

4. Is there anything else we should consider?
NEW COURSE REQUEST FORM

Circle suggested course level:  Graduate: 500 Level  600 Level

SPEA-E 422/E 522  Undergraduate: 100 Level  200 Level  300 Level  400 Level

Campus: System – Circle lead campus: IUB, IUPUI, IPFW, IUN, IUSB, IUUK, IUE, IUSE
Course Title: Urban Forest Management  Variable Title: ___Yes  ___X__ No

Instructor: Burnell C. Fischer

First time course is to be offered: Spring '08  Frequency of scheduling: Every spring

Credit Hours: Fixed at ___3__ or variable credit from _____ to _____

Is this course to be graded S-F?  ___Yes  ___X__ No

Will this course be required for majors: ___Yes  ___X__ No

Estimated Enrollment: 26 of which 33% expected to be graduate students

Prerequisite (limit of 4): ___Yes (If yes, indicate prerequisite courses)  ___X__ No

Course description (not to exceed 50 words): Originally an outgrowth of arboriculture, urban forestry now encompasses the broader concepts of managing the trees, forests and other natural resources of cities for ecological, economic and social benefits. Lectures, discussions and field projects will be supplemented by outside speakers. IUB and Bloomington will be the field laboratory.

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Attach statement outlining if course overlaps with existing courses in SPEA or other IU departments. Please list departments/schools consulted and their response.

Additional Comments: Urban Forest Management was successfully offered as a special topics course E400/E555 in Spring '06 (12 undergrads & 6 graduate students – both MPA & MSES students) and will be offered again as a special topics course in Spring '07. A $9,475.00 grant from the Indiana DNR was awarded to establish the course for 2006/2007. The grant has provided for a library of materials, etc.

Legislative History:

Faculty Member Submitting Request:  Date:
Faculty Group Approved:  Date:
Curricular Committee(s) Approved: Env. Sc.  Date: 11/06
Campus Faculty Approved:  BL Faculty  Date: 12/01/06
Council of Administrators Approved:  ___X__  Date: 62/07
Academic Council Approved:  Date:
University Registrar Form Submitted:  Date: