**Course Outline**

**Community-Based Environmental Monitoring**

**Summer 2021**

**ENVM 103: Vegetation Monitoring**

*4 credits, four days in class, six days in field*

The course provides the student with an examination of regional plant diversity with a focus on the boreal forest. Topics covered include the Indigenous use of trees and other plants. Students will develop identification skills based on vegetation taxonomy, anatomy, and ecology. Students will learn to apply a variety of Indigenous and scientific methods for monitoring vegetation abundance and to communicate results.

**Co-Instructors**

Camille Scheibner  
CC273  
780.791.4898  
Camille.Scheibner@keyano.ca

**Office Hours**

Tuesdays 16:00 – 17:00  
Thursdays 16:00 – 17:00

**Hours of Instruction**

Monday - Friday 9:00 – 16:00

**Required Resources**


**Course Outcomes**

Upon successful completion of the course, the student shall be able to:

- Identify regional plant species (includes trees, shrubs, herbs, mosses, etc.).
- Recall traditional names for regional plant species (includes trees, shrubs, herbs, mosses, etc.).
- Describe the methodology of forest site classification.
- Apply Indigenous and scientific monitoring methods for diverse vegetation.
- Identify and explain traditional use of vegetation by Indigenous peoples.
- Conduct accurate vegetation transects.
- Harvest and prepare vegetation for medicinal use and/or storage purposes.
- Perform appropriate field skills related to vegetation sampling.
- Demonstrate chain of custody for vegetation samples.
Evaluation

<table>
<thead>
<tr>
<th>Type of Assessment</th>
<th>Topic</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Assessments</td>
<td>Identification of vegetation species</td>
<td>40% (10%/season)</td>
</tr>
<tr>
<td>Field Assessments</td>
<td>Conduct surveys to quantify the density of vegetation species at various locations</td>
<td>20% (two surveys)</td>
</tr>
<tr>
<td>Field Assessments</td>
<td>Conduct vegetation sampling and chain of custody</td>
<td>20% (two surveys)</td>
</tr>
<tr>
<td>Presentation</td>
<td>Traditional use of vegetation</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

A grade of C- is required for progression.

The minimum standard for passing this course is a grade of D (50%).

Grading System

<table>
<thead>
<tr>
<th>Descriptor</th>
<th>Alpha Grade</th>
<th>4.0 Scale</th>
<th>Percent</th>
<th>Rubric for Letter Grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>A+</td>
<td>4.0</td>
<td>&gt; 92.9</td>
<td>Work shows in-depth and critical analysis, well developed ideas, creativity, excellent writing, clarity and proper format.</td>
</tr>
<tr>
<td></td>
<td>A</td>
<td>4.0</td>
<td>85 – 92.9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>A-</td>
<td>3.7</td>
<td>80 – 84.9</td>
<td></td>
</tr>
<tr>
<td>Good</td>
<td>B+</td>
<td>3.3</td>
<td>77 – 79.9</td>
<td>Work is generally of high quality, well developed, well written, has clarity, and uses proper format.</td>
</tr>
<tr>
<td></td>
<td>B</td>
<td>3.0</td>
<td>74 – 76.9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B-</td>
<td>2.7</td>
<td>70 – 73.9</td>
<td></td>
</tr>
<tr>
<td>Satisfactory</td>
<td>C+</td>
<td>2.3</td>
<td>67 – 69.9</td>
<td>Work has some developed ideas but needs more attention to clarity, style and formatting.</td>
</tr>
<tr>
<td>Progression</td>
<td>C</td>
<td>2.0</td>
<td>64 – 66.9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>C-</td>
<td>1.7</td>
<td>60 – 63.9</td>
<td></td>
</tr>
<tr>
<td>Poor</td>
<td>D+</td>
<td>1.3</td>
<td>55 – 59.9</td>
<td>Work is completed in a general way with minimal support, or is poorly written or did not use proper format.</td>
</tr>
<tr>
<td>Minimum Pass</td>
<td>D</td>
<td>1.0</td>
<td>50 – 54.9</td>
<td></td>
</tr>
<tr>
<td>Failure</td>
<td>F</td>
<td>0.0</td>
<td>&lt; 50</td>
<td>Responses fail to demonstrate appropriate understanding or are fundamentally incomplete.</td>
</tr>
</tbody>
</table>

Topics to be Covered

**Trees and Shrubs**
- Tree and shrub identification and monitoring methods
- Forest biomes
- Stand growth
- Forest succession
- Forest disease
- Measuring heights
- Aging trees
- Measure parameters in the field

**Plants**
- Plant (including forbs, grasses, moss and lichen) identification and monitoring methods
- Plant harvesting and storage

**All Vegetation**
- Chain of custody
• Vegetation transects
• Traditional and medicinal uses

Please Note:
Date and time TBD and topics are subject to change.

Performance Requirements and Student Services

Student Responsibilities
It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the Keyano College credit calendar. The Keyano College credit calendar also has information about Student Rights and Code of Conduct. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

Laboratory Safety

In the science laboratories, safety is important.

Students must complete the WHMIS for Students online training course on Moodle before entering the science laboratories.

Students must comply with the mandatory laboratory safety rules for this course as provided in the laboratory manual. Failure to do so will result in progressive discipline such as a verbal warning, refused entry into the laboratory, or suspension from the College.

Student Attendance

Class attendance is useful for two reasons. First, class attendance maximizes a student’s learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and notes that may be due.

Academic Misconduct

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:

• Plagiarism or the submission of another person’s work as one’s own;
• The use of unauthorized aids in assignments or examinations (cheating);
• Collusion or the unauthorized collaboration with others in preparing work;
• The deliberate misrepresentation of qualifications;
• The willful distortion of results or data;
• Substitution in an examination by another person;
• Handing in the same unchanged work as submitted for another assignment; and
• Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Code of Conduct Policies.
section of the Keyano College credit calendar. It is the responsibility of each student to be aware of
the guidelines outlined in the Student Rights and Code of Conduct Policies.

In order to ensure your understanding of the concept of plagiarism, you must successfully complete
the online tutorial found on ilearn.keyano.ca. Then print the certificate, sign it, and show it to each of
your instructors. Your course work may not be graded until you show this signed certificate.

Specialized Supports
The Student Services department is committed to Keyano students and their academic success.
There are a variety of student supports available at Keyano College. Due to the continuing situation
with the Covid-19 pandemic, the offered support services will be implemented differently this
semester by being provided mostly virtually. In-person service can be requested as needed. All
Alberta Health Services guidelines will be followed for in-person appointments—wear a mask,
maintain two meters of physical distance, use hand sanitizer, and stay home if you are unwell.

All student services are available during Keyano business hours: Monday to Friday, 8h30-16h30.

Accessibility Services: provides accommodations for students with disabilities. Students with
documented disabilities, or who suspect a disability, can meet with a Learning Strategist to discuss
their current learning barriers and possible accommodations. Students who have accessed
accommodations in the past are encouraged to contact us to request them for the semester. Please
note that requesting accommodations is a process and requires time to arrange. Contact us as soon
as you know you may require accommodations. For accessibility services supports and to book a
virtual appointment, please contact accessibility.services@keyano.ca.

Accessibility Services also provides individual and group learning strategy instruction for all students,
as well as technology training and supports to enhance learning. Meet with a Learning Strategist to learn
studying and test-taking strategies for online classes. Schedule an appointment with the Assistive
Technology Specialist to explore technology tools for learning. Book an appointment today by emailing
accessibility.services@keyano.ca.

Wellness Services: offers a caring, inclusive, and respectful environment where students can access
free group and individual support to meet academic and life challenges. Mental Health Coordinators
offer a safe and confidential environment to seek help with personal concerns. All individual
appointments will continue virtually.

Wellness Services welcomes students to participate in any of the virtual group sessions offered
throughout the academic year addressing topics including mindfulness and test anxiety.

Individual virtual appointments can be made by emailing wellness.services@keyano.ca.

Library Services: provides students with research and information supports as they engage in their
studies. Library staff are available to support you both virtually and in person throughout the semester.
For a detailed list of library supports and services, go to www.keyano.ca/library. For any inquiries,
please email askthelibrary@keyano.ca.

Begin your research with the Library's FIND page. Search for sources using OneSearch, the Library's
Catalogue, or by searching in a specific database selected from the A-Z Database List.

Individual support with the Information Librarian is available virtually. Appointments can be requested
by using the Book A Librarian online form.

Research and Subject Guides are helpful resources when beginning your research or addressing
other information needs. To view a subject or course specific guide, go to the Subject Guide webpage
here.
To access additional research resources, including Citation Guides (APA, MLA, Chicago, or IEEE), go to the Research Help Library page.

The Loanable Technology collection is available to support students in their online learning pursuits. Items available for borrowing include mobile projectors, webcams, noise cancelling headphones, Chromebooks, and laptops. For an up-to-date list of technology available for borrowing, go to the Library’s Loanable Technology webpage.

**Skill Centre:** Provides academic support services to students registered in credit programs at Keyano College in the form of tutoring, assignment/lab support, writing support groups, facilitated study groups, workshops, and study space. This service is free and is available for all Math, Sciences, Humanities and Trades courses offered at Keyano.

While most courses are being offered online, the Skill Centre will be offering mostly virtual services and in-person sessions as requested. Please email Skill@keyano.ca to get in contact with our Academic Content Specialists. The Skill Centre is located in CC-119 at the Clearwater Campus.

For the most up to date information on how to book a session, please view the Keyano Skill Centre homepage.

**Academic Success Coaching:** offers you support and access to resources for your academic success to help you to find the Keys to your Success. The Academic Success Coach will work with you to develop an academic success plan, develop your study and time management skills, and connect you with the right resources here at Keyano. Academic.success@keyano.ca is the best way to access resources during virtual service delivery. The Academic Success Coach is located in the Skill Centre in CC-119 at the Clearwater Campus.

**E-Learning**
Technology and internet will impact your online learning experience. It's important that you are able to watch an online video and other course materials, take online quizzes, and participate in a live class with your instructor and other students.

Keyano College operates in a Windows based environment and having the correct tools for online learning is important. Here's a list of recommended system requirements.

**Internet Speed**
Minimum Internet speeds of 5 Mbps.
Recommended Internet speeds of 25 Mbps (especially if you are sharing your internet at home).
Check your internet speed with Fast.com.
System requirements:

<table>
<thead>
<tr>
<th>Microsoft Windows</th>
<th>Apple</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Requirements:</strong></td>
<td><strong>Minimum Requirements:</strong></td>
</tr>
<tr>
<td>· A Windows 10 computer/laptop</td>
<td>· A Macintosh (V10.14 and above) computer/laptop</td>
</tr>
<tr>
<td>· Minimum 4GB of RAM.</td>
<td>· Minimum 4GB of RAM.</td>
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<tr>
<td>· 10GB+ available hard drive storage.</td>
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<tr>
<td>· Enough available hard drive space to install the</td>
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<tr>
<td>Microsoft Office suite (approximately 3GB).</td>
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<tr>
<td>Microsoft Office software is free to all Keyano</td>
<td>(approximately 3GB).</td>
</tr>
<tr>
<td>students and employees.</td>
<td>Microsoft Office software is free to all</td>
</tr>
<tr>
<td>· Microphone, webcam and speakers. A headset</td>
<td>Keyano students and employees.</td>
</tr>
<tr>
<td>with a microphone is recommended.</td>
<td>· Microphone, webcam and speakers. A</td>
</tr>
<tr>
<td>· System updates must be regularly installed.</td>
<td>headset with a microphone is recommended.</td>
</tr>
<tr>
<td>· Anti-Virus / Anti-Malware software</td>
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<tr>
<td></td>
<td>installed.</td>
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</tr>
<tr>
<td><strong>Recommended Requirements</strong></td>
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</tr>
<tr>
<td>· 8GB of RAM</td>
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<tr>
<td>· A method of backing up/synchronizing to local or</td>
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<tr>
<td>cloud-based storage such as OneDrive is highly</td>
<td>to local or cloud-based storage such as</td>
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<td>recommended. This is included if you complete the</td>
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<td>setup of KeyanoMail and download MS Office using</td>
<td>This is included if you complete the</td>
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<td>your Keyano email for free.</td>
<td>setup of KeyanoMail and download MS</td>
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<tr>
<td></td>
<td>Office using your Keyano email for free.</td>
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</tbody>
</table>

Chromebooks are **not** recommended as they are not compatible with testing lockdown browsers.

A Microsoft Surface or iPad or iPad Pro may be possible alternatives in some program areas.

**Specific Department Requirements:**

Business and OA programs require Windows 10.

Other programs may utilize Windows based tools as well.

**Computer Software**

Students will be able to get access to Microsoft Office 365 for free using Keyano credentials by clicking here.

**Recording of Lectures and Intellectual Property**

Students may only record a lecture if explicit permission is provided by the instructor or by Accessibility Services. Even if students have permission to record a lecture or lecture materials, students may not share, distribute, or publish any of the lectures or lecture materials, this includes any recordings, slides, instructor notes, etc. on any platform. Thus no student is allowed to share, distribute, publish or sell course related content (instructor, or students) without permission. It is important to recognize that the Canadian Copyright Act contains provisions for intellectual property.
The Academic Integrity Policy provides additional information on Keyano College’s expectations from students as members of the intellectual community.

**ITS Helpdesk**
If you are having issues with your student account, you can contact the ITS Helpdesk by emailing its.helpdesk@keyano.ca or calling 780-791-4965.