

Syllabus: Indiana Watershed Leadership Academy

(Note: This is modified slightly every year, but gives the overall program followed.)

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Overview

Welcome to the Indiana Watershed Leadership Academy, an in-depth training program for watershed professionals and volunteers. The purpose of this Academy is to provide you with key skills and knowledge you will need to lead a watershed group through the challenging process of developing and implementing a watershed plan.

The Indiana Watershed Leadership Academy is a program developed and led by Purdue University, funded in part by a grant from the USEPA through a contract to the Indiana Department of Environmental Management. The Academy is guided by a diverse Steering Committee of conservation and environmental organizations and agencies.

The content of the Academy curriculum benefits from lessons developed by The Ohio State University and their successful watershed Academy. Additional technical, social, and financial lesson modules have been developed through collaborative efforts between the Indiana Watershed Leadership Academy Team and the multi-stakeholder advisory committee.

Primary Academy Contacts

- Jane Frankenberger, Professor of Agricultural and Biological Engineering and Purdue Extension Water Quality Specialist, is the Academy Director. You can contact her by e-mail at frankenb@purdue.edu (preferred) or by telephone at 765-494-1194.
- Laura Esman is the Coordinator for the Academy. Laura organizes the lodging and meals and will be managing the distance education modules, making sure your assignments are reviewed, and keeping track of who has done what. Contact her at lesman@purdue.edu or 765-496-6331 if you have questions about the Academy.
- Several other knowledgeable Indiana watershed professionals contribute significantly to the Academy.

Academy Teams

You will be part of small “Teams” which will increase interactions during and between face-to-face sessions. Each Team will benefit from an experienced team leader who is a graduate of the Academy. Each Team has a Team Leader who has volunteered to help participants in this valuable way.

Your primary team is your Color team which was semi-randomly selected to allow you to meet the most number of new people. A second set of Teams is based your area of interest within in watershed leadership. These are known as “interest teams”. Other teams may also be used.

Face-to-Face Workshops

The three face-to-face workshops in the Academy curriculum create opportunities for students to learn from each other and develop new professional relationships. Two workshops require overnight stays, and the graduation and project presentation session is one day. It is very important that you plan to attend all three workshops. Be sure to notify us as soon as possible if you are unable to attend a face-to-face meeting. A schedule of all workshops is at the end of this syllabus. Directions and detailed agendas will be communicated during the course.

Learning Modules

One of the key elements of the Indiana Watershed Leadership Academy is the distance education, which takes place through nine learning modules.

Format of the Modules

Each learning module in the Academy contains (1) introduction to the topic, (2) background readings (required and optional), and (3) the assignment. Some also have one or more videos that serve as a lecture to help introduce the material. After completing each module, please complete the evaluation.

Some **Readings** are labeled "Required", which you need to read in order to complete the module. Other background readings are offered under the heading "Additional Resources," which you are encouraged to read if you wish to learn more about a particular topic. All of the required readings will be made available to you through the Blackboard Learning System, or a link will be provided directly to them on the Web.

Each module also contains an **Assignment**, which has been designed to relate directly to your watershed planning and restoration efforts. Therefore, assignments are of a "hands-on" nature and we expect these to be very applicable beyond the Academy. You are encouraged to work with your watershed group, stakeholders, local officials, and others in your community as part of the assignments. Although you are ultimately responsible for writing and submitting your own assignments, we strongly encourage you to work with these people and your Academy Team members as a critical part of the learning experience.

Most lesson module assignments have more than one option -- Basic and Advanced. You should complete only one of the options. Indicate clearly which option you have selected when you submit your assignment.

There are six required modules, and you will choose three additional elective lesson modules. You are required to complete nine lesson modules in order to graduate and receive your professional certificate in watershed management. Refer to the calendar for assignment due-dates. Overdue assignments must be submitted for credit but will not be reviewed.

Instruction for Submitting Assignments

Please submit assignments as an attached Microsoft Word file, or if you do not have Microsoft Word, then as a pdf file. Please name your document as your last name followed by the assignment number. For example, if Laura Esman submits Assignment R1, she will name her file **esman-R1.doc**.

Email all assignments to: jwlasub@ecn.purdue.edu by noon on the due date, which is usually a Monday. Assignments turned in late will receive credit, but may not be reviewed.

Review and Feedback on Assignments

We will keep a record of completed assignments, and periodically send you emails with your progress on assignments. In addition, watershed professionals and graduates of the Academy will provide feedback on your assignments, which will be emailed to you. You must submit nine complete assignments to receive your professional certificate in watershed management at the graduation session. We recognize that certain circumstances may make it impossible for you to submit an assignment on time. In these instances, contact us as soon as possible to arrange for a suitable alternative deadline.

Your Evaluations of Modules

We are always striving to improve the Academy experience and outcomes, and therefore will ask you to complete an evaluation after each module. The software we use will keep a record of whether you have responded, and therefore you may receive reminders if you have not done so. However your responses will be completely anonymous.

Group Project

During the second part of the Academy, you will complete a project in groups of 2 or 3 people that contributes to watershed management in Indiana. This project provides an opportunity to create your own learning experience on a topic of your choosing. Plan to spend about 10 hours per person on the group project. Topics addressed by participants in previous years are on the web site and the online social networking website.

Projects will be presented during the graduation session. Each member of your group will present one portion of the project for 5 minutes.

Once the group presentations are complete, you will be divided into small groups to discuss how to move the group projects forward by discussing how project be used by others, who can use them, and any next steps that would make the projects useful to others. Resulting information will be compiled and shared with IWLA alumni to make the projects and additional ideas available to the larger watershed community.

Communication Between Workshops

Online Social Networking Website

As a participant in the Indiana Watershed Leadership Academy, you will need to join the Indiana Watershed Leadership Program's online social networking website located at <http://iwatersheds.net/>. This site was created to help facilitate connections between current Academy participants, alumni of the program, and the public on the subject of watersheds and watershed management. You will also be using this as a resource to obtain information and network for upcoming meetings and to access follow-up information from our face-to-face meetings. Class participants can use the discussion forums to organize car pools to meetings, ask questions on assignments, toss around project ideas, etc.

Email List (iwla@ecn.purdue.edu)

We also maintain an Academy email list, which we use to send out regular updates, reminders, and notices. You are also free to email other participants this way to seek advice or to pass along news and information that you feel would be relevant to your fellow students. To post messages to the listserv send them to: iwla@ecn.purdue.edu .

Web Meetings

We will hold web meetings using Adobe Connect during the first week of each assignment. These will be short – just 20 to 30 minutes, to provide a time to discuss any questions you may have or interesting things you have learned. No special software is needed to participate – just a computer with speakers or a set of headphones. We encourage you to use the webcam so we can continue to get to know one another better.

Team Communication

In addition to web meetings organized by Academy leaders, your Team may have additional teleconferences, web meetings, or in-person meetings. These are up to you. Teams that have met in the past found it useful, although not all were able to benefit because of other commitments.

Time Commitment

We recognize that you probably hold a full time job, may have family and community responsibilities, and that additional work outside of these can be difficult to accomplish. This Academy has been developed to directly benefit and aid in the day to day work of watershed professionals and volunteers. We hope that the Academy will help you in your daily watershed management duties. Lesson modules assignments will be due every two weeks, and each assignment will involve about 3 or 4 hours of your time. Some participants spend much more, but this should not be necessary unless you want to learn more. In addition, you will be involved in completing an in-depth project involving about 10 hours of your time. This covers the distance learning portion of the Academy. The three face-to-face class sessions add five days total over the four month period that the Academy is in session. The skills and knowledge gained, the relationships built, and recognition of being a graduate of this Academy will be the rewards for the time and effort you bring to the Academy.

List of Modules

The following list provides an overview of the Learning Modules in the Academy curriculum. Complete Required Modules are available in your course notebook and all Modules are available at <http://www.iwatersheds.net>.

Required Modules	Elective Modules (choose 1 during each period)
R1. Introduction to the Academy R2. Stakeholder Involvement* R3. Tools for Watershed Inventory R4. Watershed Inventory and Analysis R5. Understanding the Land Use Planning Process and Engaging Planning Officials R6. Setting Goals to Achieve Outcomes	Elective period 1 A1. Organizing Your Watershed Group* A2. The Clean Water Act: Overview A3. Web Sites and Online Social Networking: Developing Your Message A4. Effective Outreach Using Social Marketing Strategies A5. Understanding Drainage Policy and Practice A6. Using EPA’s Watershed Plan Builder Elective period 2 B1. Running Effective Meetings* B2. The Clean Water Act: Water Quality Standards and TMDLs B3. Web Sites and Online Social Networking: Implementing Your Site B4. Gathering Social Information About Your Watershed B5. Identifying Best Management Practices for Your Watershed B6. Calculating Loads Using Your Monitoring Data Elective period 3 C1. Group Facilitation Skills* C2. The Clean Water Act: Understanding Permits C3. Estimating Load Reductions for Best Management Practices C4. Estimating and Presenting Environmental and Economic Benefits* C5. Sustaining Your Watershed Group Financially C7. Using Social Indicators to Effectively Target Your Watershed Education Programs

*Module is adapted with permission from the Ohio Watershed Academy, The Ohio State University.

Academy Schedule

Typical dates (varies each year)	Module & Due Date
January 5-19	Introduction to the Watershed Academy (R1). <i>Bring draft assignment R1 to the Workshop for discussion.</i>
January 14-15	1 st Workshop – Canyon Inn, McCormick’s Creek State Park <i>Focus on Gathering People and Information</i>
January 20- February 2	Stakeholder Involvement (R2). <i>May require a stakeholder meeting.</i> <i>Assignment due February 2</i>
February 3 –16	Tools for Developing a Watershed Inventory (R3) <i>Assignment due February 16</i>
February 17 – March 2	Watershed Inventory and Analysis (R4) <i>Assignment due March 2</i>
March 3 - 16	Understanding the Planning Process and Engaging Planning Officials (R5). <i>May require a meeting with a local planning official. Please plan ahead.</i> <i>Assignment due March 16</i>
March 17 – April 2	Setting Goals to Achieve Outcomes (R6) <i>Assignment due April 2</i>
March 25-26	2 nd Workshop – Tecumseh Leadership Center, Brookston, IN <i>Focus on Implementing Your Watershed Plan</i>
April 3	Elective Module Choices due. Submit your three elective module choices
April 6	Submit group members and topic for Team Projects. Groups of 2 to 3 people are encouraged.
April 3 – 13	Elective Module 1 <i>Assignment due April 13</i>
April 14 - 27	Elective Module 2 <i>Assignment due April 27</i>
April 28-May 6	Elective Module 3 <i>Assignment due May 6</i>
May 18	<ol style="list-style-type: none"> 1. Team Project due. Powerpoint presentations submitted after May 18 will not be used at Graduation. Handouts submitted after this date will need to be printed for the group members. 2. Last date for late assignments to receive credit before Graduation
May 20	Graduation Session, Ft. Benjamin Harrison State Park Conference Center, Indianapolis. 9am-3:30 pm. Team Project presentations