

Cover Sheet: Request 13002

HOS 4XXX Horticultural Sciences Capstone

Info

Process	Course New Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Gerardo Nunez Villegas g.nunez@ufl.edu
Created	9/5/2018 4:41:12 PM
Updated	9/21/2018 3:26:08 PM
Description of request	We request to create a new course titled HOS 4XXX – Horticultural Sciences Capstone

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CALS - Horticultural Sciences 514923000	Christine Chase		9/5/2018
No document changes					
College	Approved	CALS - College of Agricultural and Life Sciences	Joel H Brendemuhl	Edits requested by the CALS CC on 9/14/18 have been made.	9/21/2018
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			9/21/2018
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 13002

Info

Request: HOS 4XXX Horticultural Sciences Capstone

Description of request: We request to create a new course titled HOS 4XXX – Horticultural Sciences Capstone

Submitter: Gerardo Nunez Villegas g.nunez@ufl.edu

Created: 9/21/2018 2:19:58 PM

Form version: 3

Responses

Recommended Prefix

Enter the three letter code indicating placement of course within the discipline (e.g., POS, ATR, ENC). Note that for new course proposals, the State Common Numbering System (SCNS) may assign a different prefix.

Response:
HOS

Course Level

Select the one digit code preceding the course number that indicates the course level at which the course is taught (e.g., 1=freshman, 2=sophomore, etc.).

Response:
4

Number

Enter the three digit code indicating the specific content of the course based on the SCNS taxonomy and course equivalency profiles. For new course requests, this may be XXX until SCNS assigns an appropriate number.

Response:
XXX

Category of Instruction

Indicate whether the course is introductory, intermediate or advanced. Introductory courses are those that require no prerequisites and are general in nature. Intermediate courses require some prior preparation in a related area. Advanced courses require specific competencies or knowledge relevant to the topic prior to enrollment.

Response:
Advanced

- 1000 and 2000 level = Introductory undergraduate
- 3000 level = Intermediate undergraduate
- 4000 level = Advanced undergraduate
- 5000 level = Introductory graduate
- 6000 level = Intermediate graduate
- 7000 level = Advanced graduate

4000/5000 and 4000/6000 levels = Joint undergraduate/graduate (these must be approved by the UCC and the Graduate Council)

Lab Code

Enter the lab code to indicate whether the course is lecture only (None), lab only (L), or a combined lecture and lab (C).

Response:
None

Course Title

Enter the title of the course as it should appear in the Academic Catalog.

Response:
Horticultural Sciences Capstone

Transcript Title

Enter the title that will appear in the transcript and the schedule of courses. Note that this must be limited to 21 characters (including spaces and punctuation).

Response:
Hort Sci Capstone

Degree Type

Select the type of degree program for which this course is intended.

Response:
Baccalaureate

Delivery Method(s)

Indicate all platforms through which the course is currently planned to be delivered.

Response:
On-Campus, Online

Co-Listing

Will this course be jointly taught to undergraduate, graduate, and/or professional students?

Response:
No

Co-Listing Explanation

Please detail how coursework differs for undergraduate, graduate, and/or professional students. Additionally, please upload a copy of both the undergraduate and graduate syllabus to the request in .pdf format.

Response:
Not applicable

Effective Term

Select the requested term that the course will first be offered. Selecting "Earliest" will allow the course to be active in the earliest term after SCNS approval. If a specific term and year are selected, this should reflect the department's best projection. Courses cannot be implemented retroactively, and therefore the actual effective term cannot be prior to SCNS approval, which must be obtained prior to the first day of classes for the effective term. SCNS approval typically requires 2 to 6 weeks after approval of the course at UF.

Response:
Earliest Available

Effective Year

Select the requested year that the course will first be offered. See preceding item for further information.

Response:
Earliest Available

Rotating Topic?

Select "Yes" if the course can have rotating (varying) topics. These course titles can vary by topic in the Schedule of Courses.

Response:
No

Repeatable Credit?

Select "Yes" if the course may be repeated for credit. If the course will also have rotating topics, be sure to indicate this in the question above.

Response:
No

Amount of Credit

Select the number of credits awarded to the student upon successful completion, or select "Variable" if the course will be offered with variable credit and then indicate the minimum and maximum credits per section. Note that credit hours are regulated by Rule 6A-10.033, FAC. If you select "Variable" for the amount of credit, additional fields will appear in which to indicate the minimum and maximum number of total credits.

Response:
Variable

If variable, # min

Response:
2

If variable, # max

Response:
4

S/U Only?

Select "Yes" if all students should be graded as S/U in the course. Note that each course must be entered into the UF curriculum inventory as either letter-graded or S/U. A course may not have both options. However, letter-graded courses allow students to take the course S/U with instructor permission.

Response:
Yes

Contact Type

Select the best option to describe course contact type. This selection determines whether base hours or headcount hours will be used to determine the total contact hours per credit hour. Note that the headcount hour options are for courses that involve contact between the student and the professor on an individual basis.

Response:
Directed Individual Studies

- Regularly Scheduled [base hr]
- Thesis/Dissertation Supervision [1.0 headcount hr]
- Directed Individual Studies [0.5 headcount hr]
- Supervision of Student Interns [0.8 headcount hr]
- Supervision of Teaching/Research [0.5 headcount hr]
- Supervision of Cooperative Education [0.8 headcount hr]

Contact the Office of Institutional Planning and Research (352-392-0456) with questions regarding contact type.

Weekly Contact Hours

Indicate the number of hours instructors will have contact with students each week on average throughout the duration of the course.

Response:
Not applicable

Course Description

Provide a brief narrative description of the course content. This description will be published in the Academic Catalog and is limited to 50 words or fewer. See course description guidelines.

Response:
This course focuses on executing service learning, scientific research, cooperative extension, or industry liaison projects designed during students' capstone planning. Students will also perfect their professional portfolio and present the outcomes of their capstone project.

Prerequisites

Indicate all requirements that must be satisfied prior to enrollment in the course. Prerequisites will be automatically checked for each student attempting to register for the course. The prerequisite will be published in the Academic Catalog and must be formulated so that it can be enforced in the registration system. Please note that upper division courses (i.e., intermediate or advanced level of instruction) must have proper prerequisites to target the appropriate audience for the course.

Response:

HOS 4XXX – Capstone Planning in Horticultural Sciences

Completing Prerequisites on UCC forms:

- Use "&" and "or" to conjoin multiple requirements; do not use commas, semicolons, etc.
- Use parentheses to specify groupings in multiple requirements.
- Specifying a course prerequisite (without specifying a grade) assumes the required passing grade is D-. In order to specify a different grade, include the grade in parentheses immediately after the course number. For example, "MAC 2311(B)" indicates that students are required to obtain a grade of B in Calculus I. MAC2311 by itself would only require a grade of D-.
- Specify all majors or minors included (if all majors in a college are acceptable the college code is sufficient).
- "Permission of department" is always an option so it should not be included in any prerequisite or co-requisite.

Example: A grade of C in HSC 3502, passing grades in HSC 3057 or HSC 4558, and major/minor in PHHP should be written as follows:

HSC 3502(C) & (HSC 3057 or HSC 4558) & (HP college or (HS or CMS or DSC or HP or RS minor))

Co-requisites

Indicate all requirements that must be taken concurrently with the course. Co-requisites are not checked by the registration system.

Response:

None

Rationale and Placement in Curriculum

Explain the rationale for offering the course and its place in the curriculum.

Response:

The Bachelor of Science in Horticultural Sciences will be redesigned to include a four-course sequence that culminates in a capstone. This is the final course in this sequence. This course focuses on executing and socializing student capstone projects and e-portfolios.

Course Objectives

Describe the core knowledge and skills that student should derive from the course. The objectives should be both observable and measurable.

Response:

Upon successful completion of this course, students will be able to:

- Execute their individual capstone plan
- Apply knowledge gained in horticultural sciences courses and related disciplines to a 'real life' service learning, academic research, cooperative extension, or industry R&D project
- Synthesize and present their capstone experience using graphic/audiovisual media and live presentation
- Create or perfect a professional website that includes items from their e-portfolio

Course Textbook(s) and/or Other Assigned Reading

Enter the title, author(s) and publication date of textbooks and/or readings that will be assigned. Please provide specific examples to evaluate the course.

Response:

There is no required textbook for this course. Links to additional reading materials (tutorials, websites, general knowledge, and scientific articles) will be provided through canvas.

Weekly Schedule of Topics

Provide a projected weekly schedule of topics. This should have sufficient detail to evaluate how the course would meet current curricular needs and the extent to which it overlaps with existing courses at UF.

Response:

Online lectures available starting on week 1 of the semester

Lecture 1: Creating a scientific poster

Lecture 2: Creating a narrated slideshow

Lecture 3: Creating a compelling video using mobile phones and free Apps

Lecture 4: Creating a professional website

Links and Policies

Consult the syllabus policy page for a list of required and recommended links to add to the syllabus. Please list the links and any additional policies that will be added to the course syllabus.

Please see: syllabus.ufl.edu for more information

Response:

Additional information on current UF grading policies for assigning grade points can be found here:

- Grading policy, <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>.

COURSE POLICIES

Attendance and Make-up Policy

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:

- UF Attendance policy, <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

Academic Honesty

As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity." You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment."

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action.

- For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code>

Software Use

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken when appropriate.

Services for Students with Disabilities

Students with disabilities requesting accommodations should first register with the Disability Resource Center by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the

semester.

- Disability Resource Center, 0001 Reid Hall, (352) 392-8565, www.dso.ufl.edu/drc/

Campus Helping Resources

Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

- Counseling and Wellness Center, 3190 Radio Road, 392-1575, www.counseling.ufl.edu
Counseling Services

Groups and Workshops

Outreach and Consultation

Self-Help Library

Wellness Coaching

- U Matter We Care, www.umatter.ufl.edu
- Sexual Assault Recovery Services (SARS), Student Health Care Center, 392-1161.
- University Police Department, 392-1111 (or 9-1-1 for emergencies), www.police.ufl.edu

Additionally, if you would like orientation on choosing a major, finding an internship, or planning your career, I encourage you to use the university's on-campus resources.

- Career Resource Center, CR-100 Reitz Union, 392-1601, www.crc.ufl.edu/next-level

Course Evaluation Process

Student assessment of instruction is an important part of the effort to improve teaching and learning. At the end of the semester, you are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. These evaluations are conducted online at:

- Course evaluations, www.evaluations.ufl.edu

Evaluations are typically open during the last two or three weeks of the semester. You will be notified of the specific times when evaluations for this course are open. Summary results of these assessments are available to students at:

- Evaluations summary, www.evaluations.ufl.edu/results

Student Complaints

You can file and resolve any complaints about your experience in this course in the following site:

- Student complaints in residential courses, <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>
- Student complaints in online courses, <http://distance.ufl.edu/student-complaint-process/>

Grading Scheme

List the types of assessments, assignments and other activities that will be used to determine the course grade, and the percentage contribution from each. This list should have sufficient detail to evaluate the course rigor and grade integrity. Include details about the grading rubric and percentage breakdowns for determining grades.

Response:

VARIABLE CREDIT EXPLANATION

For the purposes of assigning a grade, students who complete all the online deliverables (See below) and execute a capstone that takes 3 hours per week will register for 2 credit hours.

Students executing capstone projects that require a greater time commitment can register for additional credit hours up to 4 credit hours.

1. Weekly updates (45 points)

Students will upload weekly updates about their project in the course canvas site. Weekly updates can be short essays (400 words), short videos (2-5 minutes), recordings (2-5 minutes), or work-in-progress files that document the lessons learned, challenges faced, and opportunities encountered during the execution of the capstone project. Students are encouraged to upload a mix of different media. Weekly updates will be due in canvas by 11:59 PM every Sunday of the

semester. Each update will be worth 3 points.

2. Horticultural Sciences Day (45 points)

Students will prepare graphic (scientific poster) or audiovisual (slideshow, video, etc.) media that illustrate their individual capstone experience. Online tutorials for graphic and audiovisual media creation will be available in canvas starting on week 1 of the semester. Students will submit draft media by week 10 of the semester and receive instructor feedback (20 points). Students will present their graphic or audiovisual media during the Horticultural Sciences Day (25 points).

3. Professional website and e-portfolio (10 points)

Students will update and refine existing elements in their e-portfolio by week 7 of the semester. Additionally, students will participate in a "picture day" where they will have a professional portrait taken (week 2). Then, students will create a professional website that includes their portrait, resume, and at least two elements of their e-portfolio. Online tutorials for website design will be available in canvas starting on week 1 of the semester. Links to draft (week 4) and final website designs (week 7) will be submitted via canvas by 11:59 PM on the mentioned weeks.

GRADING SCALE

S

= = 80%

U

= < 80%

Instructor(s)

Enter the name of the planned instructor or instructors, or "to be determined" if instructors are not yet identified.

Response:

Gerardo Nunez