

# Cover Sheet: Request 11155

## ORH 4804L Annual and Perennial Gardening Laboratory

### Info

Process	Course Modify Ugrad/Pro
Status	Pending
Submitter	Thetford,Mack thetford@ufl.edu
Created	9/28/2016 3:44:29 PM
Updated	1/23/2017 8:16:54 PM
Description of request	The Environmental Horticulture curriculum committee is requesting a change in the distribution of credit hours between the co-requisite Lecture and Lab courses ORH 4804 Annual and Perennial Gardening and ORH 4804L Annual and Perennial Gardening Lab. Presently the lecture course is 1 credit hour while the lab course is 2 credit hours. With the Online format of the lecture and an ability to teach much of the Lab course content utilizing the CANVAS platform, the Environmental Horticulture Curriculum Committee has approved the redistribution of the course credits to reflect a 2 credit hour lecture (ORH 4804) and a 1 credit hour lab (ORH 4804L).

### Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CALS - Environmental Horticulture 514918000	Guy, Charles L		10/18/2016
Added ORH 4804 new Lab Syllabus 2017.docx					9/28/2016
Added ucc-syllabus-checklist ORH 4804L Spring 2017.pdf					9/28/2016
Added Cover Letter ORH 4804.doc					9/28/2016
College	Approved	CALS - College of Agricultural and Life Sciences	Brendemuhl, Joel H	Edits requested by the CALS CC have been addressed.	12/19/2016
No document changes					
University Curriculum Committee	Comment	PV - University Curriculum Committee (UCC)	Case, Brandon	Added to the February agenda.	1/23/2017
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			1/23/2017
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					

<b>Step</b>	<b>Status</b>	<b>Group</b>	<b>User</b>	<b>Comment</b>	<b>Updated</b>
Catalog					
No document changes					
College Notified					
No document changes					

## Course|Modify for request 11155

### Info

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**Submitter:** Thetford,Mack thetford@ufl.edu

**Created:** 2/9/2017 10:18:01 AM

**Form version:** 2

### Responses

**Current Prefix**ORH

**Course Level**4

**Number** 804

**Lab Code** L

**Course Title** Annual and Perennial Gardening Laboratory

**Effective Term** Spring

**Effective Year** 2017

**Requested Action** Other (selecting this option opens additional form fields below)

**Change Course Prefix?**No

**Change Course Level?**No

**Change Course Number?**No

**Change Lab Code?**No

**Change Course Title?**No

**Change Transcript Title?**No

**Change Credit Hours?**Yes

**Current Credit Hours**2

**Proposed Credit Hours**1

**Change Variable Credit?**No

**Change S/U Only?**No

**Change Contact Type?**No

**Change Rotating Topic Designation?**No

**Change Repeatable Credit?**No

**Change Course Description?**Yes

**Current Course Description**The taxonomy of ornamental landscape annuals and perennials. Site evaluation, diagnostics, preparation, installation and maintenance of the color portion of commercial and residential landscaping.

**Proposed Course Description (50 words max)**A hands-on lab to implement identification, production, propagation, installation, and maintenance of annual and perennial specialty garden designs. Activities include assessment (site evaluation and diagnosis), planting (design, site preparation and installation) and maintenance of the color portion of landscapes utilizing local gardens and plants produced in lab.

**Change Prerequisites?**Yes

**Current Prerequisites**ORH 3513

**Proposed Prerequisites**ORH 3513 and PLS 3223

**Change Co-requisites?**No

**Rationale**Prerequisites have been chosen to ensure students have an understanding of plant identification and plant propagation. ORH3513 (Plant Identification) will provide students with an understanding of plant identification terminology and the skills to identify plants on the basis of morphological characteristics while PLS3223 (Plant Propagation) will provide students with an understanding of plant reproductive systems and reinforces application of student knowledge of basic plant biology, morphology and anatomy. Without this prior knowledge and skills ORH4804 would have to allocate a significant portion of the course to reviewing these topics resulting in duplication of content. These prerequisites allow a larger portion of ORH4804 to be allocated to identification of new plants and application of plant use information.

May 17, 2016

CALS Curriculum Committee,

The Environmental Horticulture curriculum committee is requesting a change in the distribution of credit hours between the co-requisite Lecture and Lab courses ORH 4804 Annual and Perennial Gardening and ORH 4804L Annual and Perennial Gardening Lab. Presently the lecture course is 1 credit hour while the lab course is 2 credit hours. With the Online format of the lecture and an ability to teach much of the Lab course content utilizing the CANVAS platform, the Environmental Horticulture Curriculum Committee has approved the redistribution of the course credits to reflect a 2 credit hour lecture (ORH 4804) and a 1 credit hour lab (ORH 4804L). This approach is consistent with the structure of the prerequisite courses Ornamental Plant Identification and Lab (ORH 3513 & ORH 3513L) and Plant Propagation lecture and lab (PLS 3223 & PLS 3223L). This distribution of course content between lecture and lab accommodates the distance delivery of a greater proportion of the course in the lecture while allowing maximum on-site flexibility for the lab courses to reflect regional facilities, crops, and the influence of teaching across Florida's three major growth zones.

Changes proposed for ORH 4804 and ORH 4804L necessitate revised prerequisites, revised course descriptions and revised learning objectives. Prerequisites have been chosen to ensure students have an understanding of plant identification and plant propagation. The lecture content has been increased by adding a proportion of the plant identification lectures from the lab to the lecture in the form of narrated presentations (PowerPoint). This core content was previously taught independently at each site by lab instructors from live samples or from a common set of photographs and outlines of plant characteristics, depending on local plant availability. Additionally, new lecture topics and gardening assignments have been introduced to the lecture course.

A co-requisite of ORH 4804 is included for ORH 4804L; however, we have intentionally not listed ORH 4804L as a co-requisite for ORH 4804. The lecture course is a requirement of the Environmental Horticulture Certificate Program which does not require the lab course. The addition of the plant identification components and assignments from the former lab format to the lecture course makes it more complete for these students who would rarely have an opportunity to take an on-site lab.

The Lab course (ORH 4804L) builds upon the concepts taught in lecture and provides an opportunity for students to practice annual and perennial plant production, implement gardening installation and management concepts and expand plant identification skills on the basis of locally available plants. Plant identification lectures that were previously provided as supplemental lectures have been incorporated along with new lab activities on plant propagation, garden design and implementation assessment, and analysis and development of a garden management plan/outline.

While a core portion of the lab content and activities will be outlined within the CANVAS environment the actual live plants used to support these components at each location may vary on the basis of the limitations of the USDA growth zone in which the course is taught. Consistency in core content is provided through the Lab Manual Exercises and Group Assignments.

Overall the revision of the ORH 4804 Lecture and ORH 4804 Lab courses result in an increase in course rigor and offers a platform for more consistency in delivery of the course on a statewide basis while accommodating the inherent differences in the plants that will grow across the three major growth zones of Florida.

Sincerely,



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Mack Thetford, Ph.D  
Associate Professor, Environmental Horticulture



**Institute of Food and Agricultural Sciences**  
West Florida Research and Education Center

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**Lab Syllabus**  
**ORH 4804L Annual and Perennial Gardening Lab**  
**Spring, Odd years**  
**1 Credit**

**Milton**  
**Dr. Mack Thetford**  
850-983-7130  
thetford@ufl.edu  
4922 Milton Campus  
5988 Hwy 90  
Milton, FL 32570

**Ft. Lauderdale**  
**Dr. Kimberly Moore**  
954-577-6328  
Klock@ufl.edu  
Room 131 FLREC  
3205 College Ave  
Davie, FL 33314

**Gainesville**  
**Dr. John C. Peterson**  
805-458-2954  
drjohncp@ufl.edu  
1543 Fifield Hall  
Gainesville, FL  
32611-0670

**Course Description:**

**ORH 4804L Annual and Perennial Gardening Laboratory**

*Credits: 1; Prereq: ORH 3513 and PLS 3223; Coreq: ORH 4804.*

A hands-on lab to implement identification, production, propagation, installation, and maintenance of annual and perennial specialty garden designs presented in ORH 4804. Lab activities include assessment (site evaluation and diagnosis), planting (design, site preparation and installation) and maintenance of the color portion of landscapes utilizing local gardens and plants produced in lab. Weekend field trip may be required.

**Learning Objectives: At the conclusion of this course, the student will be able to:**

- Recognize and identify 50+ annual and perennial plant species by common and scientific name through exposure to locally available live plant samples and application of concepts introduced as part of on-line lectures and hands-on laboratory exercises such as plant propagation, production, out-planting and maintenance activities.
- Gain annual and perennial plant production experiences via crop management activities, evaluation of crop performance and interpretation of annual and perennial plant growth performance across geographic regions and growth zones.
- Assess annual and perennial plant use and practice implementation of garden design concepts through the development of specialty garden designs, compiling lists of recommended plants, and participating in critiques of specialty garden designs.
- Practice implementation of garden management concepts via assessment and analysis of established annual and perennial gardens and development of a management activity plan/outline.

**Websites**

CANVAS (for lectures, print-outs, additional readings, Lab Manual, group assignment descriptions, discussions, etc.) <https://lss.at.ufl.edu/>

Annuals and Perennials Plant Database with images <http://hort.ufl.edu/faculty/orh4804/index.shtml>

**Optional Texts**

*Your Florida Guide to Bedding Plants*. 1997. R. Black & E. Gilman. UF/IFAS. (ISBN: 0916287173).

*Your Florida Guide to Perennials*. 2006. S. Park Brown & R. Schoellhorn, University Press of Florida (ISBN: 0813029279)

**Optional readings:**

1. *Southern Living Annuals & Perennials*. 1998. Oxmoor House, Inc. (ISBN: 0848718542).



2. *Your Florida Garden*. Watkins and Wolfe. (ISBN: 0813002338).
3. *Best Garden Color for Florida*. Vol. 2. 2003. P. Crawford. Color Garden Inc. (ISBN:0-9712220-1-0)
4. *Easy Gardens for South Florida*. 2001. P. Crawford. Color Garden Inc. (ISBN) 0-9712220-2-0)
5. *Container Gardens for Florida*. 2005. P. Crawford. Color Garden Inc. (ISBN 0971222037)

### Lab Format and Structure

- **Format:** See local posting for lab day and time. The use of tools and some outdoor, physical work can be expected. You will be notified when these outdoor activities are scheduled so that you can dress appropriately. A field trip will also be scheduled and your local lab may occur on a Saturday.
- **Plant Production:** Each student will be assigned a group of plants to produce from a liner stage to a marketable plant. You will be asked to measure growth parameters, evaluate the growth and visual quality of these plants and to keep a photo log of your plants in a Lab Record Notebook.
- **Plant Identification:** Students will learn and be quizzed on 10 sets of plants consisting of approximately 10 plants per set. On quiz days, plan on taking a 20 minute exam followed by a 20-30 minute lecture on new plant materials for the next quiz. The quizzes are cumulative, meaning that by the end of the semester the identification quizzes will cover all plants. A core set of plants presented in ORH 4804 may be included on quizzes for identification and an additional set of approximately 50 plants will be introduced by the local lab instructor based on local plant availability.
- **Written Assignments:** Five written exercises are described within the Lab Workbook. The Lab Workbook Exercises and the written Field Trip Report will be due one week after they are assigned. The Lab Workbook will be provided in an electronic format and may be accessed through the class website in CANVAS.
- **Group Assignments:** Four group assignments are outlined within the lab activities. Each group assignment will indicate if a single class report or individual student lab reports are assigned. For group projects where individual student lab reports are required students will collect data and information as a group but individual and independent lab reports will be prepared. For individual, independent lab reports there shall be no collaboration on synthesis, interpretation or presentation of results. Data collected for these assignments is not optional and will be organized within a Lab Record Notebook to be turned in as part of Group Assignment 4 - Plant Report 2.
  - **Landscape Maintenance Project:** Each student may be assigned a section and/or a container in the student gardens to plant and maintain during the semester.
  - **Landscape Design Project:** Students will design, install and maintain one or more garden projects using the plants grown and studied in class.

### Student Evaluation

You will be graded on the accuracy, conciseness, and grammar of your work. Any questions regarding your performance on any test are welcome. Grading follows University standards and will be based on the following:

<u>Activity</u>	<u>Points</u>
<b>8 plant identification quizzes (10 pts each)</b> .....	<b>80</b>
<b>5 Lab Workbook Exercises</b> .....	<b>75</b>
Lab Manual Exercise #1 – Taxonomy, Nomenclature, Terms (10)	
Lab Manual Exercise #2 – Leaf Terminology (10)	
Lab Manual Exercise #3 – Flower Anatomy (10)	
Lab Manual Exercise #4 – Site and Soil Analysis (15)	
Lab Manual Exercise #5 – Plant Selection, Garden Layout and Cost Analysis (30)	
<b>Group assignments</b> .....	<b>60</b>
Group Assignment 1 - Site Information and Production Protocol (10)	
Group Assignment 2 - Plant Report 1 (10)	
Group Assignment 3 - Propagation Exercises (30)	

- Propagation of an annual species in different substrates.
  - Propagation of a perennial species with different auxin sources/rates.
  - Germination of annual/perennial species seed.
- Group Assignment 4 - Plant Report 2 (10)
- Lab Record Notebook

<b>Field Trip Report .....</b>	<b>5</b>
<b>Landscape Project Assessment and discussion .....</b>	<b>5</b>
<b>Total</b>	<b>225</b>

- Grading follows University standards and will based on the following scale:

<u>TOTAL POINTS</u>	<u>PERCENTAGES</u>	<u>ASSIGNED GRADE</u>
212- 225	94 – 100	A
202- 211	90 - 93	A-
195- 201	87 - 89	B+
186- 194	83 - 86	B
179- 185	80 - 82	B-
172- 178	77 - 79	C+
163- 171	73 - 76	C
157- 162	70 - 72	C-
150- 156	67 - 69	D+
141- 149	63 - 66	D+
135- 140	60 - 62	D-
<135	<60	E

**Student Responsibilities**

- *Attendance:* You are expected to attend all meetings of the class, including a scheduled fieldtrip.
- *Preparation:* You are responsible for printing the lab hand-outs.
- *Plant ID Quizzes:* In order to do well in this lab, students will need to spend considerable time studying living samples and power points, and practicing rote memorization of the scientific, common and family names. A digital camera or smartphone can aid you in this aspect of the lab.
- *Handing in written assignments:* Unless otherwise stated, all assignments must be turned in at the beginning of class on the due date
- *Completion of all assignments:* You must complete all assignments and participate in class in order to pass the course. Data collection for group assignments is not optional as student collected data are needed by others for subsequent assignments.

<b>ORH 4804L - Annual and Perennial Gardening Lab Tentative schedule</b>				
<b>Consult with local site instructor to confirm local lab schedules</b>				
Week	Lab Topic	Lab Activity	Lab Assignment	Points
1	Lab organization; Introduction of students/faculty; Tour of greenhouses and Teaching Garden.	Planting of liners for statewide production projects Assess greenhouse for Group Assignment 1		
2	Plant ID review - local list 1 Plant Nomenclature and Plant Groups - Sydney Park Brown	Crop management	Due: Lab Manual Exercise #1 – Taxonomy, Nomenclature, Terms Group Assignment 1 - Site Information and Production Protocol	20

3	Plant ID review - local list 2 Leaf Morphology - Mack Thetford	Crop management	Plant ID Quiz 1 Due: Lab Manual Exercise #2 – Leaf Terminology	20
4	Plant ID review - local list 3 Flower Morphology - Hector Perez	Crop management	Plant ID Quiz 2 Due: Lab Manual Exercise #3 – Flower Anatomy	20
5	Plant ID - local list 4	Crop Management Assess plants for Group Assignment 2	Plant ID Quiz 3	10
6	Plant ID - local list 5 Plant Propagation/Seed germination - Mack Thetford	Crop management Group Assignment 3 - Propagation Exercises- - Annual plant propagation in different substrates. - Propagation of a perennial species with different auxin sources/rates. - Germination of vegetable/flower seed.	Plant ID – Quiz 4 Group Assignment 2 - Plant Report 1	20
7	Plant ID - local list 6	Crop Management Group Assignment 3 Assessment of cuttings and seeds. Potting.	Plant ID Quiz 5	10
8	Plant ID - local list 7	Crop management Group Assignment 3 Assessment of cuttings and seeds. Potting.	Plant ID Quiz 6	10
9	Plant ID - local list 8	Crop management Container Garden design and planting Assess plants for Group Assignment 4		
10	<b>Spring Break</b>			
11	Site Analysis	Crop management		
12	Flower Bed Design – Group discussion and planning	Crop management	Plant ID Quiz 7 Due: Group Assignment 3 - Individual lab reports for propagation exercises.	40
13	Field Trip - Tentative date...		Plant ID – Quiz 8 Due: Group Assignment 4 - Plant Report 2	20
14	Landscape installation			
15			Due: Field Trip Report Due: Lab Manual Exercise #4 – Site and Soil Analysis	20
16	Greenhouse clean-up Maintenance of landscape project	Plant distribution	Due: Lab Manual Exercise #5 – Plant Selection, Garden Layout and Cost Analysis	30
17			Landscape Project Assessment and discussion	5
				225

**1. Class attendance, make-up exams and other work:**

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: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>. You are required to inform your lab instructor if you must miss a class as some activities require significant preparation time prior to the scheduled date of the activity and you may not have an option to make it up.

**2. Accommodations for students with disabilities:** The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation. [www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/) 0001 Reid Hall, 352-392-8565

**3. Textbooks:** Optional as described in syllabus

**4. UF grading policies for assigning grade points:** See <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>.

**5. Online course evaluation process:**

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

**6. Materials and Supplies Fees:** \$50

**7. Critical dates for exams or other work:** Critical dates are posted within the Canvas E-Learning system and conform to the general weekly schedule of topics and assignments provided in the tentative lecture schedule.

**8. Academic Integrity:** 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>.

**9. 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.

- *University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575, [www.counseling.ufl.edu/cwc/](http://www.counseling.ufl.edu/cwc/) Counseling Services  
Groups and Workshops  
Outreach and Consultation  
Self-Help Library  
Wellness Coaching*
- *U Matter We Care, [www.umatter.ufl.edu/](http://www.umatter.ufl.edu/)*
- *Career Resource Center, First Floor JWRU, 392-1601, [www.crc.ufl.edu/](http://www.crc.ufl.edu/)*

**10. 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 as appropriate.

**11. Class demeanor:** *Common courtesy:* Cell phones and other electronic devices may be used to photograph plants during class but must be placed in silent mode. Students who receive or make calls/messages during class will be asked to leave. Students engaging in disruptive behavior (e.g., talking, texting, etc.) will be asked to leave the class. Repeat violations of these rules will result in dismissal from class.

All UCC1 forms and each UCC2 form that proposes a change in the course description or credit hours must include this checklist in addition to a complete syllabus. Check the box if the attached syllabus includes the indicated information.

**Syllabus MUST contain the following information:**

Instructor contact information (and TA if applicable)

Course objectives and/or goals

A weekly course schedule of topics and assignments

Required and recommended textbooks

Methods by which students will be evaluated and their grades determined

A statement related to class attendance, make-up exams and other work such as: "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found in the online catalog at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>."

A statement related to accommodations for students with disabilities such as: "Students requesting classroom accommodation must first register with the Dean of Student Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation."

Information on current UF grading policies for assigning grade points. This may be achieved by including a link to the appropriate undergraduate catalog web page:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

A statement informing students of the online course evaluation process such as: "Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu>.

**It is recommended that syllabi contain the following information:**

1. Critical dates for exams and other work
2. Class demeanor expected by the professor (e.g., tardiness, cell phone usage)
3. UF's honesty policy regarding cheating, plagiarism, etc. Suggested wording: UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students 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." The Honor Code (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obliged to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.
4. Phone number and contact site for university counseling services and mental health services: 392-1575, <http://www.counseling.ufl.edu/cwc/Default.aspx>  
University Police Department: 392-1111 or 9-1-1 for emergencies.

**The University's complete Syllabus Policy can be found at: [http://www.aa.ufl.edu/Data/Sites/18/media/policies/syllabi\\_policy.pdf](http://www.aa.ufl.edu/Data/Sites/18/media/policies/syllabi_policy.pdf)**