Proposal Form For Addition And Revision Of Courses

1. Proposing College / School: Agriculture
   Department: Horticulture

2. Course Prefix and Number: HORT 5910/6910
   3. Effective Term: Fall 2011

4. Course Title: Horticulture Practicum
   Abbreviated Title (30 characters or less): Horticulture Practicum

5. Requested Action:
   - Renumber a Course
   - Add a Course
   - Revise a Course

6. Course Credit:

<table>
<thead>
<tr>
<th>Contact/Group Hours</th>
<th>Scheduled Type</th>
<th>Weekly or Per Term?</th>
<th>Credit Hours</th>
<th>Anticipated Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Lecture/discussion</td>
<td>Weekly</td>
<td>1</td>
<td>15</td>
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<tr>
<td></td>
<td>Lab/practicum</td>
<td>Weekly</td>
<td>3</td>
<td>15</td>
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<tr>
<td>Maximum Hours</td>
<td></td>
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<tr>
<td>(Repeatability):</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>8</td>
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<tr>
<td>Total Credit Hours:</td>
<td></td>
<td></td>
<td>4</td>
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</table>

7. Grading Type:
   - Regular (ABCDF)
   - Satisfactory/Unsatisfactory (S/U)
   - Audit

8. Prerequisites/Corequisites:
   Use "P:" to indicate a prerequisite, "C:" to indicate a corequisite, and "P/C:" to indicate a prerequisite with concurrency.
   P: 5910 - senior standing or departmental approval; 6910 - graduate standing

9. Restrictions: List specific restriction in space above.

10. Course Description:
    (20 Words or Less; exactly as it should appear in the Bulletin)
    Practical application of a broad range of horticultural subject-matter knowledge and skills.

11. May Count Either:
    HORT 5910 or HORT 6910

12. Affected Program(s):
    (Respond "N/A" if not included in any program; attach memorandum if more space is required)

   | Program Type (e.g.: minor, major, etc.) | Program Title (e.g.: MS in Chemistry, Performance Option, Minor in Art) | Requirement or Elective?
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Major</td>
<td>BS in Horticulture</td>
<td>Elective</td>
</tr>
<tr>
<td>Major</td>
<td>MS in Horticulture</td>
<td>Elective</td>
</tr>
</tbody>
</table>

13. Overlapping or Duplication of Other Units' Offerings:
    (If course is included in any other degree program, is used as an elective frequently by other unit(s), or is in an area similar to that covered by another college/school, attach correspondence with relevant unit)

   - Applicable
   - Not Applicable
14. Justification: Based on industry and student input regarding need for more practical experience. Response to increasing requests for practical horticultural assistance from external and internal constituents. Consistent with departmental and AU strategic plans.

(Include a concise, yet adequate rationale for the addition/revision of the course, citing accreditation, assessments (faculty, graduate, and/or external) where applicable)

15. Resources: Material and supplies for activities to be provided from departmental resources. No additional resources will be required.

(Indicate whether existing resources such as library materials, classroom/laboratory space, and faculty appointments are adequate to support the proposed addition/revision; if additional resources are required, indicate how such needs will be met, referencing the appropriate level of authorization -- i.e.: Dean -- where necessary; if no additional resources or shifting of resources will be necessary, respond "Not Applicable")

16. Student Learning Outcomes: 1. Demonstrate the ability to synthesize and apply knowledge and skills learned in course work to practical horticultural situations and issues. 2. Demonstrate professional behavior and community engagement through practical service learning experiences. 3. Communicate accomplishments to faculty and peers through written and oral presentations.

(State in measurable terms (reflective of course level) what students should be able to do when they have completed this course)

17. Course Content Outline: Week 1 Introduction; scheduling Week 2 Finalize team selection and initiate Service Learning Project Week 3 & 4 First rotation Week 5 & 6 Second rotation; Report 1 due end week 5 Week 7 & 8 Third rotation; Report 2 due end week 7 Week 9 Service Learning Project progress report Week 10 & 11 Fourth rotation; Report 3 due end week 10 Week 12 & 13 Fifth rotation; Report 4 due end week 12 Week 14 & 15 Service Learning Project final presentations; Report 5 due end week 15 FINAL - Team Presentations

(Provide a comprehensive, week-by-week breakdown of course content, including assignment due dates)

18. Assignments / Projects: 1. Attendance is expected for all scheduled class meetings and project activities. For each unexcused absence, 3 percentage points will be subtracted from the final grade average, for up to 15% of the total grade. 2. Five written project reports will be required of each student, one report for each project rotation. Report format will be explained. Each report will be worth 10% of the total grade. 3. All projects will be conducted in teams consisting of three to six students per team. Each student will be required to serve as a team leader for at least one rotation. Active engagement will be required of all students in all projects. Engagement consists of active participation in class discussions and projects. This will be worth 10%. 4. A service learning project will be required. The project will be initiated no later than week 2 and conducted over the course of the full term. Each team will prepare a mid term progress report. At the conclusion of the project each student will be required to submit a final written project report. In addition each student will be required to participate in a final project team presentation. The written report valued at 15% and the project presentation valued at 10% will be combined for a total value of 25% of the course grade.

(List all quizzes, projects, reports, activities and other components of the course grade -- including a brief description of each assignment that clarifies its contribution to the course's learning objectives)

19. Rubric and Grading Scale: Attendance (15%) Rotation Project Reports (UG 50%; GRAD 25%) Project participation (10%) Service Learning Project Reports (25%)
Manuscript (GRAD only - 25%)
Total Possible percentage points (100%) 
A = 90 to 100 percentage points
B = 80 to 89 percentage points
C = 70 to 79 percentage points
D = 60 to 69 percentage points
F = below 60 percentage points

(List all components of the course grade -- including attendance and/or participation if relevant -- with point totals for each; indicate point totals and ranges or percentages for grading scale; for S/U grading, detail performance expectations for a passing grade)

20. Justification for Graduate Credit: Graduate students are expected to successfully complete three requirements in addition to those identified above. (1) An additional written manuscript will be required no later than the end of week 12 of fall and spring terms and week 7 of the 10-week summer term. The manuscript will be evaluated based on suitability for submission for publication. (2) Graduate students will assist with lab preparation, clean-up, and proper equipment/supply storage. (3) Graduate students will be assigned leadership roles throughout the term.

(Include a brief statement explaining how the course meets graduate educational standards (i.e.: rigorous standards for evaluation, development of critical thinking and analytical skills, etc.))

(Included below are standard statements regarding course policies. If necessary, a statement may be altered to reflect the academic policies of individual faculty members and/or the academic unit or department, provided that there is no conflict with the Tiger Cub, Faculty Handbook, or any existing university policy.)

POLICY STATEMENTS

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the Tiger Cub for more information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g.: hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Tiger Cub will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need special accommodations in class, as provided for by the Americans With Disabilities Act, should arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed immediately). The student must bring a copy of their Accommodation Letter and an Instructor Verification Form to the meeting. If the student does not have these forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2096 (V/TT).
HORT 5910/6910
Horticulture Practicum
Fall, Spring, and Summer
4 Credit Hours (Lecture: 1 Hour; Lab: 6 hours per week)
Pre-requisite: (HORT 5910 - Senior standing or departmental approval; HORT 6910 - Graduate level)

Instructor: Dr. J. David Williams
Office: 101 Funchess Hall
Phone: 844-3032
willi09@auburn.edu

This course is designed to offer students practical application of a broad range of horticultural subject matter knowledge and skills gained in course work in the baccalaureate or graduate degree programs.

Course Objectives

Students will:

1. Demonstrate the ability to synthesize and apply knowledge and skills learned in course work to practical horticultural situations and issues.
2. Demonstrate professional behavior and community engagement through practical service learning experiences.
3. Communicate accomplishments to faculty and peers through written and oral presentations.

Meeting Times

Class meets for discussion and presentations on Fridays from 12:00 p.m. to 12:50 p.m. in Funchess Hall Room 105. Lab times are to be determined based on student schedules and project requirements but will require six hours of practical horticultural experience per week.

Office Hours

Mondays through Thursdays 10:00 a.m. to 11:00 a.m., and other times by walk-in or prior appointment.

Textbook

No textbook is required for this class; however, the student will be required to have a daily planner and be responsible for all reading materials assigned during the course.

Attendance

Attendance is expected for all scheduled class meetings and project activities. For each unexcused absence, 3 percentage points will be subtracted from the final grade average, for up to 15% of the total grade.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the Tiger Cub for more information on excused absences.

Make-Up Policy: Arrangement to make up assignments and activities due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, arrangements to make up missed work will take place within two weeks of the date that the student initiates arrangements for it.
Rotation Project Reports
5 written project reports will be required of each student, one report for each project rotation. Report format will be explained. Each report will be worth 10% of the total grade.

Project Participation
All projects will be conducted in teams consisting of three to six students per team. Each student will be required to serve as a team leader for at least one rotation. Active engagement will be required of all students in all projects. Engagement consists of active participation in class discussions and projects. This will be worth 10%.

Service Learning Project Reports
A service learning project will be required. The project will be initiated no later than week 2 and conducted over the course of the full term. Each team will prepare a mid term progress report. At the conclusion of the project each student will be required to submit a final written project report. In addition each student will be required to participate in a final project team presentation. The written report valued at 15% and the project presentation valued at 10% will be combined for a total value of 25% of the course grade.

Grading

<table>
<thead>
<tr>
<th></th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>15%</td>
<td>15%</td>
</tr>
<tr>
<td>Rotation Project Reports</td>
<td>50%</td>
<td>25%</td>
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<tr>
<td>Project participation</td>
<td>10%</td>
<td>10%</td>
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<tr>
<td>Service Learning Project Reports</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>Manuscript</td>
<td>N/A</td>
<td>25%</td>
</tr>
<tr>
<td></td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

The translation of performance to a grade will be based on total points earned. Course grades are based on the following scale:

A = 90 to 100 percentage points
B = 80 to 89 percentage points
C = 70 to 79 percentage points
D = 60 to 69 percentage points
F = below 60 percentage points

Special Accommodations: Students who need special accommodations in class, as provided for by the Americans With Disabilities Act, should arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed immediately). The student must bring a copy of their Accommodation Letter and an Instructor Verification Form to the meeting. If the student does not have these forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2096 (V/TT).

Special Requirements for Graduate Students
Graduate students are expected to successfully complete three requirements in addition to those identified above. (1) An additional written manuscript will be required no later than the end of week 12 of fall and spring terms and week 7 of the 10-week summer term. The manuscript will be evaluated based on suitability for submission for publication. (2) Graduate students will assist with lab preparation, clean-up, and proper equipment/supply storage. (3) Graduate students will be assigned leadership roles throughout the term.

The Auburn University Oath of Honor
In Accordance with those virtues of honesty and truthfulness set forth in the Auburn Creed, I, as a student and fellow member of the Auburn Family, do hereby pledge that all work is my own, achieved through personal merit and without any unauthorized aid. In the promotion of integrity, and for the betterment of Auburn, I give honor to this, my oath and obligation.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Tiger Cub will apply to this class. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.
Schedule

Week 1  Introduction; scheduling
Week 2  Finalize team selection and initiate Service Learning Project
Week 3 & 4  First rotation
Week 5 & 6  Second rotation
Week 7 & 8  Third rotation
Week 9  Service Learning Project progress report
Week 10 & 11  Fourth rotation
Week 12 & 13  Fifth rotation
Week 14 & 15  Service Learning Project final presentations
FINAL – Team Presentations

Rotation Areas:
Nursery/Greenhouse - Principle venue will be the Paterson greenhouse facility. Activities may include, but are not limited to plant nutrition management and other plant cultural practices, pest identification and management strategies, substrate preparation and amendment calculations, irrigation system monitoring, personnel safety; and facility and equipment care and sanitation practices.

Landscape Management - Venues include Paterson Greenhouse facility grounds, AU Teaching and Demonstration Gardens, Ag Heritage Park, the L.M. Ware Courtyard and possibly other university areas. Activities may include, but are not limited to plant nutrition management, growth control and other plant cultural practices, pest identification and management strategies, irrigation system monitoring, personnel safety, general site maintenance, and facility and equipment care and sanitation practices.

Garden (Edible crop) - Venues include the AU Teaching and Demonstration Gardens and the Presidential Garden. Activities may include, but are not limited to planning, installing, and managing food crops using sustainable horticultural practices. Produce harvest and post-harvest handling activities may be required.

Garden (Ornamental) - Principle venues include the Paterson Greenhouse facility, the AU Teaching and Demonstration Gardens, and the Trial Garden at the Plant Science Greenhouse facility. Activities may include, but are not limited to planning, installing, and managing herbaceous and/or limited term woody landscape ornamental plants using sustainable horticultural practices.

Outreach Education - No specific venue. Activities may include, but are not limited to professional correspondence, development and presentation of horticultural topics to various audiences, plant identification and plant problem diagnosis delivered through customer service best practices. Relevant outreach opportunities may also be offered through local agencies, non-profit organizations, schools, associations, businesses, and residential constituents.

Please note that rotation venues and specific project activities may vary depending on needs identified by the instructor.

Practicum Team Rotations

<table>
<thead>
<tr>
<th>Rotations by Area</th>
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<tbody>
<tr>
<td>Week</td>
</tr>
<tr>
<td>3 &amp; 4</td>
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<tr>
<td>5 &amp; 6</td>
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<tr>
<td>7 &amp; 8</td>
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<tr>
<td>10 &amp; 11</td>
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<tr>
<td>12 &amp; 13</td>
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Students will be organized into teams of 3 to 6 students per team. Chart illustrates rotation schedule consisting of five teams (A - E).