**ORH 1234C: Ornamental Plant Maintenance**

**Valencia College West**

**Instructor:** Dr. Denise DeBusk

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**Email:** ddebusk@valenciacollege.edu or through Canvas email

**Modality:** Online

**Student Engagement Hours:**

* Monday-Wednesday 9:30am-12:30pm (online)
* Thursday 12-1:30pm (on campus)
* Friday 1-2:30pm (online)

**Credit Hours:** 4

**Prerequisites:** PLS 1010C or departmental approval

# **Welcome to the Course!**

Tree, shrub, and ornamental plant maintenance requires attention to several factors including watering, fertilization, mulching, integrated pest management, and many more. This course will take you through the aspects of ornamental plant maintenance while allowing you to have an in-depth study of a single landscape plant.

# **Course Information**

## **Course Description**

This course covers maintenance practices of ornamental plants and turfgrasses including plant selection, planting, mulching, mowing/pruning, fertilization techniques, and irrigation. An emphasis will be placed on the roles of integrated pest management (IPM) and best management practices (BMPs) in the protection of water resources.

## **Course Outcomes**

By the end of the course you will be able to:

1. Describe maintenance practices of ornamental plants and turfgrasses, including mowing/pruning, mulching, fertilization techniques, and irrigation.
2. Describe the best management practices in the protection of water resources.
3. Identify the most common insect pests and diseases, as well as integrated pest management strategies that can be used on landscape plants.
4. Create a maintenance plan for a specific landscape plant.

## **Textbooks (pdfs provided)**

This course uses several sources, but mainly the book by Fishel which can be purchased from the [UF/IFAS Bookstore](http://ifasbooks.ifas.ufl.edu/) for $25. As an option, you will be provided pdfs of all books and a hard copy of the book for the GI-BMP course will be provided.

* Fishel, F. (2018). Limited Commercial Landscape Maintenance, SM82. University of Florida, IFAS.
* University of Florida. (2010). The Florida-Friendly Landscaping Guide to Plant Selection and Landscape Design.
* Florida Department of Environmental Protection. (2015). Florida Friendly Best Management Practices for Protection of Water Resources by the Green Industries.

## **Valencia College Core Competencies**

Valencia’s Student Core Competencies are complex abilities that are essential to lifelong success. This course will help you to develop and demonstrate the abilities to:

1. THINK clearly, critically, and creatively;
2. COMMUNICATE with others verbally and in written form;
3. Make reasoned VALUE judgments and responsible commitments;
4. ACT purposefully, reflectively, and responsibly.

Due to the nature of these global competencies, many of the problems will be presented in the context of an application. These applications will require students to select appropriate information from the problem and communicate effectively in order to explain and/or describe how the student used the skills they are learning to arrive at an appropriate solution for the problem.

# **Our Inclusive Learning Environment**

Your success in this class is important to me. We all learn differently and bring different strengths and needs to the class. We expect everyone in this class to contribute to a respectful, welcoming, and inclusive environment to support the learning of all other members of the class. If there are aspects of the instruction or design of this course that result in barriers to your inclusion or accurate assessment or achievement, please let me know as soon as possible.

If you have a disability and require accommodations, please let me know during the first two weeks of the semester. You will need to register with the Office for Students with Disabilities (OSD) (West Campus SSB 102, 407-582-1523). OSD determines accommodations based on appropriate documentation of disabilities and provides a letter to me with them.

# **What to Expect in this Class?**

## **Teacher Expectations**

I believe that anyone can succeed in the class if the right learning environment and strategies are used. I have structured this course to provide a variety of learning assessments with diverse learners in mind. I value your uniqueness and experience and want you to value your classmates as well. We are all learning together so please reach out to me if you have any questions or need extra assistance. I am here to help you learn. ☺

* I will follow the course outline as closely as possible and will notify you of modifications in the outline if they happen.
* I will attempt to create and maintain an atmosphere in which you feel free to listen to others’ views and express your own views and ask questions to increase your learning.
* Please email me about anything which you are unclear. I tend to respond quickly and I want to be supportive of your learning and growth.
* You will receive feedback within **a week** on the submitted assignment.

## **Student Expectations**

Set goals for yourself for this course and plan/work to meet them. Value your classmate’s opinions and be open to learn new ways of thinking. Complete all assignments and quizzes without sharing/copying other’s work or answers and be proud of your work.

* Please inform me by phone or e-mail if you will be unable to complete work.
* You are expected to complete assignments thoroughly and on time and contribute to group activities.
* You are expected to check your Atlas email and Canvas inbox on a regular basis throughout the week.
* Since this is an online class, you can expect to devote **3-6 hours** each week to this course. I recommend scheduling a couple of days a week working on the assignments. Start them early so you can ask questions.
* Feel free to share feedback regarding how well the class is meeting your needs or if material is unclear. I make changes to the class based on feedback.
* It is also expected that you will treat classmates online with respect and observe the rules of confidentiality regarding personal information shared in class.

# **How your Learning will be Assessed?**

All assignments will be turned-in according to the schedule outlined in the course calendar.

**Video Guides:** Video guides include questions from the videos that will assist you in studying for the quizzes. I include scripted PowerPoints with each video since certain people learn in different ways. It is expected that your answers for your video guides will be in your own words or paraphrasing what I provide. Do not copy and paste paragraphs or sentences from the PowerPoint script. The best way to learn is to handwrite the answers and take a photo of your video guide, although you can type your answers. The video guides will be due the day before class.

**Quizzes:** Quizzes help reinforce the information covered. You will have online quizzes on each topic. It will consist of 10 multiple-choice, true/false, and matching. Each quiz will have a time limit of 15 minutes. Quizzes will be due on Sunday following the modules that week. You need to download Respondus Lockdown Browser to take the quizzes.

During the class, you will complete the requirements for your [Green Industries Best Management Practices certification (GI-BMP)](https://ffl.ifas.ufl.edu/ffl-and-you/gi-bmp-program/) which you can use to obtain a [Limited Commercial Fertilizer Certification](https://www.fdacs.gov/content/download/3144/file/lfbrochure_final.pdf) (LCFC). The LCFC is required to apply fertilizers commercially. You will have an in-class pre- and post-test, as well as associated videos and quizzes for the GI-BMP certification. You must pass with a 75% on the post-test to get the certification. The post-test score also counts towards your grade.

**Activities:** There will be associated activities to complete for each module that will provide practice with maintenance. These activities will be completed in class and submitted on Canvas. Some questions on the quizzes will come from the activities.

**Landscape Plant Maintenance Brochure:** Students will create a two-page tri-fold brochure on the maintenance of a plant. You will choose a landscape plant from Florida-Friendly Plant Selection Guide and describe the plant, growing conditions, and maintenance plan for that plant. You will have activities to guide you on your project. You will also have a peer review activity where you will submit a draft of your factsheet and review two other factsheets prior to submitting your final brochure. We will do a share-out of your brochure, so you can learn about maintenance of other plants from your peers.

**Final Exam:** There will be an online 90-min, comprehensive final examination at the end of the semester. This is a required exam.

**Extra Credit:** There are extra credit activities on most of the topics worth 1 point each on your quiz score.You can also get extra credit for completing your Student Feedback at the end of the semester.

**Late Work/Makeup Policy:** Since life sometimes gets in the way, your lowest quiz grade will be dropped. Additionally, there is a two-week grace period after assignments are due. During this time, late work is eligible for partial credit (2% deduction per day). If there are extenuating circumstances, please contact me as early as possible to discuss your options.

### **Grading Scale**

A = 89.5-100%, B = 79.5-89.49%, C = 69.5-79.49%, D = 59.5-69.49%, F = below 59.5%

Your grade will be calculated as follows:

1. Video Guides – 20%
2. Quizzes (lowest quiz dropped) – 30%
3. Activities – 20%
4. Landscape Maintenance Brochure – 20%
5. Final Exam – 10%

# **Course Schedule**

**(NOTE: This is a tentative schedule and the instructor reserves the right to change this schedule without notice)**

| **Date** | **Chapter** | **Topic** | **Wed Assignments** | **Sunday Assignments** |
| --- | --- | --- | --- | --- |
| Jan 8-14 |  | Orientation  |  | Orientation QuizBe in the Know AssignmentActivity: Introduction |
| Jan 15-21 | GI-BMP 1 | BMPs for Protection of Water | GI-BMP Pre-Test | Video GuideActivity: Watersheds and Pollution |
| Jan 22-28 | GI-BMP 2 | Lawn and Landscape | Extra Credit Activity **Quiz 1** | Video GuideActivity: Landscape Design and InstallationProject: Pick a plant |
| Jan 29-Feb 4 | GI-BMP 4 | Pruning | Extra Credit Activity **Quiz 2** | Video GuideActivity: Pruning |
| Feb 5-11 | GI-BMP 3 | Irrigation | Extra Credit Activity **Quiz 3** | Video GuideActivity: Irrigation Problems and Calibration |
| Feb 12-18 | GI-BMP 5 | Fertilization | Extra Credit Activity**Quiz 4** | Video GuideActivity: Fertilization |
| Feb 19-25 | GI-BMP 6 | Pesticides | Extra Credit Activity**Quiz 5** | Video GuideActivity: Reading Labels and IPM |
| Feb 26-Mar 3 | 9 | IPM and Pollinator Protection  | Extra Credit Activity**Quiz 6****GI-BMP Post-test**  | Video GuideActivity: CCD Case Study |
| Mar 4-10 | 15/16 | Pesticides, Equipment, and Calibration | Extra Credit Activity**Quiz 7** | Video GuideActivity: Measurements and CalibrationProject: Plagiarism Quizzes |
| Mar 11-17 | 11 | Arthropods | Extra Credit Activity**Quiz 8** | Video GuideActivity: Ornamental Pest MatchProject: Brochure Draft Due |
| Mar 18-24 |  | ***Spring Break*** |
| Mar 25-Mar 31 | 10 | Ornamental Plant Diseases  | Extra Credit Activity**Quiz 9** | Video GuideActivity: Ornamental Plant DiseasesProject: Peer Review Due |
| Apr 1-7 | 12 | Nematodes | Extra Credit Activity**Quiz 10** | Video GuideActivity: Ornamental Plant Nematodes**Project: Brochure Final** |
| Apr 8-14 | 13 | Weeds  | Extra Credit Activity**Quiz 11** | Video GuideActivity: Weeds |
| Apr 15-21 | 14 | Palm Pests and Disorders | Extra Credit Activity**Quiz 12** | Video GuideActivity: Palms |
| Apr 22-25 |  | **Final Exam** |  | **Final Exam**  |

## **Vacations and other important dates**

* Jan 8 – Classes begin
* Jan 15 – Martin Luther King Jr Day (no classes)
* Jan 16 – Drop/Refund Deadline
* Feb 9 – Learning Day (no classes)
* Mar 15 – Withdrawal deadline
* Mar 18-24 – Spring Break (no classes)
* Apr 28 – Term ends

# **How can you Contact Me?**

You may contact me in various ways during this semester.

* You may contact me through the [Canvas Inbox](https://online.valenciacollege.edu/conversations). This is probably the best and quickest method of communication. I will respond to your message within 48 hours, often much sooner, with the exception of days and times when the college is closed.
* For more complicated issues (e.g. walking you through an assignment, personal issues), your best option is to [schedule a Zoom meeting](https://outlook.office365.com/owa/calendar/StudentEngagement%40valenciacollege.edu/bookings/) with me.
* You may email me at ddebusk@valenciacollege.edu. In your messages (if not using the Canvas Inbox), please indicate your course number so that I may better assist you.
* You may schedule to meet me in my office when I’m on campus.
* If you prefer to speak to me directly, my **Valencia phone number** is (407) 582-5100, and I will be happy to make an appointment with you.

# **What Policies are in the Course?**

**No Show Policy**

Since this is an online class, attendance is counted as assignments submitted. The Orientation Quiz is the required attendance activity for the first week. You need to complete the activity to show that you are attending the course. If you do not complete that activity by the end of the week, you will be withdrawn from the class as a “no show.” You will still be financially responsible for the class and a final grade of “WN” will appear on your transcript for the course. If you are unable to complete the Orientation Quiz during the first week, notify me as early as possible and we can discuss your options. If you are not planning to continue the class, make an effort to drop the course before the deadline.

## **Attendance Policy**

This is an online course, available 24/7, managed through Canvas. You must have access to the Internet (available on all Valencia campuses) to complete the course requirements. Your online attendance will be checked based on your participation in the course and submission of coursework. In the event of an extended absence, you should contact me so that we can discuss your options. If you do not submit any assignments for two weeks, I will email you about your absence. If I don’t get an email back within a week explaining your absence, I will withdraw you from the class. If you contact me but do not begin completing work, you will be withdrawn after another week. After the withdraw deadline, students with an absence of more than 2 weeks will receive the final grade that is earned according to the course grading policy.

**Withdrawal**

The deadline for Drop/Refund is **Jan 16th** and for Withdrawal is **Mar 15th**. Per [Valencia policy](http://catalog.valenciacollege.edu/academicpoliciesprocedures/courseattemptscoursewithdrawal/) a student who withdraws from class before the established deadline for a particular term will receive a grade of “W. A student is not permitted to withdraw after the withdrawal deadline.

Since I have an attendance policy, I can withdraw you for violation of that policy, but I strive to work with you so that you can complete the class. If you are withdrawn, you will receive a grade of “W”. This can affect you financially and cause problems with any future financial aid you receive. After the withdrawal deadline, I will not withdraw you and you will receive the grade earned at the end of the course. If you withdraw or is withdrawn from a class during a third or subsequent attempt in the same course, you will automatically be assigned a grade of “F.” If you do not intend to complete the course, you must withdraw yourself prior to the withdrawal date. Prior to withdrawing, please reach out to me to discuss your situation.

**Academic Integrity**

Valencia College is a community of scholars committed to the values of integrity. In this community, all members including faculty, staff, and students alike are responsible for maintaining the highest standards of academic honesty and quality of academic work. As a student and member of the Valencia College community, you are expected to demonstrate integrity in all of your academic endeavors. Unacceptable behavior include cheating, fabrication, plagiarism, using unauthorized study aids, or facilitating academic misconduct. Please review our campus policy on [academic integrity](https://valenciacollege.edu/about/general-counsel/policy/documents/volume8/8-11-academic-dishonesty.pdf).

All work submitted by you is expected to be the result of your individual thoughts, research, and self-expression. Whenever you use ideas, wording, or organization from another source, the source shall be appropriately acknowledged. Copying and pasting from an online source without paraphrasing the information first, even if providing a reference, is still considered plagiarism. Since writing can be difficult, I will provide you resources to assist your efforts. I use a program called Turnitin to check for similiarities with online sources. Any score on Turnitin above 24% is reviewed for plagiarism. You can see your score a few minutes you submit it (under Grades it will have a green, yellow, or red flag that you can click). If too much of your work is similar, I will allow a rewrite within the grace period and your deduction will be based on the automatic daily deduction. If you submit it after the grace period, you will get 50% of the assignment score for the first offense. A second offense will result in a zero score on the assignment and a third offense will result in a class grade of F. Take advantage of the project check-ins to receive feedback on your writing.

## **Netiquette**

It is important to be aware of your behavior in an online learning environment to ensure positive interactions with your instructor and peers. This requires you to follow some guidelines for behaviors.

All students are expected to:

* Show respect for the instructor and for other students in the course
* Respect the privacy of other students
* Express differences of opinion in a polite and rational way
* Maintain an environment of constructive criticism when commenting on the work of other students
* Remain focused on the learning topics during discussions and activities

**College Student Conduct Policy**

Valencia is dedicated not only to the advancement of knowledge and learning but also to the development of responsible personal and social conduct. As a registered student, you assume the responsibility for conducting yourself in a manner that contributes positively to Valencia’s learning community and that does not impair, interfere with, or obstruct the orderly conduct, processes, and functions of the college as described in the [Student Code of Conduct](https://valenciacollege.edu/about/general-counsel/policy/documents/Volume8/8-03-Student-Code-of-Conduct.pdf).

## **Technology Requirements**

Students should verify [computer software and hardware requirements](https://valenciacollege.edu/employees/office-of-information-technology/technology-support-services/computer-hardware-software-standards.php) to ensure course work can be submitted successfully.  Since all assignments are submitted through Canvas (unless otherwise noted), access to a computer is required for this course. You will need to download Respondus Lockdown Browser to access the quizzes and final exam which requires a computer (not an ipad, tablet, or Chromebook). Students can [borrow a computer](https://valenciacollege.edu/laptop) from Valencia for the semester. Canvas lists [minimum computer specifications](https://community.canvaslms.com/docs/DOC-10721) and [supported browsers](https://community.canvaslms.com/docs/DOC-10720) to ensure compatibility. The [Chrome browser](https://www.google.com/chrome/browser/desktop/index.html) is recommended. Students are also encouraged to install the Canvas app on their [Android](https://play.google.com/store/apps/details?id=com.instructure.candroid&hl=en) phone or [iPhone](https://itunes.apple.com/us/app/canvas-by-instructure/id480883488?mt=8) in order to receive mobile notifications and to access your courses via your mobile device.

## **Third Party Software & FERPA Policy**

Valencia College has a firm commitment to protecting the privacy rights of its students. Under no circumstances will your test scores, total points, or final grades be discussed on the telephone or over e-mail.  FERPA rights to privacy prevent the divulging of scores or related materials by these means. Scores will only be given face-to-face with each student or by accessing your ATLAS account.

## **Mask policy and CDC Physical Distancing Guidelines**

The health and safety of everyone at the college is our top priority. It is expected to wear masks and maintain physical distancing. If you do not have a mask, the college will provide one for you. You may find it helpful to refer to current research on the importance of masking for public safety. Feel free to check out the [CDC guidelines on masking](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html).

## **COVID-19 Wellness, Reporting, and Support**

If you find yourself feeling unwell and suspect you might be experiencing symptoms of COVID-19, test positive for COVID-19, or have been in close contact with someone who has the COVID-19 virus, please stay home. Please also report this to Valencia’s COVID-19 case manager Tanya Mahan, at COVIDillness@valenciacollege.edu, so the College can determine how to best support you.

If you are unable to participate in the course due to illness, family emergency, etc., please communicate with me as soon as possible in order to create a plan for the best course of action.   In the case of a prolonged online absence of one week or more, you and I will meet to discuss options and determine your ability to continue in the course.

# **Student Resources for Support and Learning**

As a Valencia College student, you may experience challenges such as struggles with academics, finances, or your personal well-being. Valencia College has a multitude of resources available to all students. Many of these resources are listed below and we encourage all students to explore them as needed. **If you are experiencing a mental health emergency please contact 9-1-1 or BayCare Behavioral Health at (800) 878-5470.**

* **Student Assistance Program:** Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. [BayCare Behavioral Health Student Assistance Program](https://baycare.org/services/behavioral-health/assistance-programs/student-assistance-program/valencia-college) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available.
* **Valencia Counselors:** Valencia counselors care about your emotional well-being so they offer both virtual and in-person options to connect with students. Connect to counselors through the [student support form](https://valenciacc.ut1.qualtrics.com/jfe/form/SV_40fCWDqhRBjrNrv).
* **Pooky’s Pantry:** It is a free resource that offers non-perishable food items, hygiene items, socks, outside resource information, and local housing information. There are [locations](https://valenciacollege.campuslabs.com/engage/organization/pookyspantry) on each campus.
* **Advising:** The advisor for the Plant Science and Agricultural Technology program is Heidi Shugg. She can be reached at hshugg1@valenciacollege.edu or 407-582-1461. You can schedule an appointment using her [link](https://bit.ly/AdvisingWithHeidi)**.** She is a great resource for questions about classes, degree programs and certificates, graduation, and transferring to a university.
* **Learning Support:** Learning Support Services provides students with academic support through distance tutoring, face to face tutoring at the campuses, writing consultations, library services, and resources. Tutoring is offered in most academic disciplines including math, science, foreign languages, English for academic purposes (EAP), computer programming and writing assistance for any course. For more information on how to access tutoring and library research assistance, please visit the college-wide [Learning Support Services LibGuide](https://libguides.valenciacollege.edu/distancetutoring).
* **Skillshops:** [Skillshops](https://valenciacollege.edu/students/student-services/skillshops.php) are free workshops, or mini courses that provide real-life solutions to common student issues.
* **Career Center:** Don’t wait until your last year – visit the [career center](https://valenciacollege.edu/students/career-center/) today!
* **Library**: At each campus library, librarians and other qualified staff can assist students with searching and finding items and information, MLA and APA citations, and technologies. The library provides a variety of books, eBooks, online articles, textbooks, DVDs and streaming videos to support course-related research and other learning needs. View the [Library website](http://valenciacollege.edu/library/) for more information.

# **How to Succeed in this Course?**

There are many ways for you to show us what and how you are learning, through your effort, interaction and class participation, application of scientific thinking to solve real world problems, and performance on assignments and quizzes. This class has been structured to help all students get the support and guidance needed to succeed in your learning. The below graphic is how the class is structured to best facilitate learning. If you skip ahead, such as missing an activity because it will take too long, this breaks the chain in understanding and you may not do as well on the quiz or your project. If you miss the project check-ins then you may receive a grade that you weren’t expecting because you misinterpreted the rubric. The following tips will help you be successful in this class and in other classes throughout your career at Valencia College.

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* **Attend class!** You learn more if you attend class. This is a hands-on class with a lot of activities which are completed in class.
* “LEARNING” IS AN ACTION VERB!!Most students need to do more than just watch lectures and reread their notes.  **Spend 1-2 hour blocks of time several days a week** actively writing or discussing concepts to make them a part of your memory. Use the words you learn often, they will sink in better.
* **Check Canvas every other day**and **change your settings** so you are getting the notifications for announcements and submission comments in your email. You don’t want to miss an important announcement or extra credit opportunity.
* **Do the extra credit activities!** They are great review and give you a little buffer on your quizzes.
* **Progress through the modules** rather than relying on the to-do list on Canvas.The module is set-up to guide you through material and increase mastery of the information.
* **Make to-do lists and prioritize tasks.**Record all the things you need to accomplish then focus on completing one task at a time. Prioritize your task based on the most critical and time-sensitive ones. You can use paper to-do lists or an app. Don’t forget to reward yourself for a job well done once tasks have been successfully completed.
* **Eliminate distractions**so your attention is on the task-at-hand. You will finish tasks and move on to the next ones more quickly while paying more attention to details. Turn off the TV, put your phone on silent, and keep your study area organized.
* **Take good notes.**Record the key points of the video or lecture and answer your video guides without writing down too much extraneous information.
* **Take a break.** Take a 10-15 minute break each hour or a 5-minute break after every 20 minutes of studying. This will prevent you from burning out too soon and you are more likely to retain the material compared to studying 3 hours straight. Good break options include listening and singing to a song, taking a walk, or getting a snack.
* **Ask questions.**Make lists of confusing topics from your studying and ask questions (as many as you can!). Talking to your professor helps you as well your professor to refocus on the topic again.