COURSE OUTLINE

Course Number  Course Title  Credits
OHT 232    Nursery Management  3

Hours  Co- or Pre-requisite
lecture/Lab/Other  OHT 102 or Permission of the
2/2/0  Program Coordinator

Co- or Pre-requisite
sem/year
Spring 2015

Course Coordinator: Amy Ricco, Associate Professor
Phone Number: (609)570-3372
E-Mail: riccoa@mccc.edu

Course Description:
A general study of nursery crop production, nursery operation and mechanics. Topics covered include planting and transplanting trees and shrubs, fertilization, pest control, irrigation, pruning, plant propagation techniques, day to day business operations, and managing employees. A field study of local businesses and lab exercises will be used to reinforce lecture material.

Required Text: Nursery Management: Administration and Culture - Davidson, Mecklenburg, and Peterson

Course Goals:
• Recognize and practice proper plant propagation and production techniques for both field and container grown plants.
• Analyze different types of nursery and nursery related businesses, and determine what is needed in order to make them successful businesses.
• Visit several different types of businesses to compare and contrast styles in production and business management.

Units of Study:

Unit 1: Course Introductions; Question Suggestions for Projects; History of the Nursery Industry; Importance to New Jersey; Related Organizations
Readings: Chapters 1 and 2

Unit 2: Propagation of Nursery Stock; Growing Media and Components
Readings: Chapter 11

Unit 3: Starting a Nursery Operation from the Growers Perspective
Readings: Chapters 3, 4, 5, and 6
Unit 4: Field Grown Nursery Stock; Care and Maintenance of Nursery Stock; Case Studies  
Readings: Chapters 12, 13, 14, 15, 16, and 17

Unit 5: Container Grown Nursery Stock; Care and Maintenance of Nursery Stock; Case Studies  
Readings: Chapters 13, 14, 15, 16, and 17

Midterm Exam

Unit 6: Starting a Nursery Operation from the Business Perspective  
Readings: None

Unit 7: Wholesale Marketing and Shipping  
Readings: Chapters 8, 9, and 10

Unit 8: Financial Management of Nursery Operations  
Readings: Chapter 7

Project Due: Project Results Discussion Session

Final Exam

Grading:  
Grades will be based on the following point system.

<table>
<thead>
<tr>
<th></th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm Exam</td>
<td>150</td>
</tr>
<tr>
<td>Final Exam</td>
<td>150</td>
</tr>
<tr>
<td>Nursery Project</td>
<td>100</td>
</tr>
<tr>
<td>Attendance &amp; Participation</td>
<td>150</td>
</tr>
<tr>
<td>Study Questions</td>
<td>150</td>
</tr>
<tr>
<td>Lab Attendance</td>
<td>120</td>
</tr>
<tr>
<td>Total</td>
<td>820</td>
</tr>
</tbody>
</table>

Explanation of Point System:

Exams - Exams will be based on lecture material. The midterm will be based on the first half of the course. The final exam will be cumulative with an emphasis on the second half of the course. The date of the final exam is to be announced. I reserve the right to re-test you if a grade received is not consistent with your normal performance. You must show up on time to take your exams. If you are late to class to take an exam, and one of your classmates has already finished the exam and left the room, you will not be allowed to take it. In case of an emergency, you must call within 24 hours of the exam in order to do a make-up. You are also responsible for all missed class material for exams. I would suggest that you pair up with a classmate so you can have access to missed notes, etc.
Attendance and Participation - Your attendance and participation for the course will be evaluated at the end of the semester. Criteria for the evaluation includes punctuality and the quality of participation.

Project - This project requires you to visit a nursery operation you are interested in and write a paper about it. The paper should adequately cover the topic areas that are discussed in class over the course of the semester. You will need to set up an appointment with someone who works at the nursery in order to get your questions answered. You are required to formulate a list of questions to ask when you do the interview. I will review your questions and give you suggestions on what you should add and/or delete to your list. You will lose 10 points if your paper is not typed, and 15 points for every day that it is late. Papers will be presented in a “round table” discussion on the due date.

Study Guides - Each week, you will be assigned a study guide that will be due the following week at the beginning of the class session. The study guide will contain questions based on the lecture and textbook material covered in class. Study Guides are worth 10 points each. You are responsible for obtaining a study guide if you missed class.

Make-up Policy - The instructor must be notified within 24 hours of an exam if it is going to be missed for an excused reason. (Excused absences include illness, death, transportation problems etc.). If this is done, the student will be able to make up the exam at the convenience of the instructor. Otherwise, no make-up will be offered. You are also responsible for all missed class material for exams. I would suggest that you pair up with a classmate so you can have access to missed notes, etc.

Mercer’s Grading System:

A  93 – 100
A-  90 – 92
B+  87 – 89
B   83 – 86
B-  80 – 82
C+  77 – 79
C   70 – 76
D   60 – 69
F   0 – 59

Cell Phone Policy - According to college policy, the ringer on all cell phones must be turned off during class.

Statement of Academic Integrity -
“Any student who a) knowingly represents the work of others as his/her own, b) uses or obtains unauthorized assistance in the execution of any academic work, or c) gives fraudulent assistance to another student is guilty of cheating. Violators will be penalized in accordance with established college policies and procedures.” (If you are caught cheating, you will receive a zero for the test or assignment and you will be turned into the Academic Integrity Committee.)
Statement from the Office of Special Services –

Accessibility Statement

Mercer County Community College is committed to ensuring the full participation of all students in its programs. If you have a documented differing ability or think that you may have a differing ability that is protected under the ADA and Section 504 of the Rehabilitation Act, please contact Arlene Stinson in LB 216 stinsona@mccc.edu for information regarding support services.

If you do not have a documented differing ability, remember that other student resources are available to all students on campus including academic support through our Learning Center located in LB 214.

Statement from the Office of the “First 30”:

First Semester Students A coach has been assigned to assist you with navigating your first semester in college. Coaches help with understanding how Mercer works, finding appropriate help with course work, and establishing academic goals. Visit www.mccc.edu/coaching to find your coach or Contact: Arlene Stinson, LB217, 570-3451, SOAR@mccc.edu

Academic Advising after your first semester Faculty advisors provide help with completing your major after your first semester. Meet your faculty advisors! Contact the division of your major to find out who is your faculty advisor.

Liberal Arts Division: Debbie Stotland, LA162, 570-3378, Stotland@mccc.edu
Business Division: Doris Geck, BS134, 570-3482, Geckd@mccc.edu
Math, Science, Health: Barbara Pieslak, MS126, 570-3383, pieslakb@mccc.edu
Undecided major: Michael Glass, SC201, 570-3530, glassm@mccc.edu

Use your “MyMercer” Portal! Your “MyMercer” portal contains your MercerMail, financial information, class schedule, grades, and other information. Check your “MyMercer” portal every day! Visit www.mccc.edu/mymercer to access your portal.

Tutoring support Academic support services are free and available for all students. Drop in or contact the following to make arrangements:

Arlene Stinson (WWC), LB 217, 570-3422, stinsona@mccc.edu
Joann Mia (TC), KC311, 570-3128, miaj@mccc.edu

Reasonable Accommodations for Students with Documented Disabilities The Office of Special Services (OSS) provides continued support to students with documented disabilities. Support staff are available to help students with differing abilities make a smooth transition to college as well as to succeed throughout their college experience. Contact:

Arlene Stinson, LB 217, 570-3525, stinsona@mccc.edu

Career and Transfer Center Planning to go to work or to transfer to a 4-year college after completing your Mercer degree? Contact the Career and Transfer Center for support and advice.

Laurene Jones (WWC transfer services), SC201, 570-3307, jonesl@mccc.edu
Michael Glass (WWC career services), SC201 570-3530, glassm@mccc.edu
Kimberley Bowser (TC transfer and career), KC216, 570-3110, bowserk@mccc.edu
**Counseling Services** Are you experiencing personal challenges, feeling overwhelmed? Are you having stress and anxiety? Counseling services are available free of charge. Contact: Dorothy Gasparro, SC239, 570-3354, gasparrd@mccc.edu

**Veteran’s Services** If you are military, veteran, or family member, we offer free support for you. Contact: Drew Daddio, SC220, 570-3240, vets@mccc.edu

**Important Spring 2015 dates** For complete list, visit [www.mccc.edu/news_calendar_academic](http://www.mccc.edu/news_calendar_academic)
- 1/19/15 – Last day for 100% refund
- 1/26/15 – Last day for 50% refund
- 2/2/15 – Last day to apply for May 2015 graduation (apply at AD128)
- 2/24/15 – 10-week semester starts
- 4/3/15 – Last day to withdraw from 15-week class
- 4/15/15 – Start FASFA for Fall 2015
Lab Activities:

1/20 – Trade Show  
1/27 – Conifer Propagation  
2/3 – Hardwood Cutting Propagation  
2/10 – Seed Propagation  
2/17 – Nursery Layout Lab – Part I (Design and Present)  
2/24 – Set-up at Philadelphia Flower Show  
3/3 -  
3/10 –  
3/17 – No Lab – Spring Break  
3/24 – Nursery Layout Lab – Part II (Planting Design)  
3/31 –  
4/14 –  
4/21 –  
4/28 –  
5/5 –

Nurseries to visit:  
Fernbrook  
Timothy’s  
Pleasant Run