

**MEMORANDUM TO:** Ogden College of Science and Engineering Curriculum Committee

|                       |                     |                     |
|-----------------------|---------------------|---------------------|
| Dr. Jack Rudolph      | Dr. James Gary      | Dr. Keith Sylvester |
| Dr. Martin Stone      | Dr. Huanjing Wang   | Dr. John Klhouryieh |
| Dr. Bruce Schulte     | Dr. Julie Ellis     | Dr. Mark Robinson   |
| Dr. Scott Grubbs      | Dr. Warren Campbell | Dr. Attila Por      |
| Dr. Cathleen Webb     | Dr. David Keeling   | Dr. Keith Andrew    |
| Dr. Hemali Rathnayake | Dr. Xingang Fan     | Dr. Lou Strolger    |
| Dr. Les Pesterfield   |                     |                     |

**FROM:** Bruce Kessler, Chair

**SUBJECT:** Agenda for Thursday, September 6, 2012, 3:45 p.m. in COHH 4123

**A. OLD BUSINESS:**

- I. Consideration of the minutes of the April 5, 2012, meeting.

**B. NEW BUSINESS:**

**Consent Items**

**I. Department of Computer Science**

1. Proposal to Revise Course Prerequisites
  - a. CS 446, Interactive Computer Graphics, 3 hours
  - b. CS 456, Artificial Intelligence, 3 hours

**Action Items**

**I. Department of Agriculture**

1. Proposal to Make Multiple Revisions to a Course
  - a. HORT 316, Greenhouse Production, 2 hours
  - b. HORT 317, Greenhouse Production Laboratory, 1 hour
2. Proposal to Create a New Course
  - a. HORT 340, Commercial Floriculture Production, 4 hours
  - b. HORT 420, Floral Shop Management, 4 hours
3. Proposal to Create a New Interdisciplinary Minor Program
  - a. Minor in Floristry, 18 hours

**C. OTHER BUSINESS**

**MEMBERS PRESENT:**

Dr. Martin Stone  
Dr. Bruce Schulte  
Dr. Scott Grubbs  
Dr. David Erbach  
Dr. Zhonghang Xia  
Dr. Julie Ellis

Dr. Fred Siewers  
Dr. Keith Sylvester  
Dr. Mark Robinson for Dr. Peter Hamburger  
Dr. Keith Andrew  
Dr. Attila Por  
Dr. Alex Barzilov

**FROM:** Dr. Bruce Kessler for Dr. Andrew Ernest, Chair

**OLD BUSINESS:**

Erbach/Robinson moved approval of the minutes from the March 1, 2012, meeting.  
Motion passed.

**NEW BUSINESS:**

**Consent Items**

Consent agenda was accepted as presented.

**Action Items**

**Department of Biology**

Erbach/Andrew moved approval of the proposal to make multiple revisions to a course, BIOL 199, Introduction to Research Experience. Motion passed.

**Department of Chemistry**

Erbach/Grubbs moved approval of the proposal to make multiple revisions to a course, CHEM 450, Physical Chemistry I. Motion passed.

**OTHER BUSINESS**

No other business.

Erbach/Grubbs moved to adjourn. Meeting adjourned at 3:53 p.m.

Proposal Date: 04/05/12

**Ogden College of Science and Engineering  
Department of Mathematics and Computer Science  
Proposal to Revise Course Prerequisites  
(Consent Item)**

Contact Person: Zhonghang Xia, [zhonghang.xia@wku.edu](mailto:zhonghang.xia@wku.edu), 745-6459

**1. Identification of course:**

- 1.1 Course prefix (subject area) and number: CS 446
- 1.2 Course title: Interactive computer graphics
- 1.3 Credit hours: 3

**2. Current prerequisites:** MATH 307 and a grade of "C" or better in CS 338

**3. Proposed prerequisites:** MATH 307 and CS 280, both with grades of C or better

**4. Rationale for the revision of prerequisites:**

The course number of CS 338 has been changed to CS 280. Requiring a grade of C or better in MATH 307 will improve students' chances for success in CS 446.

**5. Effect on completion of major/minor sequence:**

None.

**6. Proposed term for implementation:** Spring 2013

**7. Dates of prior committee approvals:**

Math and CS Department \_\_\_\_\_4/172012\_\_\_\_\_

Ogden College Curriculum Committee \_\_\_\_\_

University Curriculum Committee \_\_\_\_\_

University Senate \_\_\_\_\_

**Attachment: Course Inventory Form**

Office of the Registrar

**COURSE INVENTORY FORM**

**Course Revisions**

**Note: If course revision affects subject area, course number, or course title, complete both #1 and #2, and any other proposed changes.  
If course revision does not affect subject area, course number, or course title, complete #1, and any proposed changes ONLY.**

1. **Identification of Existing Course**

Existing Subject Area   
 Existing Course Number   
 Existing Course Title

2. **Identification of Proposed Course**

Proposed Subject Area   
 Proposed Course Number   
 Proposed Official Course Title   
 Proposed Abbreviated Title

**Course Revisions: Check box at left and complete only those items that are being changed. Leave other items blank.**

3. **First effective term for course revision** (e.g. Spring 2011=201110, Fall 2011=201130)

4. **Offering Unit** (See Table of Code Values.) College  Department

5. **Credit Hours** Fixed Credit Hours:  Variable Credit Hours

6. **Repeat Limit** (See instructions.)  **Total Maximum Hours** (See instructions.)

7. **Grading** (Check all that apply.)  Standard Letter Grading  Pass/Fail Only  No Grade  
 In Progress – IP (course is intended to span more than one term)

8. **Schedule Type** (See Table of Schedule Types.)

9. **Corequisites** (courses required to be taken **concurrently** with this course)

|                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Subject Area         | Course Number        | Subject Area         | Course Number        | Subject Area         | Course Number        |
| <input type="text"/> |

10. **Equivalent Courses** (Include Commonwealth School courses and other equivalent courses.)

|                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Subject Area         | Course Number        | Subject Area         | Course Number        | Subject Area         | Course Number        |
| <input type="text"/> |

11. **Prerequisites** (See instructions.)

|                                   |                                  |                                  |                                 |                                  |                      |
|-----------------------------------|----------------------------------|----------------------------------|---------------------------------|----------------------------------|----------------------|
| Subject Area                      | Course Number                    | Subject Area                     | Course Number                   | Subject Area                     | Course Number        |
| <input type="text" value="MATH"/> | <input type="text" value="307"/> | <input type="text" value="AND"/> | <input type="text" value="CS"/> | <input type="text" value="280"/> | <input type="text"/> |

Other

12. **Course Attribute**  Honors Course  Developmental Course

13. **Course Restrictions**  Include/ Exclude College  College  Major  Major  Classification

14. **Course Description** (Indicate exactly as it should appear in the University Catalog. Include pertinent special information, e.g., course fees, pass/fail grading, field trips, transportation requirements, etc.)

15. **Approvals:** Department Head \_\_\_\_\_ Date \_\_\_\_\_  
 Undergraduate Curriculum Committee \_\_\_\_\_ University Senate \_\_\_\_\_  
 Graduate Council \_\_\_\_\_

**Office of the Registrar Use**

CIP   
 Banner Data \_\_\_\_\_  
 Course Description \_\_\_\_\_  
 Evaluate \_\_\_\_\_

Proposal Date: 04/05/12

**Ogden College of Science and Engineering  
Department of Mathematics and Computer Science  
Proposal to Revise Course Prerequisites  
(Consent Item)**

Contact Person: Zhonghang Xia, [zhonghang.xia@wku.edu](mailto:zhonghang.xia@wku.edu), 745-6459

**1. Identification of course:**

- 1.1 Course prefix (subject area) and number: CS 456
- 1.2 Course title: Artificial intelligence
- 1.3 Credit hours: 3

**2. Current prerequisites:** A grade of "C" or better in CS 338 and CS 360

**3. Proposed prerequisites:** CS 360 and CS 280, both with grades of C or better

**4. Rationale for the revision of prerequisites:**

The course number of CS 338 has been changed to CS 280.

**5. Effect on completion of major/minor sequence:**

None.

**6. Proposed term for implementation:** Spring 2013

**7. Dates of prior committee approvals:**

Math and CS Department \_\_\_\_\_4/17/2012\_\_\_\_\_

Ogden College Curriculum Committee \_\_\_\_\_

University Curriculum Committee \_\_\_\_\_

University Senate \_\_\_\_\_

**Attachment: Course Inventory Form**



Proposal Date: June 13, 2012

**Ogden College of Science and Engineering  
Department of Agriculture  
Proposal to Make Multiple Revisions to a Course  
(Action Item)**

Contact Person Roger Dennis    [roger.dennis@wku.edu](mailto:roger.dennis@wku.edu)    (270)745-3382

**1. Identification of course:**

- 1.1 Current course prefix: HORT 316
- 1.2 Course title: Greenhouse Production
- 1.3 Credit hours: 2

**2. Revise course title:**

- 2.1 Current course title: Greenhouse Production
- 2.2 Proposed course title: Greenhouse Maintenance and Operation
- 2.3 Proposed abbreviated title: Greenhouse Maint & Operation
- 2.4 Rationale for revision of course title: The revised title better reflects the emphasis on the structural aspects of greenhouse operation, which, over the years, have become the primary focus of the course.

**3. Revise course number: NA**

- 3.1 Current course number:
- 3.2 Proposed course number:
- 3.3 Rationale for revision of course number:

**4. Revise course prerequisites/corequisites/special requirements: NA**

- 4.1 Current prerequisites/corequisites/special requirements: (indicate which)
- 4.2 Proposed prerequisites/corequisites/special requirements:
- 4.3 Rationale for revision of course prerequisites/corequisites/special requirements:
- 4.4 Effect on completion of major/minor sequence:

**5. Revise course catalog listing:**

- 5.1 Current course catalog listing: Structures, equipment and cultural techniques for growing floriculture crops with special emphasis on the production of container plants, foliage crops and bedding plants.
- 5.2 Proposed course catalog listing: Structures, equipment, and maintenance of greenhouse facilities and an introduction to basic techniques for growing floriculture crops
- 5.3 Rationale for revision of course catalog listing: Over the years, this course has evolved to emphasize more the structural aspects of greenhouse operation rather than the cultural practices of growing plants, which are covered thoroughly in HORT 340.

**6. Revise course credit hours: NA**

- 6.1 Current course credit hours:
- 6.2 Proposed course credit hours:
- 6.3 Rationale for revision of course credit hours:

**7. Proposed term for implementation:** Spring 2013

**8. Dates of prior committee approvals:**

|                                    |         |
|------------------------------------|---------|
| Department of Agriculture          | 8/13/12 |
| OCSE Curriculum Committee          | _____   |
| Undergraduate Curriculum Committee | _____   |
| University Senate                  | _____   |

**Attachment: Course Inventory Form**

# COURSE INVENTORY FORM

Check One  **Create New Course**  
 **Temporary Course Offering**

1. Has this course previously been offered on a temporary basis?  Yes  No If yes, indicate the term offered 201130

2. Subject Area HORT Course Number 316 Course Title (as it should appear on the transcript; maximum of 30 letters & spaces) GREENHOUSE MAINT & OPERATION

3. Term for Implementation (e.g., Spring 2012=201210, Fall 2012=201230) 201310

4. Official Course Title GREENHOUSE MAINTENANCE AND OPERATION

5. Offering Unit (See Table of Code Values.) College SC Department AGRI

6. Credit Hours Fixed Credit Hours: 2.00 Variable Credit Hours

7. Repeat Limit (See instructions.)  Total Maximum Hours (See instructions.) 2.00

8. Grading (Check all that apply.)  Standard Letter Grading  Pass/Fail Only  No Grade  
 In Progress – IP (Course is intended to span more than one term.)

9. Schedule Type (See Table of Schedule Types.)  A  C

10. Corequisites (courses required to be taken **concurrently** with this course)

|              |               |                          |                          |                          |                          |
|--------------|---------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Subject Area | Course Number | Subject Area             | Course Number            | Subject Area             | Course Number            |
| <u>HORT</u>  | <u>317</u>    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

11. Equivalent Courses (Include South Campus [C suffix] courses and other equivalent courses.)

|                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Subject Area             | Course Number            | Subject Area             | Course Number            | Subject Area             | Course Number            |
| <input type="checkbox"/> |

12. Prerequisites (See instructions.)

|                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Subject Area             | Course Number            | Subject Area             | Course Number            | Subject Area             | Course Number            |
| <input type="checkbox"/> |

13. Course Attribute  Other   Honors Course  Developmental Course

14. Course Restrictions  Include/ Exclude College  College  Major  Major  Classification

15. Course Description (Indicate exactly as it should appear in the University Catalog. Include pertinent special information, e.g., course fees, pass/fail grading, field trips, transportation requirements, etc.)  
Structures, equipment, and maintenance of greenhouse facilities and an introduction to basic techniques for growing floriculture crops

16. Approvals for Temporary Course Only:

|                 |                              |      |                |
|-----------------|------------------------------|------|----------------|
| Department Head | <u>Joseph L. Rudolph Jr.</u> | Date | <u>8/14/12</u> |
| College Dean    |                              | Date |                |
| Graduate Dean   |                              | Date |                |
| Provost Office  |                              | Date |                |

|                             |                   |             |             |
|-----------------------------|-------------------|-------------|-------------|
| Office of the Registrar Use | University Senate | CIP         | Course Desc |
| UCC                         | Provost           | Banner Data | Evaluate    |
| Graduate Council            |                   |             |             |

Proposal Date: June 13, 2012

**Ogden College of Science and Engineering  
Department of Agriculture  
Proposal to Make Multiple Revisions to a Course  
(Action Item)**

Contact Person Roger Dennis    [roger.dennis@wku.edu](mailto:roger.dennis@wku.edu)    (270)745-3382

**1. Identification of course:**

- 1.1 Current course prefix: HORT 317
- 1.2 Course title: Greenhouse Production Laboratory
- 1.3 Credit hours: 1

**2. Revise course title:**

- 2.1 Current course title: Greenhouse Production Laboratory
- 2.2 Proposed course title: Greenhouse Maintenance and Operation Laboratory
- 2.3 Proposed abbreviated title: Greenhouse Maint & Operation Lab
- 2.4 Rationale for revision of course title: The revised title better reflects the emphasis on the structural aspects of greenhouse operation, which, over the years, have become the primary focus of the course.

**3. Revise course number: NA**

- 3.1 Current course number:
- 3.2 Proposed course number:
- 3.3 Rationale for revision of course number:

**4. Revise course prerequisites/corequisites/special requirements: NA**

- 4.1 Current prerequisites/corequisites/special requirements: (indicate which)
- 4.2 Proposed prerequisites/corequisites/special requirements:
- 4.3 Rationale for revision of course prerequisites/corequisites/special requirements:
- 4.4 Effect on completion of major/minor sequence:

**5. Revise course catalog listing: NA**

- 5.1 Current course catalog listing:
- 5.2 Proposed course catalog listing:
- 5.3 Rationale for revision of course catalog listing:

**6. Revise course credit hours: NA**

- 6.1 Current course credit hours:
- 6.2 Proposed course credit hours:
- 6.3 Rationale for revision of course credit hours:

**7. Proposed term for implementation: Spring 2013**

**8. Dates of prior committee approvals:**

Department of Agriculture

8/13/12

OCSE Curriculum Committee

\_\_\_\_\_

Undergraduate Curriculum Committee

\_\_\_\_\_

University Senate

\_\_\_\_\_

**Attachment: Course Inventory Form**

# COURSE INVENTORY FORM

Check One  **Create New Course**  
 **Temporary Course Offering**

1. Has this course previously been offered on a temporary basis?  Yes  No If yes, indicate the term offered 201130

2. **Subject Area** HORT **Course Number** 317 **Course Title** (as it should appear on the transcript; maximum of 30 letters & spaces)  
GREENHOUSE MAINT & OPER LAB

3. **Term for Implementation** (e.g., Spring 2012=201210, Fall 2012=201230) 201310

4. **Official Course Title** GREENHOUSE MAINTENANCE AND OPERATION LABORATORY

5. **Offering Unit** (See Table of Code Values.) College SC Department AGRI

6. **Credit Hours** Fixed Credit Hours: 1.00 Variable Credit Hours

7. **Repeat Limit** (See instructions.)  **Total Maximum Hours** (See instructions.) 1.00

8. **Grading** (Check all that apply.)  Standard Letter Grading  Pass/Fail Only  No Grade  
 In Progress – IP (Course is intended to span more than one term.)

9. **Schedule Type** (See Table of Schedule Types.)

10. **Corequisites** (courses required to be taken **concurrently** with this course)

|                             |                             |  |   |  |   |
|-----------------------------|-----------------------------|--|---|--|---|
| Subject Area<br><u>HORT</u> | Course Number<br><u>316</u> | Subject Area<br><input type="checkbox"/> | Course Number<br><input type="checkbox"/> | Subject Area<br><input type="checkbox"/> | Course Number<br><input type="checkbox"/> |
|-----------------------------|-----------------------------|--|---|--|---|

11. **Equivalent Courses** (Include South Campus [C suffix] courses and other equivalent courses.)

|  |   |  |   |  |   |
|--|---|--|---|--|---|
| Subject Area<br><input type="checkbox"/> | Course Number<br><input type="checkbox"/> | Subject Area<br><input type="checkbox"/> | Course Number<br><input type="checkbox"/> | Subject Area<br><input type="checkbox"/> | Course Number<br><input type="checkbox"/> |
|--|---|--|---|--|---|

12. **Prerequisites** (See instructions.)

|  |   |  |   |  |   |
|--|---|--|---|--|---|
| Subject Area<br><input type="checkbox"/> | Course Number<br><input type="checkbox"/> | Subject Area<br><input type="checkbox"/> | Course Number<br><input type="checkbox"/> | Subject Area<br><input type="checkbox"/> | Course Number<br><input type="checkbox"/> |
|--|---|--|---|--|---|

13. **Course Attribute**  Other   Honors Course  Developmental Course

14. **Course Restrictions**  Include/ Exclude College  College  Major  Major  Classification

15. **Course Description** (Indicate exactly as it should appear in the University Catalog. Include pertinent special information, e.g., course fees, pass/fail grading, field trips, transportation requirements, etc.)  
A laboratory course correlated with HORT 316.

16. **Approvals for Temporary Course Only:**

|                 |                           |      |                |
|-----------------|---------------------------|------|----------------|
| Department Head | <u>Jack L. Rudolph Jr</u> | Date | <u>8/14/12</u> |
| College Dean    | _____                     | Date | _____          |
| Graduate Dean   | _____                     | Date | _____          |
| Provost Office  | _____                     | Date | _____          |

|                             |                         |                   |                   |
|-----------------------------|-------------------------|-------------------|-------------------|
| Office of the Registrar Use | University Senate _____ | CIP _____         | Course Desc _____ |
| UCC _____                   | Provost _____           | Banner Data _____ | Evaluate _____    |
| Graduate Council _____      |                         |                   |                   |

Proposal Date: 5/23/12

**Ogden College of Science and Engineering  
Department of Agriculture  
Proposal to Create a New Course  
(Action Item)**

Contact Person: Roger Dennis    roger.dennis@wku.edu    (270) 745-3382

**1. Identification of Proposed Course**

- 1.1 Prefix and number: HORT 340
- 1.2 Title: Commercial Floriculture Production
- 1.3 Abbreviated title: Commercial Floriculture Prod
- 1.4 Credit and contact hours: 4.0
- 1.5 Type of Course: Applied Learning (A), Lecture/Lab (C)
- 1.6 Prerequisites: HORT 316 and HORT 317
- 1.7 Catalog course listing:

Commercial greenhouse production of floriculture crops, focusing on the production of bedding plants, potted flowering plants, foliage plants and other miscellaneous crops.

**2. Rationale**

- 2.1 Reason for developing the proposed course:

Floriculture has become a multi-billion dollar business. To be competitive in the industry, students need to have the knowledge of how to produce major greenhouse crops. The proposed course also will fill the need for secondary agriculture educators to be trained in plant production.

- 2.2 Projected enrollment in the proposed course:

About 10-15 per offering based upon previous enrollment of 10+ students from outside and within the department. Increased enrollment is expected as this proposed course will be a requirement for a minor in floristry.

- 2.3 Relationship of the proposed course to courses now offered by the department:

This course builds on the fundamental concepts of greenhouse maintenance and floriculture introduced in HORT 316.

2.4 Relationship of the proposed course to courses offered in other departments:

No other course within the University covers this topic

2.5 Relationship of the proposed course to courses offered in other institutions:

Similar courses are offered at most land-grant colleges that offer degrees in horticulture. For example, University of Kentucky, Mississippi State University, Texas A & M and Ohio State.

**3. Discussion of proposed course**

3.1 Course objectives:

To learn the history of the floriculture industry and its extent and scope

To identify major greenhouse-produced plants such as bedding plants, flowering potted plants and foliage plants

To understand how to prepare growing schedules for floriculture crops

To understand how to grow and propagate floriculture crops

To describe cultural practices applied to the production of floriculture crops

3.2 Content outline:

Introduction

- The floriculture industry
- Plant anatomy
- Life process of plants
- Plant propagation

Cultural practices

- Light
- Temperature
- Air
- Water

Growing and identifying potted flowering crops

- Poinsettia
- Chrysanthemum
- Azalea
- Hydrangea
- Cyclamen

Growing and identifying foliage plants

Pest and disease management of greenhouse crops

3.3 Student expectations and requirements:

Student mastery will be assessed using quizzes and tests, In addition, each student will complete a crop-growing project and a landscape design for a flower bed.

3.4 Tentative text and course materials:

Floriculture Principles and Species, 2<sup>nd</sup> edition by Dole, John. M, Wilkins, Harold F. Prentice Hall publisher, February 2004.

**4. Resources**

4.1 Library resources: See Library Resources Sheet

4.2 Computer resources:

Use of websites to gain up-to-date information on the floriculture industry. Examples of sites used: Ball Seed Company, Society of American Florist, Tropical Foliage Plant International.

**5. Budget Implications**

5.1 Proposed method of staffing:

Existing faculty

5.2 Special equipment needed:

Existing greenhouses located at the Agricultural Education Research Center

5.3 Expendable materials needed:

Seeds and rooted plant material

5.4 Laboratory supplies needed:

Flower pots, soil and other greenhouse supplies

**6. Proposed term for implementation:** Spring 2013

**7. Dates of prior committee approvals:**

Department of Agriculture 8/13/12

Ogden College Curriculum Committee\_\_\_\_\_

University Curriculum Committee \_\_\_\_\_

University Senate \_\_\_\_\_

**Attachments: Library Resources Form, Course Inventory Form**

# COURSE INVENTORY FORM

Check One  Create New Course  
 Temporary Course Offering

1. Has this course previously been offered on a temporary basis?  Yes  No If yes, indicate the term offered 201210

2. Subject Area HORT Course Number 340 Course Title (as it should appear on the transcript; maximum of 30 letters & spaces) COMMERCIAL FLORICULTURE PROD

3. Term for Implementation (e.g., Spring 2012=201210, Fall 2012=201230) 201310

4. Official Course Title COMMERCIAL FLORICULTURE PRODUCTION

5. Offering Unit (See Table of Code Values.) College SC Department AGRI

6. Credit Hours Fixed Credit Hours: 4.00 Variable Credit Hours

7. Repeat Limit (See instructions.)  Total Maximum Hours (See instructions.) 4.00

8. Grading (Check all that apply.)  Standard Letter Grading  Pass/Fail Only  No Grade  
 In Progress – IP (Course is intended to span more than one term.)

9. Schedule Type (See Table of Schedule Types.)  A  C

10. Corequisites (courses required to be taken concurrently with this course)  
Subject Area Course Number Subject Area Course Number Subject Area Course Number

11. Equivalent Courses (Include South Campus [C suffix] courses and other equivalent courses.)  
Subject Area Course Number Subject Area Course Number Subject Area Course Number

12. Prerequisites (See instructions.)  
Subject Area Course Number Subject Area Course Number Subject Area Course Number  
HORT 316 AND HORT 317

13. Course Attribute  Other   Honors Course  Developmental Course

14. Course Restrictions  Include/ Exclude College  College  Major  Major  Classification

15. Course Description (Indicate exactly as it should appear in the University Catalog. Include pertinent special information, e.g., course fees, pass/fail grading, field trips, transportation requirements, etc.)  
Commercial greenhouse production of floriculture crops, focusing on the production of bedding plants, potted flowering plants, foliage plants and other miscellaneous crops.

16. Approvals for Temporary Course Only: Department Head Jack L. Rudolph, Jr. Date 8/14/12  
College Dean \_\_\_\_\_ Date \_\_\_\_\_  
Graduate Dean \_\_\_\_\_ Date \_\_\_\_\_  
Provost Office \_\_\_\_\_ Date \_\_\_\_\_

Office of the Registrar Use  
UCC \_\_\_\_\_ University Senate \_\_\_\_\_ CIP \_\_\_\_\_ Course Desc \_\_\_\_\_  
Graduate Council \_\_\_\_\_ Provost \_\_\_\_\_ Banner Data \_\_\_\_\_ Evaluate \_\_\_\_\_

Proposal Date: 6/25/12

**Ogden College of Science and Engineering  
Department of Agriculture  
Proposal to Create a New Course  
(Action Item)**

Contact Person: Roger Dennis      roger.dennis@wku.edu      (270) 745-3382

**1. Identification of Proposed Course**

1.1 Prefix and number: HORT 420

1.2 Title: Floral Shop Management

1.3 Abbreviated title: Floral Shop Management

1.4 Credit and contact hours: 4.0

1.5 Type of Course: Applied Learning (A), Lecture/Lab (C)

1.6 Prerequisites, corequisites and/or special requirements: Restricted

Enrollment restricted to students seeking a minor in floristry. Permission of instructor required.

1.7 Catalog course listing:

Principles of floral shop management, including sourcing, purchasing, distributing, marketing and selling floricultural products. This course is restricted to students with a Floristry minor.

**2. Rationale**

2.1 Reason for developing the proposed course:

To be good floral shop managers, students need to learn the day-to-day transactions of the business, as well as floricultural principles and applications.

2.2 Projected enrollment in the proposed course:

About 20-30 per offering based upon previous enrollment in the floral design courses, with 10-15 students from outside the department (e.g. interior design, hotel restaurant management).

2.3 Relationship of the proposed course to courses now offered by the department:

No other course in the Department of Agriculture covers this topic, but it will certainly enhance the background of students in the floral design program.

2.4 Relationship of the proposed course to courses offered in other departments:

This course would enhance the background of students in Interior Design or Hotel Restaurant Management programs at WKU.

2.5 Relationship of the proposed course to courses offered in other institutions:

Similar courses are offered in various other floral design programs, such as those at Mississippi State University and Texas A & M University.

### **3. Discussion of proposed course**

3.1 Course objectives: Upon completion of this course, students will be able to:

Identify the requirements for proper care and handling of floral materials

Manage a retail floral shop

Plan for special events and holidays

Merchandise and display products sold

Follow procedures for ordering products sold in a retail floral shop

Take and receive orders and write proposals for events

3.2 Content outline:

Introduction

- Types of floral shops
- Developing a business plan

Job opportunities in retail floral shops

Job training for retail floral shops

Proper procedures for order taking

- Selling in the floral shop
- Selling by phone
- Sending flowers by wire

Pricing strategies

- Determining cost of goods
- Mark-up pricing
- Retail cost of goods plus labor

## Displays

- Theme displays
- Product-oriented displays

### 3.3 Student expectations and requirements:

Students will develop a business plan for a retail floral shop.

Students will spend two hours per week in the WKU Floral Design Training Center doing on-site training to be a floral shop manager.

Students will develop a theme display for a retail floral shop.

Students will develop a product-oriented display for a retail floral shop.

### 3.4 Tentative text and course materials:

Floriculture Designing and Merchandising, 3<sup>rd</sup> edition by Griner, Charles, Delmar publisher, 2011, 2004, 2002.

## 4. Resources

4.1 Library resources: See Library Resources Sheet

4.2 Computer resources:

Use of websites to gain up-to-date information on the floriculture industry. Examples of sites used: Society of American Florists, American Institute of Floral Designers and various wholesale market websites for floral products.

## 5. Budget Implications

5.1 Proposed method of staffing: Existing faculty

5.2 Special equipment needed: None

5.3 Expendable materials needed: None

5.4 Laboratory supplies needed: None

## 6. Proposed term for implementation: Spring 2013

**7. Dates of prior committee approvals:**

Department of Agriculture                      8/13/12

Ogden College Curriculum Committee \_\_\_\_\_

University Curriculum Committee \_\_\_\_\_

University Senate \_\_\_\_\_

**Attachments: Library Resources Form, Course Inventory Form**

# COURSE INVENTORY FORM

Check One  **Create New Course**  
 **Temporary Course Offering**

1. Has this course previously been offered on a temporary basis?  Yes  No If yes, indicate the term offered

2. **Subject Area**  **Course Number**  **Course Title** (as it should appear on the transcript; maximum of 30 letters & spaces)

3. **Term for Implementation** (e.g., Spring 2012=201210, Fall 2012=201230)

4. **Official Course Title**

5. **Offering Unit** (See Table of Code Values.) College  Department

6. **Credit Hours** Fixed Credit Hours:  Variable Credit Hours

7. **Repeat Limit** (See instructions.)  **Total Maximum Hours** (See instructions.)

8. **Grading** (Check all that apply.)  Standard Letter Grading  Pass/Fail Only  No Grade  
 In Progress – IP (Course is intended to span more than one term.)

9. **Schedule Type** (See Table of Schedule Types.)

10. **Corequisites** (courses required to be taken **concurrently** with this course)

|                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Subject Area         | Course Number        | Subject Area         | Course Number        | Subject Area         | Course Number        |
| <input type="text"/> |

11. **Equivalent Courses** (Include South Campus [C suffix] courses and other equivalent courses.)

|                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Subject Area         | Course Number        | Subject Area         | Course Number        | Subject Area         | Course Number        |
| <input type="text"/> |

12. **Prerequisites** (See instructions.)

|                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Subject Area         | Course Number        | Subject Area         | Course Number        | Subject Area         | Course Number        |
| <input type="text"/> |

13. **Course Attribute**  Other   Honors Course  Developmental Course

14. **Course Restrictions**  Include/  Exclude College  College  Major  Major  Classification

15. **Course Description** (Indicate exactly as it should appear in the University Catalog. Include pertinent special information, e.g., course fees, pass/fail grading, field trips, transportation requirements, etc.)

16. **Approvals for Temporary Course Only:**

|                 |                             |      |                |
|-----------------|-----------------------------|------|----------------|
| Department Head | <i>Jack L. Rudolph, Jr.</i> | Date | <i>8/14/12</i> |
| College Dean    | _____                       | Date | _____          |
| Graduate Dean   | _____                       | Date | _____          |
| Provost Office  | _____                       | Date | _____          |

|                             |                         |                   |                   |
|-----------------------------|-------------------------|-------------------|-------------------|
| Office of the Registrar Use | University Senate _____ | CIP _____         | Course Desc _____ |
| UCC _____                   | Provost _____           | Banner Data _____ | Evaluate _____    |
| Graduate Council _____      |                         |                   |                   |

Proposal Date: April 23, 2012

**Ogden College of Science and Engineering  
Department of Agriculture  
Proposal to Create a New Interdisciplinary Minor Program  
(Action Item)**

**Contact Person:** Roger Dennis

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270-745-3151

**1. Identification of Program**

- 1.1 Program title: Minor in Floristry
- 1.2 Required hours in minor program: 18 hours
- 1.3 Special Information:
- 1.4 Catalog description : This minor is meant to enhance majors such as business, horticulture, hospitality management, hotel restaurant management, and interior design. Students who elect the Minor in Floristry will develop the skills needed to establish and manage a retail floral business, with emphasis on logistics, resources, marketing and risk management.

**2. Rationale**

- 2.1 Reason for developing the proposed minor program:  

Floriculture has become a growing industry in the United States. This minor provides floristry students the opportunity to focus skills learned in various horticultural and floral design courses toward a career objective.
- 2.2 Projected enrollment in the proposed minor program:  

From the group of students currently enrolled in floral design courses, it is projected that 10 minors will be declared in the first year of the program and that number will increase by about 4 students annually. More are expected to select this minor from the population of students enrolled in the suggested major areas of collaboration. (These projections are based on a survey of currently enrolled floral design

students in which 20% of those polled indicated they would have considered the proposed minor if the option had been available to them.)

- 2.3 Relationship of proposed minor program to other programs now offered by the department:

No such program is now offered by the Department of Agriculture.

- 2.4 Relationship of the proposed minor program to other university programs:

This minor does not duplicate any other minor currently offered by the University and would be complimentary to a number of majors.

- 2.5 Similar minor programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions):

A survey of internet resources does indicate majors and minors in floristry and floral shop management at out-of-state universities and colleges but none in Kentucky. University of Kentucky has in the past offered classes in floral design but no major or minor. The following are some of the institutions that offer a major and/or minor in floristry: City College of San Francisco, Mississippi State University, Ohio State University, Kishwaukee College, Triton College, and Texas A & M University.

- 2.6 Relationship of the proposed minor program to the university mission and objectives:

This minor supports the university mission to (1) produce graduates who are productive , engaged leaders, (2) to provide learning opportunities for constituents, and (3) to foster a high quality of life throughout its region. Further, being entrepreneurial in mindset and focus, the minor addresses Strategic Goals, #1 (increase students learning) and #4 (improve the quality of life in Kentucky and beyond).

### **3. Objectives of the proposed minor**

To introduce the student to the growing floriculture industry.

To familiarize the student with the challenges associated with developing and managing a retail floral business in terms of logistics, resources, marketing, and risk.

To produce graduates of the minor with the ability to envision and develop alternative support for their major.

To produce graduates of the minor with experience in the industry.

**4. Curriculum**

|          |                                    |         |
|----------|------------------------------------|---------|
| HORT 209 | Introduction to Floral Design      | 3 hours |
| HORT 301 | Wedding Floral Design              | 3 hours |
| HORT 309 | Advanced Floral Design             | 3 hours |
| HORT 312 | Introduction to Horticulture       | 3 hours |
| HORT 316 | Greenhouse Production              | 2 hours |
| HORT 317 | Greenhouse Production Lab          | 1 hour  |
| HORT 340 | Commercial Floriculture Production | 4 hours |
| HORT 420 | Floral Shop Management             | 3 hours |

**5. Budget Implications**

No new faculty will be needed. The courses and labs will be taught at the existing WKU Floral Design Training Center. Course fees will be attached to the floral design courses to cover expenses associated with those classes.

**6. Proposed term for implementation: Spring 2013**

**7. Dates of prior committee approvals**

|                                    |         |
|------------------------------------|---------|
| Department of Agriculture          | 8/13/12 |
| OCSE Curriculum Committee          | _____   |
| Undergraduate Curriculum Committee | _____   |
| University Senate                  | _____   |