

Instructional Faculty Consortium Committee Meeting (IFCC)

MINUTES

02-09-12

10:00 A.M.

SOUTHERN CRESCENT TECHNICAL COLLEGE

PROGRAM	Horticulture
FACILITATOR	Steve Cagle
SECRETARY	Marcus L. Matthews
ATTENDEES	Collier, Mark: South Georgia Technical College Conger, Mary Evelyn: Moultrie Technical College Hatfield, John: Chattahoochee Technical College Herrin, Bejie: Chattahoochee Technical College Huber, Greg: Southern Crescent Technical College Love, Gary: Lainer Technical College Matthews, Marcus L.: Augusta Technical College Paul, George: Albany Technical College Smith, Scott: Augusta Technical College Watts, Kerry: Wiregrass Technical College

Agenda Topics

CALL TO ORDER AND WELCOME		5 MINUTES	HUBER, GREG
DISCUSSION	1. Greg Huber called the meeting to order and welcomed everyone to Southern Crescent Technical College.		
CONCLUSIONS	1. Greg Huber was re-elected to serve as Chairperson for the Committee and Marcus L. Matthews was elected to serve as the Secretary for the committee.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Motion to open the Horticulture IFCC Meeting.	Watts, Kerry	NA	
A second to the motion to open the IFCC Meeting.	Smith, Scott	NA	

INTRODUCTIONS: COMMITTEE AND CPS 5 MINUTES CAGLE, STEVE

DISCUSSION	1. Steve Cagle introduced himself and had the members of the committee introduce themselves and identify what college they were affiliated with.		
CONCLUSIONS	1. The committee proceeded with the agenda.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NA	NA	NA	
NA	NA	NA	

OVERVIEW OF THE TCSG INITIATIVES 10 MINUTES CAGLE, STEVE

DISCUSSION	1. Steve Cagle gave an overview of the TCSG initiatives. He explained the curriculum database, the semester system, the role of the IFCC Committee, the Probe Process and the many changes that are taking place in the TCSG due to the Quarter To Semester Conversion.		
CONCLUSIONS	1. Steve Cagle explained in detail the many changes that were taking place in the TCSG and how the IFCC Committee could make and recommend needed program changes.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NA	NA	NA	
NA	NA	NA	

REVIEW OF THE AGENDA ITEMS 10 MINUTES HUBER, GREG

DISCUSSION	1. Greg Huber presented the agenda for the day's meeting then stated and explained the goals that were hoped to be accomplished for the day.		
CONCLUSIONS	1. The agenda was reviewed and accepted as presented by Huber.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
A motion was made to accept the agenda as presented with no changes.	Matthews, Marcus L.	NA	
A second to the motion was made to accept the agenda as presented with no changes.	Herrin, Bejie	NA	

SUMMARY OF THE HORTICULTURE PROGRAMS STATEWIDE

30 MINUTES

HUBER, GREG AND ALL MEMBERS OF THE COMMITTEE

DISCUSSION	1. The members of the Horticulture IFCC Committee discussed programs offered, program sizes, program coordination, localized specialization and program enrollment at each individual college. 2. Greg Huber presented the State Horticulture Consortium survey that was sent to all members and the results.	
CONCLUSIONS	1. The members of the Horticulture IFCC Committee along with Steve Cagle agreed that there are many differences in how each Horticulture Program is operated at each college throughout the state.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Reviewed survey results that were presented by Greg Huber.	NA	NA
NA	NA	NA

DISCUSSION OF HORTICULTURE PROGRAM

1 HOUR

HUBER, GREG AND ALL MEMBERS OF THE COMMITTEE

DISCUSSION	1. Greg Huber and Steve Cagle led a discussion on the Horticulture Program scheduling, teaching loads and the challenges under the new semester system. Members of the committee discussed the inconsistency in the required teaching load, contact hours and duties of program instructor at the various colleges around the state. Greg Huber spoke on the challenges for single instructor Horticulture programs around the state and what could be done to eliminate these obstacles.	
CONCLUSIONS	1. All the committee members along with Steve Cagle agreed that there seems to be inconsistency not in the Horticulture program, but rather in how each college handles their own horticulture program which in turn is affecting the overall state Horticulture Program.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Steve Cagle will look into the issues of inconsistency in the Horticulture program.	NA	NA
NA	NA	NA

PROPOSED CREDIT HOUR REVISIONS

15 MINUTES

ALL MEMBERS OF THE COMMITTEE

DISCUSSION	1. Greg Huber presented information to increase the credit hours of HORT 1680, Woody Plant Identification II so that the credit hours were consistent with other electives and would not result in shortfall of one credit to graduate.	
CONCLUSIONS	1. This proposal was approved by all members in attendance.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Submitting the change to the state office.	Steve Cagle	ASAP
NA	NA	NA

PROPOSED MINUTE RE-DISTRIBUTIONS

2 HOURS

ALL MEMBERS OF THE COMMITTEE

DISCUSSION	<p>1. The committee discussed the minute distributions for many of the horticulture courses. All agreed that the credit hours should remain the same to avoid chaos in the registrar's office, but that the minutes for many courses required revision under the new semester system. The committee divided into teams and studied the minute distributions for each course. Members prepared yellow tickets for each proposed revision with no change in credit hours. The following courses were cited for revision:</p> <p>HORT 1000 Horticulture Science HORT 1010 Woody Plant Identification HORT 1020 Herbaceous Plant Identification HORT 1040 Landscape Installation HORT 1050 Nursery Production and Management HORT 1080 Pest Management HORT 1140 Horticulture Business Management HORT 1150 Horticulture Internship HORT 1060 Landscaping Contracting HORT 1200 Arboriculture Science HORT 1310 Irrigation HORT 1330 Turfgrass Management HORT 1410 Soils HORT 1500 Small Engine Gas Repair & Maintenance HORT 1720 Introductory Floral Design HORT 1730 Advanced Floral Design HORT 1750 Interiorscaping HORT 1800 Urban Landscape Issues HORT 2500 Specialty Landscape Construction</p>	
CONCLUSIONS	<p>1. The yellow ticket proposals were reviewed and the committee voted in favor of approving the changes.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Submitting the changes to the state office.	Steve Cagle	ASAP
NA	NA	NA

PROPOSED CURRICULUM REVISIONS AND TEXTBOOK LISTS

45 MINUTES

ALL MEMBERS OF THE COMMITTEE

DISCUSSION	<p>1. The Horticulture IFCC Committee discussed the HORT 1500 internship requirement for the degree and diploma programs. There were four primary items of discussion regarding internships:</p> <ol style="list-style-type: none"> 1) inconsistencies among colleges for the number of teaching load contact hours awarded to instructors for managing internships 2) on-campus internships versus off-campus internships 3) self-employed students and evening students having difficulty finding internships. 4) The possibility of making the internship optional. <p>It was agreed upon by all members of the State Horticulture Committee that were in attendance that, "All instructors regardless of what college they are employed by and no matter the enrollment numbers of HORT 1150: Horticulture Internship should receive atleast a minimum of five (5) hours of contact every semester this course is taught due to the various responsibilities required to be performed by the instructor both for on and off campus interns. More hours may be given to individual instructors for teaching this course up to ten (10) hours depending on what is agreed on at their home college." At some colleges, students engage in on campus internships at the same time as off-campus internships and there may be a need to create an alternate course to distinguish the two since the instructor involvement is different for on campus internships. The idea of changing the internship to a "practicum" was discussed. Some felt that the internship should remain as a requirement since it often leads to job placement. Others felt that the internship should be optional. One proposal was to create a second course as an option called HORT 1152 designed for self-employed and evening students engaged in on-campus projects. The committee discussed the need for a practicum course, but with the option to use any elective in place of the internship according to each college.</p> <ol style="list-style-type: none"> 2. The committee discussed the need for two (2) new courses: HORT 1250, Plant Propagation and Production (to follow HORT 1030, Greenhouse Operations) and HORT 1152, Horticulture Practicum (for live work and special on-campus projects) 3. Members of the committee expressed the need to update the suggested textbook list for each course. 	
CONCLUSIONS	<ol style="list-style-type: none"> 1. Steve Cagle is looking into the matter of the inconsistency of the contact hours given to instructors for HORT 1150, Horticulture Internship. 2. The Horticulture IFCC Committee voted to offer an elective option in place of the Horticulture Internship. An "OR" was added which created an option for a guided Horticulture Elective in lieu of the internship for the degree and diploma programs. There was no proposed change in the total credit hours for the diploma or degree. 3. Beije Herring was assigned to develop the curriculum for the HORT 1250, Plant Propagation and Production Course and Greg Huber was assigned to create the curriculum for the HORT 1152 Practicum. 4. No action was taken regarding textbook lists. Greg Huber suggested that it be a topic of discussion at the next meeting. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Submitting the changes to the state office.	Steve Cagle	ASAP
NA	NA	NA

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COMMENTS / SPECIAL NOTES RESOURCE PERSONS SPECIAL NOTES	<p>1. Please review the contact hour/work load issue for instructors. Also, please look into why the HORT 1150, Horticulture Internship and the reasons why some colleges give credit and others do not. This is a major point of concern and instructors who are not given credit when offering this course fall below the needed work load hours at their college and have to offer another course out of sequence to cover the needed hours.</p> <p>2. Please look into the required amount of contact hours for instructors in a forty (40) hour workload week. What can be done to give consideration to instructors for the up keep and maintenance of their greenhouses, growing areas and labs? What can be done to help instructors when dealing with internships as far as administrative issues, finding new internship locations and building and maintaining industry relationships. Several instructors around the state when teaching this course are given no credit for workload contact hours. When dealing with interns the instructors are having to do the administrative and supervision work on their personal time with no compensation and reimbursement for travel.</p>
MEETING ADJOURNED	02-09-12 4:15 p.m.
MINUTES SUBMITTED BY:	Marcus L. Matthews, Augusta Technical College