



# Alabama Commission on Higher Education

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## New Program Proposal

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The following must be submitted to complete a new program request:

### Submission Checklist:

- ☒ New Program Proposal
- ☐ Business Plan (<https://www.ache.edu/index.php/forms/>)
- ☐ Undergraduate or Graduate Curriculum Plan (<https://www.ache.edu/index.php/forms/>)

### Primary Contact Information

Institution: J. F. Ingram State Technical College

Contact: Dr. Julliana Probst

Title: Associate Dean of Instruction

Email: [julliana.probst@istc.edu](mailto:julliana.probst@istc.edu)

Telephone: (334) 514-5051

### Program Information

Date of Proposal Submission: 8/29/2025

Award Level: UG Certificate 30-60 CHrs (CER)

Award Nomenclature (e.g., BS, MBA): CER

Field of Study/Program Title: Horticulture

CIP Code (6-digit): 01.0601

### Administration of the Program

Name of Dean: Dr. Butch Young

Name of College/School: J. F. Ingram State Technical College

Name of Chairperson: Dr. Julliana Probst

Name of Department/Division: Instructional

### Implementation Information

Proposed Program Implementation Date: 1/5/2026

Anticipated Date of Approval from Institutional Governing Board: 12/31/2025

Anticipated Date of ACHE Meeting to Vote on Proposal: 12/31/2025

SACSCOC Sub Change Requirement (Notification, Approval, or NA): NA

Other Considerations for Timing and Approval (e.g., upcoming SACSCOC review):



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### I. Program Description

#### A. Concise Program Summary (one paragraph) to be included in ACHE Agenda:

Horticulture (HOC) is a program that focuses on the general production and processing of domesticated plants, shrubs, flowers, foliage, trees, groundcovers, and related plant materials; the management of technical and business operations connected with horticultural services; and the basic scientific principles needed to understand plants and their management and care.

#### B. Specific Rationale (Strengths) for the Program

List three (3) to five (5) strengths of the proposed program as specific rationale for recommending approval of this proposal.

1. The Horticulture program that incorporates greenhouses and outdoor labs for real-world projects teach students essential skills like plant propagation, soil management, irrigation, and integrated pest management.
2. Students gain experience that directly prepares them for immediate employment upon graduation.
3. Graduates can pursue a wide range of career paths, including landscape design and maintenance, nursery and greenhouse management, floristry, viticulture, and urban farming. High-paying positions are available for those with advanced degrees, such as soil scientists and agricultural teachers.
4. The increasing public and corporate focus on green spaces has led to a rising demand for horticultural services. Well-maintained parks, gardens, and urban green spaces are recognized for their community and environmental benefits.

#### C. External Support (Recommended)

List external entities (more may be added) that may have supplied letters of support attesting to the program's strengths and attach letters with the proposal at the end of this document.

1. Attached
2. Attached
3. Attached

#### D. Student Learning Outcomes

List four (4) to seven (7) of the student learning outcomes of the program.

1. Students will be able to identify plant vegetative and reproductive structures.
2. Students will understand how to propagate, plant, grow/manage and harvest vegetable, fruit and nut crops.



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3. Students will be able to identify soil types and how they are formed and ways to modify soil structure and drainage to reduce erosion and improve water quality and water availability to plants.
4. Students will understand the basic concepts of accounting, economics, marketing and management.
5. Students will be able to apply knowledge to solve problems related to crop production and plant growth.
6. Students will work with others to coordinate activities to achieve group/team objectives.
7. Students will have supervised, hands-on work experience in an area of horticulture.



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### Similar Programs at Other Alabama Public Institutions

List programs at other Alabama public institutions of the same degree level and the same (or similar) CIP codes. If no similar programs exist within Alabama, list similar programs offered within the 16 SREB states. If the proposed program duplicates, closely resembles, or is similar to any other offerings in the state, provide justification for any potential duplication.

CIP Code	Degree Title	Institution with Similar Program	Justification for Duplication
01.0601	Horticulture Technology	Wallace State Hanceville	

### E. Relationship to Existing Programs within the Institution

Nearly all new programs have some relationship to existing offerings through shared courses, faculty, facilities, etc. Is the proposed program associated with any existing offerings within the institution, including options within current degree programs? **Yes** ☒ **No** ☐

If **yes**, please describe these relationships including whether or not the program will replace or compete with existing offerings: (**Note:** If this is a graduate program, list any existing undergraduate programs which are directly or indirectly related. If this is a doctoral program, also list related master's programs.)

Expanding the current Horticulture program from STCs to a CER program will not compete with existing offerings. Students will be able to take English, math, speech, and computer courses to earn a long certificate in Horticulture.

If **not**, please describe how the institution plans to support a program unrelated to existing offerings.

### F. Collaboration

Have any collaborations **within your institution** (i.e., research centers, across academic divisions, etc.) been explored? **Yes** ☐ **No** ☒

If **yes**, provide a brief explanation of the proposed collaboration plan(s) for the program:

Have collaborations with **other institutions or external entities** (i.e., local business, industries, etc.) been explored? **Yes** ☐ **No** ☒

If **yes**, provide a brief explanation of the proposed collaboration plan(s) for the program:



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### G. Programmatic Accreditation

Select the appropriate program accreditor from the drop-down menu below:

Council on Occupational Education (COE)

Provide a detailed timeline for gaining accreditation (i.e., when will full candidacy be reached?):

Accredited since 1977

### H. Professional Licensure

Will the program be considered a Professional Licensure Program based on the following definition:    **Yes** ☐ **No** ☒

**Professional Licensure Program:** As defined in federal regulations, an instructional program that is designed to meet educational requirements for a specific professional license or certification that is required for employment in an occupation or is advertised as meeting such requirements.

If **yes**, please explain:

Select the appropriate licensure body from the table below:

Choose an item.

Select the appropriate license from the table below:

Choose an item.

### I. Professional Certification

Will students earn industry certifications while completing the degree or be prepared for industry certifications upon graduation?    **Yes** ☒ **No** ☐

If **yes**, please explain: Students will earn the National Career Readiness Credential and OSHA 10-hr General Industry Safety/Health

### J. Admissions

Provide any additional admissions requirements beyond the institution's standard admissions process/policies for this degree level. Include prerequisites, prior degrees earned, etc.

N/A



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### K. Mode of Delivery

Provide the planned delivery format(s) of the program as defined in policy (i.e., in-person, online, hybrid). Please also note whether any program requirements can be completed through competency-based assessment.

In-person

Can students complete the entire degree program through distance education (100% online) based on the following definition? Yes ☐ No ☒

**Distance Education:** An academic program for which required instructional activities can be completed entirely through distance education modalities. A distance education program may have in-person requirements that are non-instructional (e.g., orientation, practicum).

### L. Instructional Site(s)

Provide the planned location(s) where the program will be delivered (i.e., main campus, satellite campus, off-campus site.) If the program will be offered at an off-campus site, provide the existing site name or submit an **Off-Campus Site Request** if new.

Limestone Correctional Facility

Will more than 50% of this program be offered at an off-campus site(s) Yes ☐ No ☒

If **yes**, which sites?

### M. Industry Need

Using the federal **Standard Occupational Code (SOC) System**, indicate the top three occupational codes related to post-graduation employment from the program. A full list of SOC codes can be found at <https://www.onetcodeconnector.org/find/family/title#17>.

SOC 1 (**required**): 19-4071.00

SOC 2 (optional): 37-1012

SOC 3 (optional): 37-3011

Briefly describe how the program fulfills a specific industry or employment need for the State of Alabama. As appropriate, discuss alignment with Alabama's Statewide or Regional Lists of In-Demand Occupations (<https://www.ache.edu/index.php/policy-guidance/>) or with emerging industries as identified by [Innovate Alabama](#) or the [Economic Development Partnership of Alabama](#) (EDPA).

The Horticulture program offers practical training in horticulture production and prepares students for jobs in landscaping, nurseries, and farming. According to the Alabama Horticulture Producers, a division of Alabama Farmer's Federation, Alabama's fruit and vegetable industry has a \$161.5 million economic impact and provides 1,121 jobs. There are 167 farmers markets



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in Alabama. More than half of American horticulture farms are family or individually owned, but corporations account for three-fourths of sales.

### N. Additional Education/Training

Please explain whether further education/training is required for graduates of the proposed program to gain entry-level employment in the SOC occupations selected above.

No.

### O. Student Demand

Please explain how you projected the student enrollment numbers in the **Business Plan, Lines 24-27** and provide evidence to substantiate student demand (i.e., surveys, enrollments in related courses, etc.).

The projected Student Enrollment numbers in the accompanying Business Plan are based on qualitative and quantitative data. Faculty and staff associated with the Horticulture program indicated strong support from students and external stakeholders for the addition of the Horticulture Long Certificate (CER). Additionally, the proposed program expansion is also supported by members of the ISTC Horticulture Occupational Advisory Committee.

Data related to enrollment patterns for the existing Horticulture short term certificates at the Limestone Instructional Service Center were also examined. Analysis of three years of enrollment data revealed an unduplicated average enrollment of 41 students with 32 students attending full-time while nine attended on a part-time basis. The enrollment data captured in the table below reflects information pulled from the Registration Report embedded in ARGOS. ISTC projects a similar long-term enrollment trajectory for the Horticulture CER.

FA22-SU23	FA23-SU24	FA24-SU25	AVG	
36	42	45	41	<b>Total</b>
26	35	35	32	<b>FT</b>
10	7	10	9	<b>PT</b>



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### II. Program Resources and Expenses

#### A. All Proposed Program Personnel

Provide all personnel counts for the proposed program.

Employment Status of Program Personnel		Personnel Information		
		Count from Proposed Program Department	Count from Other Departments	Subtotal of Personnel
Current	Full-Time Faculty	1		1
	Part-Time Faculty			
	Administration			
	Support Staff			
**New To Be Hired	Full-Time Faculty	4		4
	Part-Time Faculty			
	Administration			
	Support Staff			
		Personnel Total		

Provide justification that the institution has proposed a sufficient number of faculty (full-time and part-time) for the proposed program to ensure curriculum and program quality, integrity, and review:

The low student-to-faculty ratio allows faculty to dedicate more individualized attention to students and foster strong relationships and deeper engagement with the instructional material.

Program	SU22	FA22	SP23	SU23	FA23	SP24	SU24	FA24	SP25	SU25	AVG Enroll
Horticulture	Pre-consolidation	15	18	18	15	20	23	14	31	32	21

**Note:** Include *any new funds* designated for compensation costs (faculty, administration, and/or support staff to be hired) in the **Business Plan, Line 7 - Personnel Salaries and Benefits**. Current personnel salary/benefits *should not be included* in the Business Plan.

N/A





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### B. Proposed Faculty Roster\*

Complete the following **Faculty Roster** to provide a brief summary and qualifications of current faculty and potential new hires specific to the program.

**\*Note:** Institutions must maintain and have current as well as additional faculty curriculum vitae available upon ACHE request for as long as the program is active, but CVs are **not** to be submitted with this proposal.

Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Jeffrey Taylor (FT)	HOC111 Horticultural Business Management	Associate of Science in Turfgrass Management	
	HOC115 Soils & Fertilizers	LANDOPER S03B Tree & Shrub Ident	
	HOC120 Plant Propagation	PLNTSOIL S01 Intro Botany	
	HOC125 Turf Management	PLNTSOIL S33 Soil Mgt	
	HOC130 Nursery Production	PLNTSOIL S37 Basic Factors Turf	
	HOC134 Introduction to Floriculture	ENTOMOL S04 Insects & Rel Forms	
	HOC135 Ornamental Plant Identification	FOODENGR S04 Building Planning	
	HOC137 Commercial Landscape Design	FOODENGR S08 Drainage	
	HOC140 Pest Management	PLNTPATH S02 Plant Disease	
	HOC151 Irrigation Systems	PLNTSOIL S34 Plant Nutrients	
	HOC167 Golf Course Maintenance	PLNTSOIL S38 Const-Mod of Turf	
	HOC210 Greenhouse Management	AGRESECN S05 Bus Records & Acctg	
	HOC211 Greenhouse Crop Production	ARBORPRK S01A Prin & Pract	
	HOC216 Landscape Maintenance	FOODENGR S01 Power Units	
	HOC218 Landscape Construction	FOODENGR S09 Irrigation	
	HOC230 Vegetable and Orchard Crops	PLNTSOIL S39 Turfgrs Physiol & Ecol	
		PLNTSOIL S99 Placement Training	
		AGRESECN S08 Business Law	
		ARBORPRK S02A Prin & Pract	
		FOODENGR S01 Power Units	
		FOODENGR S09 Irrigation	
		PLNTSOIL S39 Turfgrs Physiol & Ecol	
		PLNTSOIL S99 Placement Training	
		AGRESECN S08 Business Law	
		ARBORPRK S02A Prin & Pract	
		FOODENGR S03 Machinery	
		PLNTSOIL S20 Herb Paren Plants	
		PLNTSOIL S40 Pract Turf Probs	
Keith LaFrance (FT)	CIS146 Computer Applications	Bachelor of Science in Computer Science/Math CPS3511S COM SC Seminar CPSC2200 Intro Computer Sys CPSC1000 Intro Data Process CPSC3400 Software Engineering CPSC3200 Adv Computer Language CPSC3300 Data Structures CPSC3020 Intro File Process CPSC3202 AD Comp Language:RPG CPSC4090 Assembly Language Prog	



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Derrick Simerly (FT)	ENG100 Vocational Technical English	AA in Liberal Arts Master of Arts in English EN623 Shakespeare EN653 Studies in the Novel EN655 Literary Criticism EN597 ST: Native American Lit EN610W Composition Theory EN504 Anglo Saxon Language & Lit EN513 Transnational American Lit EN614 Am Literature 1945 to present EN555W Adv Creative Writing: Fiction	
Dr. Ting To Lo (FT)	MAH101 Introductory Mathematics I	Doctor of Philosophy in Electrical Engineering MFAT0563 Intro Numr Anlys 1 MACA0515 Algb Coding Thry MACA0577 Combinatorial DES DSSC0677 ADV Top COMBNY DES MATH5970 Special Topics MAT550 Combinatorics	
Dr. Tony Richardson (FT)	SPC103 Oral Communication Skills	Master of Arts in Communication COMM5333 Organizational Comm COMM6433 Sem-Intercult Comm COMM6453 Influence Seminar COMM5013 Intro Grad Study COMM6970 Sem in Com Med Com COMM6323 Intl Communication COMM5003 Quantitative Resrch COMM5383 Survey-Polit Comm	
Additional Faculty (To Be Hired)			
1	2	3	4
FACULTY POSITION (FT, PT)	COURSES TO BE TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)

Abbreviations: (FT, PT): Full-Time, Part-Time; (D, UN, UT, G, DU): Developmental, Undergraduate Nontransferable, Undergraduate Transferable, Graduate, Dual: High School Dual Enrollment  
Course Modality: (IP, OL, HY, OCIS): In-Person, Online, Hybrid, Off-Campus Instructional Site



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### C. Equipment

Will any special equipment be needed specifically for this program? Yes ☐ No ☒

If **yes**, list the special equipment and include all special equipment costs in the **Business Plan, Line 8**:

### D. Facilities

Will new facilities or renovations to existing infrastructure be required specifically for the program? Yes ☐ No ☒

If **yes**, describe the new facilities or renovations and include all *new* facilities and/or *renovation* costs in the **Business Plan, Line 9**:

### E. Assistantships/Fellowships

Will the institution offer any assistantships specifically for this program? Yes ☐ No ☒

If **yes**, provide the number of assistantships to be offered and include all *new* costs for assistantships in the **Business Plan, Line 10**.

Explain the function of the Assistantships (i.e., teaching, research, etc.):?

### F. Library

Will any **additional** library resources be purchased to support the program? Yes ☐ No ☒

If **yes**, briefly describe new resources to be purchased and include the cost of new library resources in the **Business Plan, Line 11**:

### G. Accreditation Expenses

If programmatic accreditation was indicated above, please include all accreditation costs in the **Business Plan, Line 12** and itemize and explain below:

N/A

### H. Other Costs

Please include all other costs incurred with program implementation, such as marketing or recruitment, in the **Business Plan, Line 13** and explain below:

N/A



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### III. Program Revenue and Funding

- A. Tuition Revenue:** Please describe how you calculated the tuition revenue that appears in the **Business Plan, Line 17**. Specifically, did you calculate using cost per credit hour or per term? Did you factor in differences between resident and non-resident tuition rates?  
**Note:** Tuition Revenue should be proportional to total enrollment.

N/A

- B. External Funding:** Will the proposed program require external funding (e.g., Perkins, Foundation, Federal Grants, Sponsored Research, etc.)?      **Yes** ☐ **No** ☒

If **yes**, please include all external funding in the **Business Plan, Line 18** and explain specific sources and funding below:

- C. Reallocations:** For each year will tuition revenue and/or external funding cover projected expenses?      **Yes** ☒ **No** ☐

If **not**, budget reallocation may be required. Please include all reallocations in the **Business Plan, Line 19** and describe below how your institution will cover any shortfalls in any given year.

1	ACADEMIC DEGREE PROGRAM BUSINESS PLAN								
2	INSTITUTION:	J. F. Ingram State Technical College							
3	PROGRAM NAME:	Horticulture	CIP CODE:	1.0601					
4	SELECT LEVEL:	UNDERGRADUATE (ASSOCIATE)							
5	ESTIMATED *NEW* EXPENSES TO IMPLEMENT PROPOSED PROGRAM								
6		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
7	PERSONNEL SALARIES & BENEFITS								\$0
8	EQUIPMENT	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$28,000
9	FACILITIES								\$0
10	ASSISTANTSHIPS/FELLOWSHIPS								\$0
11	LIBRARY								\$0
12	ACCREDITATION								\$0
13	OTHER COSTS								\$0
14	TOTAL EXPENSES	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$28,000
15	*NEW* REVENUES AVAILABLE FOR PROGRAM SUPPORT								
16		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
17	TUITION + FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
18	EXTERNAL FUNDING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
19	REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20	TOTAL REVENUES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
21	ENROLLMENT PROJECTIONS								
22									
23		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	AVERAGE
24	FULL-TIME ENROLLMENT HEADCOUNT	No data reporting	25	27	29	31	33	35	30.00
25	PART-TIME ENROLLMENT HEADCOUNT		5	6	7	8	9	10	7.50
26	TOTAL ENROLLMENT HEADCOUNT		30	33	36	39	42	45	37.50
27	NEW ENROLLMENT HEADCOUNT		5	10	12	14	16	18	12.50
28	Validation of Enrollment			YES	YES	YES	YES	YES	
29	DEGREE COMPLETION PROJECTIONS								
30	Note: Do not count Lead "0"s and Lead 0 years in computing the average annual degree completions.								
31		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	AVERAGE
32	DEGREE COMPLETION PROJECTIONS	No data reporting	6	7	8	9	9	10	8.17

## Undergraduate Curriculum Plan

### Undergraduate Curriculum Checklist:

- 1. Overview ☐
- 2. Components ☐
- 3. Options (as required) ☐

### 1. Undergraduate Overview

Enter the credit hour value for all applicable components (N/A if not applicable).  
The credit hours **MUST** match the credit hours in the Curriculum Components table.

Curriculum Overview of Proposed Program	
Credit hours required in <b>General Education</b>	12
Credit hours required in <b>Program Courses &amp; Required Electives</b>	
Credit hours in <b>Program Options (concentrations/specializations/tracks)</b>	47
Credit hours in <b>Free Electives</b>	
Credit hours in required <b>Capstone/Internship/Practicum</b>	
<b>Total Credit Hours Required for Completion:</b>	<b>59</b>

Maximum number of credits that can be transferred in from another institution and applied to the program:	<input type="text"/>
---	----------------------

Intended program duration in semesters for full-time students:	<input type="text" value="4"/>
--	--------------------------------

Intended program duration in semesters for part-time students:	<input type="text"/>
--	----------------------

Does the program require students to demonstrate industry-validated skills, specifically through an embedded industry-recognized certification, structured work-based learning with an employer partner, or alignment with nationally recognized industry standards?:	<b>YES</b>	<b>NO</b>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If **yes**, please explain (i.e., number of hours required, etc.):

	<b>YES</b>	<b>NO</b>
Does the program include any concentrations/ tracks/ options?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If **yes**, please explain (i.e., define): The four short term certificates have different concentrations,

## 2. Undergraduate Components

Please provide all course information as indicated in the following table. Indicate new courses with “Y” in the associated column. If the course includes a required work-based learning component, such as an internship or practicum course, please indicate with a “Y” in the WBL column.

Insert Additional Rows as Needed				
<b>Institution:</b>	Ingram State Technical College			
<b>Program Name:</b>	Horticulture			
<b>Program Level:</b>	UNDERGRADUATE (LONG CERTIFICATE (CER))			
Curriculum Components of Proposed Program				
Course Number	Course Name	Credit Hours	New? (Y)	WBL? (Y)
<b>General Education Courses</b>		<b>12</b>		
CIS146	Computer Applications	3		
ENG100	Vocational Technical English	3		
MAH101	Introductory Mathematics I	3		
SPC103	Oral Communication Skills	3		
<b>Program Courses and Required Electives</b>		<b>47</b>		
HOC111	Horticultural Business Management	3		
HOC115	Soils & Fertilizers	3		
HOC120	Plant Propagation	3		
HOC125	Turf Management	3		
HOC130	Nursery Production	3		
HOC134	Introduction to Floriculture	2		
HOC135	Ornamental Plant Identification	3		
HOC137	Commercial Landscape Design	3		
HOC140	Pest Management	3		
HOC151	Irrigation Systems	3		
HOC167	Golf Course Maintenance	3		
HOC210	Greenhouse Management	3		
HOC211	Greenhouse Crop Production	3		
HOC216	Landscape Maintenance	3		
HOC218	Landscape Construction	3		
HOC230	Vegetable and Orchard Crops	3		
<b>Program Options (enter total credit hours from all options below)</b>				
<b>Free Electives</b>				
<b>Capstone/Internship/Practicum</b>				

Total Credit Hours Required for Completion:		59		