



South Portland, Maine 04106

**Academic Department**

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**Title: Landscape Management**

**Catalog Number: Hort 220**

**Credit Hours: 3**

**Total Contact Hours: 60**

**Lecture (or Lab): Lecture 30hrs, Lab 30hrs**

**Instructor: Mark Kelly**

**Office Hours – Location: By appointment or Fridays from 11am to 12:15 pm in the hort building library (I'm usually in the library or around the building earlier in the morning on Friday mornings).**

**Contact Information: MKelly@smccme.edu**

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**Course Syllabus**

**Course Description**

This course presents the principles and techniques of landscape management. Components of landscape contracting and landscape gardening are discussed, with an emphasis on the efficient and environmentally sound management of the landscaped area. Topics include weed management, hardscape construction elements, landscape maintenance, job estimating and bidding, and business and resource management. Preparation to become a Maine Certified Landscape Professional is given.

Prerequisite(s): HORT-110, HORT-130

Corequisite(s): none

**Course Objectives**

- Exposure to common landscape weeds, understanding of invasive plants and the danger they present to manufactured and natural landscapes.
- Presentation of the ideas of sustainability, and how to incorporate those principles
- Understanding of garden/landscape maintenance, and the tools used
- Understanding of the proper use of mulch, water, fertilizer, and chemicals
- Understanding of basic landscape math/calculations
- Proper plant selection, proper planting practices, and care of plants after installation
- Basic principles of hardscaping, the materials used, and installation
- Basic landscaping business issues; business startup, business planning, dealing with clients, job estimations, creating business proposals.

**After successfully completing the course, the student will be able to:**

Maintain gardens/landscapes with a strong foundation of practices that lead to successful and enjoyable spaces. Have a basic understanding of business startup, and dealing with clients. Understand some of the people and sources available to help.

**Topical Outline of Instruction**

- Intro to weeds
- Idea of sustainability
- Small group maintenance work on site
- Basics of mulch
- Fertilizer
- Division
- Planting
- Watering
- Hardscaping
- Business issues

**Course Requirements**

There will be lots of lab time outside, especially in the first half of the semester, and this will occur in any type of weather. Come prepared to work in any kind of situation. There will also be several trips to various locations, be prepared to start some classes at different locations, or ready to leave campus to travel to a different location.

**Student Evaluation and Grading**

Quizzes and Exams will only be given after the scheduled date with prior notice that a student will miss that quiz/exam date. Any work handed in after the due date will lose 5 points per week until handed in. There are not a lot of opportunities for points throughout out the semester, attendance and participation are key to success in this course. Attend class, be involved, get assignments in on the due dates.

<u>Grading</u>	<u>Approx. % or grade</u>
Quiz/Exam	50%
Paper	5%
Proposal	20%
Participation/Attendance	25%

Finale grade determined by dividing available points by points earned.

93-100 A	83-87 B	73-77 C	0-59 F
90-92 A-	80-82 B-	70-72 C-	
88-89 B+	78-79 C+	60-69 D	

### **Text, Tools and / or Supplies**

#### Text

*Weeds of the Northeast*, Richard H. Uva, Joseph C. Neal and Joseph M. DiTomaso, Comstock Publishing Associates, division of Cornell University Press, Ithica and New York. Available at campus bookstore and others.

Appropriate outdoor clothing – rain gear, gloves, work shoes, ear protection (if needed), eye protection (if needed), cold weather clothes.

Sun screen (if needed)

Tick/bug repellent – everyone should check for ticks after each class.

Tools – Bring any favorite tools, especially for weeding. Tools are available at school, but are in limited numbers.

Note: We will be hands on, and outside in all kinds of weather. Be prepared to participate in any condition; rain, snow, cold, hot.

### **Attendance Policy**

Attendance and participation is 25% of final grade and very important to success in this course. The instructor also reserves the right to take addition points off the final grade for any student with poor attendance. The ability to pass this class is severely impacted by attendance. Three missed classes within the semester, and or two consecutive absences will jeopardize the ability to pass this course. Unless with prior notification and for good reasons (determined by the instructor) students will not be allowed to make up missed quizzes/exams. If a student knows they will need to miss a class, please speak with the instructor in advance. Use the school email to connect with me, it is the only outside source of communication between us.

### **End-of-Course Evaluation**

Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 p.m. following the last day of the class. You will receive an e-mail to your student e-mail account when course evaluations are available.

### **ADA Syllabus Statement**

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call (207) 741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

### **SMCC Pay-for-Print Policy**

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The College's pay-for-print system monitors printing on all printers (including those in general access labs, library printers, Tutoring Services, Campus Center Lounge and technology labs). Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your account. Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print documents for the department should contact the Help Desk at 741-5696 to have a special account set up. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an e-mail to [helpdesk@smccme.edu](mailto:helpdesk@smccme.edu).

### **Refunds**

Print jobs are eligible for a refund in the event of mechanical or electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with the result. To request a refund, please bring the offending print to the IT Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student's account.

### **Add-Drop Policy**

Students who drop a course during the one-week "add/drop" period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

**Withdrawal Policy**

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the Fall and Spring semesters and the second through ninth week of twelve-week Summer courses. This period is pro-rated for shorter-length courses (usually 75 percent of course meeting times; please check with the Registration Office. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Registration Office. This process must be completed either in person or by using SMCC e-mail accounts.

**Plagiarism Statement**

If an instructor suspects that a student has knowingly committed a violation defined in the Maine Community College System Policy on Student Grade Appeals and Academic Misconduct, the instructor has the authority to review the alleged misconduct and determine the grade that the student should receive for the assignment and the course. The instructor may assign a failing grade for the assignment or course and may require the student to complete additional work for the course. The instructor may consult with the department chair and/or the College's chief academic officer prior to making such decisions. If a student seeks to challenge an instructor's determination, the student should submit a grade appeal. Grade appeal forms are available in the Advising Office on the South Portland Campus or in the administrative offices in the Learning Commons on the Midcoast Campus. An instructor may also refer the matter to the College's disciplinary officer for review under the procedures of the MCCS Student Code of Conduct