

Syllabus for AG 21: Plant Propagation

Course Information

Semester & Year: Spring 2025

Course ID and Section number: AG-21-E7618

Instructor's name: Shirley Graser

Day and time of required meetings: F 8:40am – 2:00pm

Location: AT-108 & GH100

Course units: 3

Instructor Contact Information

Office hours: Before or after class, and by appointment

Phone number: 707-476-4361 (email or Canvas message is best)

Email address: Shirley-Graser@redwoods.edu

Catalog Description

Plant propagation and production practices with an emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, plant pest and disease control; structures and site layout; preparation and use of propagating and planting mediums; use and maintenance of common tools and equipment; regulations pertaining to plant production. Laboratory required.

Course Student Learning Outcomes

- Describe the principles of plant reproduction, sexual and asexual. (Lec)
- Identify, select, use, and maintain common propagation parent stock, nursery tools and equipment. (Lec/Lab)
- Demonstrate the ability to grow plants from propagation to saleable size. (Lab)
- Exhibit the personal skills (attitude, work habits, etc.) for successful employment in the wholesale nursery business.

Required Textbook

The required textbook for this course is **Hartmann & Kester's Plant Propagation: Principles and Practices (9th edition)** - ISBN: 9780134480893

Older editions are okay. Available online, at the bookstore, or as an eBook, which will be the

most affordable option. Older editions are acceptable and less pricey - however, page numbers of assigned readings may differ slightly.

Recommended text: **The Plant Propagator's Bible by Miranda Smith** - ISBN: 9780760369807

This book has great instructions and illustrations on many different types of propagation and is excellent for anyone that is interested in plant propagation. Plus it is under \$20. Highly recommended, but not required.

Prerequisites/corequisites/ recommended preparation

None

Educational Accessibility & Support

College of the Redwoods is committed to providing reasonable accommodations for qualified students who could benefit from additional educational support and services. You may qualify if you have a physical, mental, sensory, or intellectual condition which causes you to struggle academically, including but not limited to:

- Mental health conditions such as depression, anxiety, PTSD, or bipolar disorder
- Common ailments such as arthritis, asthma, diabetes, autoimmune disorders, and diseases
- Temporary impairments such as a broken bone, recovery from significant surgery, or a pregnancy-related disability
- Neurodevelopmental disorders such as a learning disability, intellectual disability, autism, acquired brain injury, or ADHD
- Vision, hearing, or mobility conditions

Available services include extended test time, quiet testing environments, academic assistance and tutoring through the [LIGHT Center](#), counseling and advising, alternate formats of course materials (e.g., audio books, braille, E-texts), assistive technology, learning disability assessments, approval for personal attendants, interpreters, priority registration, on-campus transportation, adaptive physical education and living skills courses, and more. If you believe you might benefit from disability- or health-related services and accommodations, please contact [Student Accessibility Support Services \(SASS\)](#). If you are unsure whether you qualify, please contact Student Accessibility Support Services (SASS) for a consultation: sass@redwoods.edu.

SASS office locations and phone numbers

Eureka campus

- Phone: 707-476-4280
- Location: Student Services building, first floor SS113

Del Norte campus

- Phone: 707-465-2353
- Location: main building, near the Library

Klamath-Trinity campus

- Phone: 707-476-4280

Student Support Services

Good information and clear communication about your needs will help you be successful. Please let your instructor know about any specific challenges or technology limitations that might affect your participation in class. College of the Redwoods wants every student to be successful.

The following online resources are available to support your success as a student:

[CR Online Learning Support](#)

Tech support, laptop loans, guides to using Canvas, installing Office 365 for free, and more.

[Library Articles & Databases](#)

Find the best library databases for your research.

[Online Tutoring Resources](#)

Participate in tutoring over Zoom.

To learn more about the resources available to you, click on a title bar below, or click the down arrow to expand them all.

Klamath-Trinity students can contact the CR Klamath-Trinity Office for specific information about student support services at 530-625-4821.

Community College Student Health and Wellness

National Suicide Prevention Lifeline

If you are in distress or are with someone at risk right now, call or text the National Suicide Prevention Lifeline.

Call the National Suicide Prevention Lifeline

1-800-273-TALK (8255)

Text the National Suicide Prevention Lifeline

741-741

Timely Care

When you're not feeling well physically or distressed mentally, Timely Care can offer the help you're looking for in just a few quick taps. Students can schedule an appointment anytime via phone, video, and chat. [Log in or set up an account with Timely Care.](#)

Mental Health Counseling

Students should text, email, or fax Shawna Bell directly for scheduling and/or services.

- Text: 707-496-2856
- Email: shawnabmft@gmail.com
- Fax and voicemail: 707-237-2318

Wellness Central

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Wellness Central](#).

Counseling

[Counseling and Advising](#) can assist students in need of academic advising and professional counseling services. Call, email or stop by one of our offices to make an appointment!

Counseling and Advising office locations and contact info

Eureka campus

- Phone: 707-476-4150
- Location: Student Services Building, first floor
- Email: counseling@redwood.edu
- Hours: Monday through Friday, 9am to 4pm. Summer hours may vary

Del Norte campus

- Phone: 707-476-2300
- Location: Main Building, next to the library
- Hours: Summer hours may vary

Klamath-Trinity campus

- Phone: 530-625-4821
- Email: KT-staff@redwoods.edu
- Hours: Summer hours may vary

Career Education Department Counseling & Support

Alex Wright is the Student Development Advisor for the Career Education Department at College of the Redwoods. He can assist and support students through their academic endeavors and help develop plans on how students can complete their goals

- Educational Planning
- Scheduling
- Transfer Process
- Academic Support
- Certificate & Degree Information
- Graduation Process
- Personal Issues or Crisis

- Course Substitutions
- Transcript Evaluation Process
- Navigating the College Experience
- Student Support Services

Direct Phone (Office): 707-476-4288

Email: Alex-Wright@redwoods.edu

Career Education: 707-476-4341

Counseling & Advising: 707-476-4150

Basic Needs Center

[Basic Needs Center](#) provides for the health and safety of students by providing access to healthy food, financial resources, and referrals to safe and secure housing. [Submit a request for services and information.](#)

Basic Needs Center contact info

- Phone: 707-476-4153
- Email: the-grove@redwoods.edu

Learning Resource Center

The Learning Resource Center includes the following resources for students:

Library Services

[Introduction - Library Services for Students - LibGuides at College of the Redwoods](#) promotes information literacy and provides organized information resources.

Multicultural and Equity Center (MCE)

The [Multicultural and Equity Center](#) is a dynamic and inclusive place that supports all students in their academic and personal journeys at the college. We do this by creating community, home away from home, and a safe place for cultural expression, cross-cultural learning, access to college and dignity resources, and social justice work opportunities. The MEC is committed to retention and student success by offering activities related to leadership development, student connectedness and student equity. We are a student-centered program that fosters respect for all people.

Academic Support Center

The [Academic Support Center](#) offers tutoring and test proctoring for CR students.

Student Tech Help

Technical [Support](#) provides students with assistance around a variety of tech problems.

Extended Opportunity Programs and Services (EOPS)

[EOPS/CARE](#) (EOPS) provides services to eligible income disadvantaged students including: textbook awards, grants, career academic and personal counseling, transportation assistance, tutoring, laptop, calculator and textbook loans, priority registration, graduation cap and gown, workshops, and more!

TRiO Student Success Program

The TRiO Student Support Services Program provides eligible students with a variety of services including academic advising, career assessments, assistance with transfer, and peer mentoring. Students can apply for the program with the [Eureka TRiO office](#) or the [Del Norte TRiO office](#).

Veterans Resource Center

The [Veterans Resource Center](#) supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.

CalWORKS

California Work Opportunity & Responsibility to Kids ([CalWorks](#)) provides supportive services to student parents with children under the age of 18, who are receiving cash assistance (TANF benefits), to become self-sufficient. Services include: transportation assistance, basic student supplies, tutoring, priority registration, laptop and calculator loans, career, academic, and personal counseling, and more!

Evaluation & Grading Policy

Evaluation for this course is based on your performance of the following assignments

Reading Assignments: 180 points (18%)

Quizzes: 100 points (10%)

Lecture Participation/Activities: 150 points (15%)

Plant Sale (Lab, Survey & Participation): 70 points (7%)

Exams: 180 points (18%)

Lab (Assignments + Participation): 339 points (33%)

Grades will be posted to Canvas promptly after an assignment is completed. Please be sure to check your grades throughout the semester so that you can alert me of any discrepancies that you notice.

Semester grades will be based on the percentage of the total possible points earned over the semester.

Letter grades will be broken down as follows:

90-100% = A

80-89% = B

70-79% = C

60-69% = D

50-59% = F

Attendance, Participation, and Excessive Absences:

Attending class and actively engaging is critical to your success in the course. Life happens and emergencies come up. You receive points just for showing up! Please let me know as soon as possible if you will not be attending a class. I do not need to know why you are missing class.

Our class meets only once per week and we cover a lot of material each meeting. You can potentially earn ~50 points each week on average. If you're absent more than 3 times, it will be difficult to make up the points. Excessive absences without communication will result in being dropped from the class.

Canvas

We will use Canvas a lot! We will use it as an information hub, to take quizzes and exams, post grades, and communicate. You will be able to find Grades, the Syllabus, the Course Outline, Extra Credit Assignments, and Weekly Content including lecture slides and associated documents. You can also communicate with each other and with me via Canvas.

Reading Assignments & Quizzes

Before we meet

Reading assignments are due each Friday at the **beginning** of class. Assignments correspond with the weekly reading and what we will be discussing in that week's lecture. You will receive the assignment the Friday before it is due. The assignments will be available on Canvas. There are no reading assignments on holidays, the week of the plant sale, or during finals. See the Course Outline for the specific reading assignments.

After we meet

You will have a quiz to complete online, on Canvas, each Sunday by 11:59pm. There are a total of 10 quizzes over the semester. Each quiz will be on that week's content and include a variety of different questions: multiple choice, true or false, matching terms, short answer and fill in the blank. There are no quizzes during holidays, the plant sale or on Unit Exam weeks.

Suggested Weekly Sequence

Students enrolled in 3 unit courses can expect to spend ~4 hours outside of class time working on course material. To stay on track and succeed in this course, I suggest this weekly routine:

- **Plan Your Week:** Refer to the course outline to identify the assigned reading for the week.
- **Engage and Prepare:** Complete the assigned reading and work on the reading assignment. Submit your assignment by Friday at the start of class.
- **Participate Actively:** Attend lecture and lab sessions, engage in activities, and ask questions to deepen your understanding.
- **Wrap Up the Week:** Review your notes, complete the weekly quiz, and submit it by Sunday night.

Sticking to this routine will help you effectively manage the workload and get the most out of the course.

Labs

Labs and lab participation account for the largest chunk of your grade. This is a hands-on class! There will be 9 labs, 3 of which are longer-term and include making observations over several weeks.

It is your responsibility to keep track of your lab paperwork and to bring your materials to class each week. You also receive 15 points of participation credit during each lab. To earn full credit you must stay the entire lab, participate, and help clean up. In general, you cannot make up a lab activity.

The Plant Sale

Plant Sale Participation

This year our class will help host CR's 35th Annual Spring Plant Sale. In lab, we will be growing a variety of annuals, perennials, houseplants, succulents, herbs, and veggie starts for the plant sale. Participation on the day of the event is worth 25 points.

There is also an opportunity to earn extra credit by assisting extra hours at the plant sale (each hour makes up 5 points). More details about the plant sale will be provided in class.

Plant Sale Project

You will have an additional long-term lab related to the Plant Sale. For this project, you will grow a species of plant from seed and observe their growth from beginning to end (sale). More information on the project will be provided in class.

Plant Sale Evaluation

In addition to your project and participating at the plant sale, you will be provided with a discussion form to assess the quality of this year's plant sale. Your feedback will be helpful in evaluating the plant sale and will help improve future plant sales. This assignment is worth 20 points. That's a total of 70 points related to the Plant Sale!

Exams

Course material is divided into 3 units. You will have 3 Unit Exams over the semester. Each exam is worth 60 points. Exams will be online, on Canvas, and due on the assigned Sunday by 11:59pm. Exams will be a similar style to the quizzes and have a variety of questions. You will not have a quiz due on Exam weeks.

Late Policy/Extra Credit

I **do** accept: Late reading assignments and in-class assignments on a case by case basis. Points will be deducted for late assignments.

I **do not** accept: Late lab assignments, projects, or Unit Exams

Communicate! If you miss class and a corresponding assignment, ask for help. I cannot help you if you don't reach out and let me know.

Technical malfunctions are not a valid excuse for missing assignments or deadlines. Please account for the unknown and give yourself adequate time to complete work. I'm familiar with life's lemons, so please communicate with me as soon as possible in the event of an unforeseen circumstance/emergency.

There will be a few opportunities for extra credit throughout the semester to make up points.

Spring 2025 Dates

Date	To Remember
January 17	Last day to register for classes (day before the first class meeting)
January 18	Classes begin
January 20	Martin Luther King's Birthday (All Campuses Closed)
January 24	Last Day to add a class
January 31	Last Day to Drop & Receive a Refund
February 2	Last Day to Drop w/out a "W"
February 3	Census Date (20% of class)
February 14	Lincoln's Birthday (All Campuses Closed)
February 17	President's Day (All Campuses Closed)
March 6	Last Day to Petition to Graduate & Petition for Certificate

Date	To Remember
March 17 - 22	Spring Break (No Classes)
March 28	Last Day for Student/Faculty Withdrawal
March 31	Cesar Chavez Day (All Campuses Closed)
May 10 - 16	Final Examinations
May 16	Last Day to File P/NP Option
May 16	Semester Ends
May 23	Grades Due
May 26	Memorial Day (All Campuses Closed)
May 30	Grades Available for Transcript Release

Academic dishonesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [2024-2025 College Catalog](#) and [CR Board and Administrative Policies](#).

AI Use Class Policy

Recent advancements in generative artificial intelligence (AI) have made large language models such as ChatGPT and Google's Bard widely available. However, overuse of these tools in this class can undermine your learning and curtail the development of your critical and creative thinking skills. In addition, AI outputs are often unreliable and frequently subject to bias. For these reasons, the policy of this class is that AI cannot be used at any point in the completion of class assignments, including discussion posts. Any or all of your assignment submissions may be screened by AI detection software, but the real penalty for AI misuse is that you will miss out on an opportunity to learn. Assignments deemed to be AI generated will receive a 0. You will have a chance to resubmit original work.

Classroom Conduct

1. **Kindness, mindfulness in communication & RESPECT**

I expect all persons in the classroom to conduct themselves first and foremost with these 3 things in mind

2. **Community Mindset**

Our classroom is a safe and supportive learning environment. We will work hard while having fun and support each other to achieve our learning goals. Community = inclusivity

3. **Patience**

Give each other grace. Each of us enters the classroom with different lived experiences, skillsets and areas where we need growth. Exercise patience and ease with others.

Disruptive Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [2024-2025 College Catalog](#) and [CR Board and Administrative Policies](#).

Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

Canvas Information

- Log into Canvas at [My CR Portal](#)
- For help logging in to Canvas and general tech help, visit [Canvas Support Home](#)
- Once you're logged in to Canvas, you click on the Help icon on the left menu
- Canvas online orientation workshop: [Canvas Student Orientation Course](#)

Setting Your Preferred Name and Pronouns in Canvas

Students have the ability to display personal pronouns and an alternate first name in Canvas. Students may change their pronouns on their own in Canvas (Account :: Settings :: Edit Settings). To request a change to your preferred list name, contact [Admissions and Records](#). Your Preferred Name will only be listed in Canvas; this does not change your legal name in our records. See the [Student Information Update form-2022.pdf](#).

Emergency Procedures / Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into [WebAdvisor](#) and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or campus-safety@redwoods.edu if you have any questions. For more information visit [Campus Safety](#). Please review the [EurekaEmergencyMap_S24.pdf](#) for campus evacuation sites, including the closet site to this classroom (posted by the exit of each room).

In an emergency that requires an evacuation of the building anywhere in the District:

- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel

Do not leave campus, unless it has been deemed safe by the campus authorities. To learn more about campus-specific Emergency Procedures, click on a title bar below, or click the down arrow to expand them all.