

**AEC 314.01W FARM MANAGEMENT
COURSE SYLLABUS: SPRING 2014**

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COURSE INFORMATION

Textbook Required:

Farm Management by Ronald D. Kay, William M. Edwards, and Patricia A. Duffy. McGraw-Hill Companies, Inc., New York, 7th Ed., 2011. (ISBN 9780073545875 or ISBN 0073545872)

Course Description:

This course is designed to provide students with economic concepts that can be applied to management decisions using farm and ranch situations, and to develop skills in planning and budgeting, business financial analysis, and investment analysis.

Student Learning Outcomes:

Upon completion of the course the student will learn to implement decision rules to determine conditions that maximize profit, use budgeting concepts to develop whole-farm plans from enterprise budgets, and identify alternative business organizations.

COURSE REQUIREMENTS

This course consists of a series of assignments and examinations to assist the student in achieving the learning objectives for the course. Each week, students are encouraged to work on assignments, discussions and readings in preparation for weekly quiz and periodic exam.

Grading	Percent
Assignments and Exercises	25%
Quizzes	15%
Exam 1	20%
Exam 2	20%
Exam 3	20%

Grading Scale:

Range	Grade
90-100.00	A
80-89.99	B
70-79.99	C
60-69.99	D
Less than 60	F

TECHNOLOGY REQUIREMENTS

The following information has been provided to assist you in preparing to use technology successfully in this course.

- Internet access/connection – high speed recommended (not dial-up)
- Headset/Microphone (optional for online discussions)
- Word Processor (i.e. MS Word or Word Perfect)

Additionally, the following hardware and software are necessary to use eCollege:

Our campus is optimized to work in a Microsoft Windows environment. This means our courses work best if you are using a Windows operating system (XP or newer) and a recent version of Microsoft Internet Explorer (6.0, 7.0, or 8.0).

Your courses will also work with Macintosh OS X along with a recent version of Safari 2.0 or better. Along with Internet Explorer and Safari, eCollege also supports the Firefox browser (3.0) on both Windows and Mac operating systems.

It is strongly recommended that you perform a “Browser Test” prior to the start of your course. To launch a browser test, login in to eCollege, click on the ‘myCourses’ tab, and then select the “Browser Test” link under Support Services.

ACCESS AND NAVIGATION

This course will be facilitated using eCollege. To get started with the course, go to:
<https://secure.ecollege.com/tamuc/index.learn?action=welcome> You will need your CWID and password to log in to the course.

If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or helpdesk@online.tamuc.org

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement: Should you have any questions or comments, please feel free to contact me any time. Email is the best way to contact me.

Office hours are by appointment only. Should you need to meet with me for any reason, a time and place will be determined.

COURSE AND UNIVERSITY PROCEDURES/POLICIES
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COURSE SPECIFIC PROCEDURES

Exams and quizzes: No makeup exams or quizzes will be offered. A grade of zero will be assigned to any missed exam or quiz. Make sure you have internet access ahead of time. Make sure your laptop battery is fully charged. Exams and quizzes will be administered through eCollege. Exams and quizzes are to be completed by 11:59 PM on the due date. Exams and quizzes will be timed.

Exercises: Exercises will involve farm management principles and emphasize their applicability to the farm or agribusiness. Exercises will be selected from the book or provided by the instructor. Students will be required to submit their answers via eCollege according to the class schedule provided (see Class Schedule below). Exercises will become active the first day of the week they are due and are to be completed by 11:59 PM on the due date.

Discussions: Discussions will be administered through eCollege. Students are required to make at least one thoughtful post (one complete paragraph at least 5 sentences long) per topic. Students will be graded on the quality and timeliness of their posts (see discussion/exercise rubric). Students should plan to participate throughout the course. Discussions are to be completed by 11:59 PM on the due date.

Class Preparation: Students should read content and complete course assignments prior to deadlines. Students are expected to actively participate in online discussions and submit exercises in-time. Students are also expected to complete quizzes and exams on the date and time allotted. It is your responsibility to be familiar with and understand all previously covered material prior to each new chapter.

UNIVERSITY POLICY AND PROCEDURES

Services for Students with Disabilities: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Gee Library

Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

StudentDisabilityServices@tamuc.edu

General Policies for Classes: All students enrolled at the University will follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. See Student's Guide Handbook, Rules and Procedures, Code of Student Conduct at <http://www.tamuc.edu/CampusLife/documents/studentGuidebook.pdf>

Academic Integrity: In this course the need for collaboration is undeniable if you are to excel, even in cases of individual work. There is a fine line in this process. You are encouraged to seek the help and advice of others. However, you **must** do your own work. My personal policy, which will guide this course, is: I trust you to behave honestly and ethically in all circumstances. Please ask me if you have questions about what is proper and what is not.

Academic Honesty: Plagiarism and other forms of academic dishonesty will not be tolerated. Instructors “are expected to uphold and support student integrity and honesty by maintaining conditions that encourage and enforce academic honesty. Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty. "Academic dishonesty" includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse (destruction, defacing, or removal) of resource material.” See 13.99.99.R0.10 Academic Honesty at <http://www.tamuc.edu/aboutus/policiesProceduresStandardsStatements/default.aspx>

SUPPORT SERVICES

The Academic Success Center is excited to announce a new support service available starting September 3, 2013 for all undergraduate students to use. Through a partnership with Tutor.com®, they offer 24/7 online tutoring that connects students one-to-one with a subject expert tutor the minute they need assistance (Business Center option is available 3:00pm to 12:00 am CST).

The tutoring service can be accessed from any internet-enabled computer or mobile device by going to www.tutor.com/TAMUC

Tutoring is available in following subject areas:

- Business: Account, Finance & Economics
- Math: Algebra, Calculus, Geometry, & Statistics
- Sciences: Biology, Chemistry, Physics & Earth Sciences
- English, Writing & History

Additionally, the program also offers study resources such as skills-building tool, lessons, test prep materials, and videos.

COURSE OUTLINE

Week of	Subject/Material Covered	Assignments Due By 11:59 PM on Due Date
Week 1 Jan 13 – Jan 19	Chapter 1 – Farm Management	Exercise and/or Discussion Quiz
Week 2 Jan 20 – Jan 26	Chapter 2 – Management and Decision Making	Exercise and/or Discussion Quiz
Week 3 Jan 27 – Feb 2	Chapter 3 – Acquiring and Organizing Management Information	Exercise and/or Discussion Quiz
Week 4 Feb 3 – Feb 9	Chapter 3 - continued	Exercise and/or Discussion
Week 5 Feb 10 – Feb 16	EXAM 1 - Chapters 1, 2, & 3	EXAM 1
Week 6 Feb 17 – Feb 23	Chapter 4 – The Balance Sheet and Its Analysis	Exercise and/or Discussion Quiz
Week 7 Feb 24 – Mar 2	Chapter 4 - continued	Exercise and/or Discussion
Week 8 Mar 3 – Mar 9	Chapter 5 – The Income Statement and Its Analysis	Exercise and/or Discussion Quiz
Week 9 Mar 10 – Mar 16	SPRING BREAK – No Class	
Week 10 Mar 17 – Mar 23	Chapter 5 – continued	Exercise and/or Discussion
Week 11 Mar 24 – Mar 30	EXAM 2 – Chapters 4 & 5	EXAM 2
Week 12 Mar 31 – Apr 6	Chapter 7 – Economic Principles – Choosing Production Levels	Exercise and/or Discussion Quiz
Week 13 Apr 7 – Apr 13	Chapter 7 - continued	Exercise and/or Discussion
Week 14 Apr 14 – Apr 20	Chapter 8 – Economic Principles – Choosing Input and Output Combinations	Exercise and/or Discussion Quiz
Week 15 Apr 21 – Apr 27	Chapter 8 – Continued	Exercise and/or Discussion
Week 16 Apr 28 – May 4	EXAM 3 – Chapters 7 & 8	EXAM 3

Please Note: The instructor reserves the right to change this schedule as circumstances may dictate.

EXERCISE RUBRIC

CATEGORY	100%	75%	50%	25%
Quality of Information	All information presented was clear, accurate and thorough.	Most information presented was clear, accurate and thorough.	Most information presented was clear and accurate, but was not usually thorough.	Information had several inaccuracies OR was usually not clear.
Amount of Information	All topics are addressed and all questions answered with at least 4 sentences about each.	All topics are addressed and most questions answered with at least 3 sentences about each.	All topics are addressed, and most questions answered with 1 sentence about each.	One or more topics were not addressed.
Understanding of Topic	Student clearly understood the topic in-depth and presented their information forcefully and convincingly.	Student clearly understood the topic in-depth and presented their information with ease.	Student seemed to understand the main points of the topic and presented those with ease.	Student did not show an adequate understanding of the topic.
Use of Facts/Statistics	Every major point was well supported with several relevant facts, statistics and/or examples.	Every major point was adequately supported with relevant facts, statistics and/or examples.	Every major point was supported with facts, statistics and/or examples, but the relevance of some was questionable.	Every point was not supported.
Sources	All sources (information and graphics) are accurately documented in the desired format.	All sources (information and graphics) are accurately documented, but a few are not in the desired format.	All sources (information and graphics) are accurately documented, but many are not in the desired format.	Some sources are not accurately documented.
Mechanics	No grammatical, spelling or punctuation errors.	Almost no grammatical, spelling or punctuation errors	A few grammatical spelling, or punctuation errors.	Many grammatical, spelling, or punctuation errors.