

**AEC 314.01W FARM MANAGEMENT
COURSE SYLLABUS: SPRING 2016**

Instructor: Kristal Rater
Office Location: School of Agriculture
Office Phone: 903.886.5358
Office Fax: 903.886.5990
University Email Address: kristal.rater@tamuc.edu
Office hours: By appointment only

COURSE INFORMATION

Textbook Required:

Farm Management by Ronald D. Kay, William M. Edwards, and Patricia A. Duffy. McGraw-Hill Companies, Inc., New York, 8th Ed., 2015. (ISBN 9780073400945 or ISBN 0073400947)

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, Discussions, Video Summaries, 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 into the course.

If you do not know your CWID or have forgotten your password contact the Help Desk. The HelpDesk can be reached by sending an email to helpdesk@online.tamuc.org or by calling 1-866-656-5511.

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.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

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.

Assignments: Assignments 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). Assignments 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.

Video Summaries: You are required to submit your individual video summaries via eCollege according to the class schedule provided (see Class Schedule below). The videos will highlight current agricultural issues and trends.

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/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13students/studentAffairs/13.02.99.R0.06StandardsOfStudentConduct.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/rulesProcedures/13students/13.99.99.R0.10AcademicHonesty.aspx>

SUPPORT SERVICES

Through a partnership with Tutor.com[®], A&M-Commerce offers 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

The Academic Success Center also offers FREE one-on-one tutoring in this subject. Agricultural Economics tutors are available in the **JAMP room, STC 110 (Science Building)**. A schedule is posted in the JAMP room with tutoring hours.

COURSE OUTLINE

Week of	Subject/Material Covered	Assignments Due By 11:59 PM on last day listed
Week 1 Jan 19 – Jan 24	Chapter 1 – Farm Management	Exercise and/or Discussion Quiz
Week 2 Jan 25 – Jan 31	Chapter 2 – Management and Decision Making	Exercise and/or Discussion Quiz Video Summary
Week 3 Feb 1 – Feb 7	Chapter 3 – Acquiring and Organizing Management Information	Exercise and/or Discussion Quiz
Week 4 Feb 8 – Feb 14	Chapter 3 - continued	Exercise and/or Discussion
Week 5 Feb 15 – Feb 21	EXAM 1 - Chapters 1, 2, & 3	EXAM 1
Week 6 Feb 22 – Feb 28	Chapter 4 – The Balance Sheet and Its Analysis	Exercise and/or Discussion Quiz
Week 7 Feb 29 – Mar 6	Chapter 4 - continued	Exercise and/or Discussion
Week 8 Mar 7 – Mar 13	Chapter 5 – The Income Statement and Its Analysis	Exercise and/or Discussion Quiz
Week 9 Mar 14 – Mar 20	SPRING BREAK – No Class	
Week 10 Mar 21 – Mar 27	Chapter 5 – continued	Exercise and/or Discussion
Week 11 Mar 28 – Apr 3	EXAM 2 – Chapters 4 & 5	EXAM 2
Week 12 Apr 4 – Apr 10	Chapter 7 – Economic Principles – Choosing Production Levels	Exercise and/or Discussion Quiz
Week 13 Apr 11 – Apr 17	Chapter 7 - continued	Exercise and/or Discussion Video Summary
Week 14 Apr 18 – Apr 24	Chapter 8 – Economic Principles – Choosing Input and Output Combinations	Exercise and/or Discussion Quiz
Week 15 Apr 25 – May 1	Chapter 8 – Continued	Exercise and/or Discussion
Week 16 May 1 – May 8	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.