



AMC 428

Laboratory Management in Agricultural Mechanics
May-Mini 2016

Instructor:	Dr. Douglas D. LaVergne Assistant Professor 144 Charles S. Austin Building 2600 S. Neal St. PO Box 3011 Commerce, TX 75429 Phone: (903) 886-5353 Email: doug.lavergne@tamuc.edu
Office Hours:	Face to face - by appointment; Email - anytime
Description:	Principles and techniques for planning, organizing and supervising instructional activities in agricultural mechanization. Topics include lab safety, inventory control, equipment selection, skill/curriculum development, and assessment methods. Additional focus will be on developing skills related to mechanize agricultural systems and developing competencies regarding agricultural science expectations.
Objectives:	Upon completion of this course you should be able to: <ol style="list-style-type: none">1. How to properly develop teaching objectives and lesson plans in agricultural mechanic settings.2. Develop a shop program budget; specifically, how to purchase material/supplies.3. Practice & model safety procedures in agricultural mechanics laboratory/shop settings.4. Successfully teach an agricultural mechanics lesson dealing with situations including, but not limited to: discipline, time constraints, evaluation, management, etc.
Class Meetings:	Online class hosted to eCollege
Text & Course Readings:	Herren, R. V. (2009). <i>Agricultural mechanics</i> (6th ed). Clifton Park, NY: Cengage Learning. Selected articles and manuscripts. Materials provided online.
Hardware/software requirements	It is your responsibility to make sure that your computer has all the requirements necessary to for an online class. Computer problems are not excused reasons for incomplete work. Please check the status of your computer before the beginning of class.

Class Schedule*

Date	Lab Management in Ag Mechanization	Student Objectives to be completed
<u>Module 1</u> <i>Opens: May 16th</i> <i>Closes: May 18th</i>	Course Introduction, Laboratory Safety in Agricultural Mechanics	<u>Discussion:</u> 2 Topics 1. Course Introduction 2. Laboratory Safety <u>Assignment:</u> Complete Ag Mech Questionnaire
<u>Module 2</u> <i>Opens: May 18th</i> <i>Closes: May 22nd</i>	Laboratory Safety ** Quiz **	
<u>Module 3</u> <i>Opens: May 23rd</i> <i>Closes: May 25th</i>	Teaching in Laboratory Settings	<u>Discussion:</u> 1 Topic
<u>Module 4</u> <i>Opens: May 25th</i> <i>Closes: June 1st</i>	Facilities and Resource Management in Agricultural Mechanical Settings	<u>Discussion:</u> 1 Topic 1. Floor Plan Selection <u>Assignment:</u> Purchase Requisition
Final Exam	Wednesday, June 1st	

Grade Determination

Assignments	Points
Discussions: participation & interaction (4 x 25pts each)	100
Module Assignments (Module 1 @ 50 pts.; Module 4 @ 100 pts.)	150
Quiz	100
Final Exam	100

$$\text{Your Grade (\%)} = \frac{\text{Points Earned}}{450}$$

(A = 90 or above, B = 80-89, C = 70-79, D = 60-69, F = below 60)

Final authority regarding students' grades is the responsibility of the professor.

Grade Assignment

Online Interaction, Discussion, and Participation

Students are **expected** to participate in the course to discuss experiences and observations, as well as reflect on assigned readings. Just being "*logged on*" is not the same as engaged in the learning process. By discussing issues and asking questions, you will reinforce learning through a multi-sensory approach. **You will have 4 Modules.** There will be, at minimum, one online activity or discussion prompt per module worth a total of 25 possible points per module.

Assignments (2)

Students will complete each Module Assignment within the designated time allotted by the professor. The assignment will be posted at the beginning (date) of the week's module. Assignments must be turned in before the closing of the module. Late assignments are subject to point reductions. Any assignments to be turned in must be a Microsoft Word attachment with a 12 point font (Black).

Quiz

There will be one quiz during the 2nd Module. The quiz will cover course topics for that module only. The quiz will be hosted on the eCollege website. Makeup quizzes are subject to point reductions.

Final Exam

Final exam (comprehensive) will come from course concepts.

Class Syllabus Addendum

Professionalism

Students are expected to engage in class as scheduled. Their participation in class discussion should follow the basic principles of common courtesy, decency, and cooperation with peers and instructional personnel. Rude and disruptive behavior, as well as cheating, in any form, will not be tolerated.

Reasonable Accommodations

Requests from students with disabilities for reasonable accommodations must go through the Academic Support Committee. For more information, contact Director of Disability Services at 903/886-5835.

Office Hours

A meeting can be scheduled for consultation. I have an open door policy and will try to assist students any time that I am available. However, occasionally the professorial demands of class preparation, research, and service prohibit immediate drop-in service. If you need to schedule a meeting, just shoot me an email.

Academic Honesty and Integrity

Students are expected to do their own work. Assistance with written assignments, such as proofreading or editing, is encouraged as long as the final concepts and product are those drafted and authored by the student. Information or materials (including ideas, quotes, data, procedures, etc.) from sources other than the student must be given proper credit through appropriate citation. The discipline of Agricultural Education uses the APA format (6th edition) as its primary style guide for publications, including research papers and reports. Assistance with this format and general guidelines for written assignments are available at the following source: