



## **AEC 314.01W: FARM MANAGEMENT**

COURSE SYLLABUS: Fall 2019

### **INSTRUCTOR INFORMATION**

**Instructor:** Dr. Rafael Bakhtavoryan

**Office Location:** Agricultural Science Building, Room 154

**Office Hours:** Wednesdays at 2:00p.m.-3:00p.m., and Tuesdays & Thursdays at 12:30p.m.-2:30p.m., or by appointment

**Office Phone:** (903) 886-5367

**Office Fax:** (903) 886-5990

**University Email Address:** [Rafael.Bakhtavoryan@tamuc.edu](mailto:Rafael.Bakhtavoryan@tamuc.edu) (please, use only this email address and put "AEC 314" in the subject of the email)

**Preferred Form of Communication:** Email

**Communication Response Time:** Within an hour during business hours

### **COURSE INFORMATION**

**Class Meeting:** Web-based

#### **Readings**

**Required:** PowerPoint Presentations: These will be provided on D2L.

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

*The syllabus/schedule are subject to change.*

## **Lecture Topics**

### Part I: Management

Farm Management in the 21<sup>st</sup> Century  
Management and Decision Making

Chapter 1  
Chapter 2

### Part II: Measuring Management Performance

Acquiring & Organizing Management Information  
The Balance Sheet & Its Analysis  
The Income Statement & Its Analysis  
Farm Business Analysis

Chapter 3  
Chapter 4  
Chapter 5  
Chapter 6

### Part III: Applying Economic Principles

Economic Principles-Choosing Production Levels  
Economic Principles-Choosing Input and Output Combinations  
Cost Concepts in Economics

Chapter 7  
Chapter 8  
Chapter 9

### Part IV: Budgeting for Greater Profit

Enterprise Budgeting

Chapter 10

## **Course Description**

The purpose of this course is to introduce you to the techniques and procedures used for decision making in the farm business. Also, determination of optimum enterprise choice, resource combination and techniques of financial management, budgeting, and whole farm/ranch planning will be presented and discussed.

## **Student Learning Outcomes**

After studying all materials and resources presented in this course, students will be able to (1) have knowledge of principles of management and decision making that are applicable to farms and ranch firms, and (2) apply knowledge of principles of management, problem solving skills, and critical thinking skills necessary for profitable farm management.

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

Students are expected to know how to use the learning management system (D2L will be used heavily in this class), Microsoft Word and PowerPoint.

### **Student Responsibilities or Tips for Success in the Course**

1. Read the assigned PowerPoint presentations.
2. Complete and turn in course assignments and exams at the scheduled time.
3. Use the web to actively seek out other farm management sources that fit your learning style and help you better understand the material.
4. Be prepared for exams.

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## GRADING

Your grade for the semester will be a weighted average of homework assignments, three equally weighted exams, and a comprehensive final exam.

Homework assignments	10%
Exam 1	20%
Exam 2	20%
Exam 3	20%
Final exam	30%

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89.99%

C = 70%-79.99%

D = 60%-69.99%

F = 59.99% or below

### Assessments

**HOMEWORK ASSIGNMENTS (HAs):** Homework assignments are assigned regularly (see the course outline at the end of the syllabus) and must be completed individually. As a form of experiential learning, HAs help students sharpen their analytical skills. Students must turn in their HAs via D2L according to the course outline. HAs must be submitted by 11:30 p.m. on the due date. No late HAs will be accepted and a grade of zero will be assessed for missed HAs.

**EXAMS:** Exams will be administered through D2L (see the course outline at the end of the syllabus for specific exam dates). Exams must be completed by 11:30 p.m. on the due date. Exams will be timed and you will have 1 hour and 30 minutes to complete the exam. Make sure you have internet access ahead of time and that your laptop battery is fully charged. No make-up exams will be given. If an exam is missed a grade of zero will be assessed for it. Exams must be completed individually using your own student account and there should be no collaboration or sharing of work with your classmates on the exams. Final exam is **comprehensive** and you will have 2 hours to complete it.

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# TECHNOLOGY REQUIREMENTS

## LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### Interaction with Instructor Statement

The instructor's communication response time is stated clearly on page 1.

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## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

No late assignments will be accepted and a grade of zero will be assessed for them.

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

#### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

#### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

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## **Students with Disabilities-- ADA Statement**

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**

Texas A&M University-Commerce

Gee Library- Room 162

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

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

## **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

## **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

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**COURSE OUTLINE**  
**AEC 314.01W: Farm Management**  
**Fall 2019**  
**WEB-BASED**

Weeks	Topic/All assignments are due on specific dates listed below by 11:30 p.m via D2L. For example, homework assignment 1 is due September 1 by 11:30 p.m., or homework assignment 2 is due September 8 by 11:30 p.m. , or EXAM 1 is due September 22 by 11:30 p.m.
Week 1 Aug 26 – Sep 1	Syllabus, D2L tutorial, & Chapter 1. Farm Management in the 21 <sup>st</sup> Century, Homework Assignment (HA) 1
Week 2 Sep 2 – Sep 8	Chapter 2. Management and Decision Making, HA 2
Week 3 Sep 9 – Sep 15	Chapter 3. Acquiring & Organizing Management Information, HA 3
Week 4 Sep 16 – Sep 22	<b>EXAM 1. Chapters 1, 2, 3</b>
Week 5 Sep 23 – Sep 29	Chapter 4. The Balance Sheet & Its Analysis, HA 4
Week 6 Sep 30 – Oct 6	Chapter 5. The Income Statement & Its Analysis, HA 5
Week 7 Oct 7 – Oct 13	Chapter 6. Farm Business Analysis, HA 6
Week 8 Oct 14 – Oct 20	<b>EXAM 2. Chapters 4, 5, 6</b>
Week 9 Oct 21 – Oct 27	Chapter 7. Economic Principles-Choosing Production Levels, HA 7
Week 10 Oct 28 – Nov 3	Chapter 8. Economic Principles-Choosing Input and Output Combinations, HA 8
Week 11 Nov 4 – Nov 10	Chapter 9. Cost Concepts in Economics, HA 9
Week 12 Nov 11 – Nov 17	Chapter 10. Enterprise Budgeting, HA 10
Week 13 Nov 18 – Nov 24	<b>EXAM 3. Chapters 7, 8, 9, 10</b>
Week 14 Nov 25 – Dec 1	THANKSGIVING BREAK (NO CLASS)
Week 15 Dec 2 – Dec 8	<b>FINAL EXAM. Chapters 1 through 10</b>

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