



## AMC 428

Laboratory Management in Agricultural Mechanics  
August –Mini 2020

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Instructor:	Dr. Douglas D. LaVergne Associate Professor & Assistant Dean 155 Charles S. Austin Building 2600 S. Neal St. PO Box 3011 Commerce, TX 75429 Phone: (903) 886-5353 Email: <a href="mailto:doug.lavergne@tamuc.edu">doug.lavergne@tamuc.edu</a>
Office Hours:	Virtually or by appointment only. Contact me (see above) to schedule a meet time.
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"><li>1. How to develop teaching objectives and lesson plans in agricultural mechanic settings.</li><li>2. Develop a shop program budget; specifically, how to purchase material/supplies.</li><li>3. Practice &amp; model safety procedures in agricultural mechanics laboratory/shop settings.</li><li>4. Successfully teach an agricultural mechanics lesson dealing with situations including, but not limited to: discipline, time constraints, evaluation, management, etc.</li></ol>
Class Meetings:	Online class hosted by D2L
Text & Course Readings:	<b>(Note: Book is Suggested, <i>NOT</i> required)</b> 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 class.

### Class Schedule\*

Date	Lab Management in Ag Mechanization	Student Objectives to be completed
<b>Module 1</b> <u>Discussion Board</u> Opens: 08/07 Closes: 08/10	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
<b>Module 2</b> Opens: 08/11 Closes: 08/14	Laboratory Safety  ** Lab Safety Quiz **	<i>Must Score 100% on quiz to get credit. This is a Pass/Fail Exam. You'll have 3 times to take it.</i>
<b>Module 3</b> <u>Discussion Board</u> Opens: 08/15 Closes: 08/18	Teaching in Laboratory Settings	<u>Discussion:</u> 1 Topic 1. Floor Plan Selection  <u>Assignment:</u> Lesson Plan Development
<b>Module 4</b> <u>Discussion Board</u> Opens: 08/19 Closes: 08/21	Facilities and Resource Management in Agricultural Mechanical Settings	<u>Discussion:</u> 1 Topic 1. Instructional Program Breakdown  <u>Assignment:</u> Purchase Requisition
<b>Final Exam</b>	<b>Friday, August 21<sup>st</sup></b>	

**Note:** Modules will remain open throughout the course. Discussion boards/Quizzes don't!

### Grade Determination

Assignments	Points
Discussions: participation & interaction (3 x 25pts each)	75
Module Assignments (Module 1 @ 50 pts.; Module 4 @ 100 pts.)	150
Quiz (Pass/Fail)	100 or 0
Final Exam	100

$$\text{Your Grade (\%)} = \frac{\text{Points Earned}}{425}$$

(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 3 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 2<sup>nd</sup> Module. The quiz will cover course topics for that module only. The quiz will be hosted on the eCollege website. **This is a Pass/Fail quiz! You’ll either receive 100 points (Pass) or 0 (fail). You’ll get 3 attempts. No makeups!**

### Final Exam

Final exam (comprehensive) will come from course concepts.

## Class Syllabus Addendum

### Required Syllabus Language Regarding the University’s Pandemic Response

A&M-Commerce requires the use of face-coverings in all instructional and research classrooms/laboratories. Exceptions may be made by faculty where warranted. Faculty have management over their classrooms. Students not using face-coverings can be required to leave class. Repetitive refusal to comply can be reported to the Office of Students’ Rights and Responsibilities as a violation of the student Code of Conduct.

Students should not attend class when ill or after exposure to anyone with a communicable illness. Communicate such instances directly with your instructor. Faculty will work to support the student getting access to missed content or completing missed assignments.

### 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 (6<sup>th</sup> edition) as its primary style guide for publications, including research papers and reports.

### **Campus Concealed Carry**

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

[\(\(http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf\)\)](http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf) and/or consult your event organizer). 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.