



TEXAS A&M UNIVERSITY
COMMERCE

**AGED 497/AG 597 – Managing SAE Record Books
May Mini 2022**

Instructor

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Course Meeting Times & Location: Online

Office Hours

I have an open-door policy for office hours. If my door is open, you may come in. You may also email me to schedule an in-person appointment or for general questions during normal business hours.

Course Description

This course is designed to give students certifying to teach secondary agricultural education background on supervised agricultural experience (SAE) record keeping. Students will learn how to manage SAE from the student and teacher perspective.

Learning Outcomes

Upon completion of this course undergraduate students should be able to demonstrate the following skills and concepts:

- Demonstrate ability to classify SAEs by their appropriate category.
- Provide examples of traditional and nontraditional SAEs.
- Demonstrate ability to create and manage an SAE record book with enough detail to earn a state FFA degree.
- Manage the degree and award portion of the online SAE record keeping system.
- Develop a plan for supervising various SAE projects as a teacher.

Upon completion of this course **graduate students** should be able to demonstrate the following additional skills and concepts beyond those listed above:

- Develop a personal philosophy of SAE incorporation in the 3-circle agricultural education model.
- Identify strategies to increase high school student SAE participation.

Course Textbook (Required)

Various sources and materials will be provided on D2L as necessary.

Course Specific Procedures

Attendance

Due to the fast-paced nature of this course, it will be important for students to stay on schedule in completing the modules. University excused absences will be honored when appropriate written documentation is provided, otherwise missing an assignment will be considered unexcused. Makeup work may be arranged with the instructor prior to excused absences. Students may not make up work missed from unexcused absences.

Interaction with Instructor

E-mail will serve as the primary method for out-of-class communication between the instructor and students. Therefore, students should check their university (myLeo) or other preferred e-mail account at least once daily. The instructor will attempt to answer each student-generated message within 48 hours.

University Specific Procedures and Language

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

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

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

Counseling Availability

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

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.

Citizenship

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>

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.

Assignment Descriptions

SAE Record Book Project (300 Points) - Based on the scenario provided, you will develop a record book as if you were a student trying to receive his/her Lonestar Degree at the upcoming state convention. You should include all activities, SAEs, community service projects, and any other relevant information based on your scenario.

Exam 1 (100 Points) – This exam will test your knowledge on concepts and skills covered in Module 1. Exam information will come from PowerPoints in this module, supplemental readings, and practical skills found through the operation of the student side of theAET.

Lesson Plan (300 Points) - You will develop a lesson plan that would be used in a unit covering SAEs and record keeping in theAET. The lesson should consist of instructions for one class period of instruction on a topic of your choice related to this unit. You will also be required to turn in all supporting materials such as PowerPoints, worksheets, and/or grading rubrics used for this lesson.

Exam 2 (100 Points) - This exam will test your knowledge on concepts and skills covered in Module 2. Exam information will come from PowerPoints in this module, supplemental readings, and practical skills found through the operation of the teacher side of theAET.

SAE Philosophy (200 Points) - You will write a two-page (Double spaced, 12 pt. Times New Roman, 1” Margins) paper explaining your personal philosophy on how a teacher should manage SAEs. Include information on how SAEs should be incorporated in an agricultural education program, how you would encourage participation, and how you would handle supervision. This paper should be written in APA 7th edition format and include any references cited. ***Required for Graduate Section**

Grading Scale

Undergraduate Section Points	Letter Grade	Graduate Section Points
720 – 800	A	900 – 1000
640 – 719	B	800 – 899
560 – 639	C	700 – 799
480 – 559	D	600 – 699
479 or Less	F	599 or Less

Course Calendar		
Topic	Reading	Assignments Due
Module 1		
Supervised Agricultural Experiences (SAEs)	-Supervised Agricultural Experiences PPT -Be Careful What You Wish For -Texas FFA SAE Handbook	None
Tying FFA Awards to SAEs	-Tying FFA Awards to SAEs PPT -Texas FFA Awards & Degrees Handbook	None
The Student Side of AET	-The Student Side of AET PPT -Texas FFA Record Keeping Handbook	SAE Record Book Project Wednesday, 5/25, 11:59 PM
		Exam 1 Sunday, 5/22, 11:59 PM
Module 2		
Supervising SAEs	-Supervision of SAEs PPT	None
Teaching About Record Keeping and SAEs	-Teaching Record Keeping & SAEs PPT -Can You Teach an Old Dog New Tricks	Lesson Plan Due Thursday, 6/2, 11:59 PM
The Teacher Side of AET	-The Teacher Side of AET PPT	None
		Exam 2 Sunday, 5/29, 11:59 PM
Graduate Students Only		
SAE Philosophy	None	SAE Philosophy Paper Thursday, 6/2, 11:59 PM