AGRICULTURAL SYSTEMS MANAGEMENT 440
Management of Agricultural Systems II
Spring 2015

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TA: TBD

Class Time/Location: *9:35-10:50 am, Tue & Thur / 203 AEPM


Course Objectives:
1. To use the analytical skills and business knowledge from the AGSM curriculum to solve problems common in industry.

2. To develop the professional communication skills needed to be successful in business.

3. To develop problem solving skills to deal with open-ended technical and management problems.

4. To gain experience working to solve an industry problem.

5. To enhance understanding and appreciation of the role of professionalism and continuous education in career building.

Note: AGSM 440 is designated as a “C” class. C classes are communication intensive classes and therefore, a major objective of the class will be to improve your writing and speaking skills.

Ecampus: This course will use Ecampus to provide information related to the class, assign homeworks, and turn in work. Ecampus grade book will be used to report all grades.
**Grading Policy:** The grade will be assigned based on the grading system below. Grading in this course will be based primarily on the homework assignments and class engagement and progress reports. Each assignment will have expectations for the work to be done and a grading rubric associated with it. Following are the items that will be used to establish your course grade. **Note: You must also pass the C Course requirement from this class (See the section on C-Course).**

- 900 pts – Individual Writing Assignment**
- 400 pts - Oral Progress Reports (4 reports x 100 pts each - each grade based on quality of slides and oral presentation).
- 200 pts - Peer Reviews (4 reviews x 50 pts each)
- 500 pts - Final Written Report
- 300 pts – Final Oral Presentation to Client
- 100 pts - Poster Presentation
- 300 pts - Class Engagement@@
- 300 pts – Three meetings with faculty advisor
- 3000 pts – TOTAL

±300 pts - Team Participation##

Note- An unexcused absence from class during a progress report/peer review will result in a zero for the progress report, a zero for the peer review and a zero for class engagement for that day.

**Each team member will select one of the Sections to write (only one member per section). Grades for the individual writing assignments will be based on grammar, organization, clarity, etc. Each of these sections is graded in two parts – the first draft is graded and returned for a re-write, then re-submitted to be graded again. The points for the draft will be 300 pts and the points for the final submittal will be 600 pts. **The draft must be re-written and re-submitted or the second grade will be zero.**

@@Class engagement includes attendance, attentiveness, participation, and professional behavior.

##See the separate section in this syllabus on team participation.

**Progress Reports:** Each team will give 4 progress reports during the semester to the client, instructor and 1 peer review team. The topic of each progress report will generally follow the topics listed below. The team will receive a grade for the content of the presentation (slides and oral discussion) and each individual member will receive a grade for the quality of their portion of the presentation and how well they respond to questions. One peer-review team has been
assigned to each team. The peer-review teams are expected to attend the progress reports and to ask questions after the report. Each peer-review team must also submit a short written critique of the progress report.

Progress report:
1 – Background
2 – Flow Analysis/Potential Solutions/Selection Analysis
3 – Economic Analysis/Recommended Solution
4 – Risk and Uncertainty Analysis/Implementation Plan

Late Work Policy: All assignments are due at the time and date posted. If an assignment is turned in late, the writer will be deducted 20% the first day late and 13% for every day thereafter until a week late, then it will be a 0; unless you have an excuse that meets the criteria given in Student Rule 7 (http://student-rules.tamu.edu/rule07). Assignments may be submitted after that date to receive feedback from the instructor, but zero points will be given in these situations if not turned in within the week time frame. The time/date posted on the assignment submission will be used to determine if the deadline was met. The purpose for this stringent policy on meeting deadlines is to prepare you for the expectations of business practice. Activities such as proposal submissions or bidding on contracts have similar fixed deadlines that determine if a submission will be considered.

Team Participation: The AGSM 440 class is based on a team working together to find a solution to the given problem and then to evaluate the potential of that solution for successful adoption by your project client. Although many of the writing and feedback assignments are to be completed as individuals, the team is responsible for developing and determining the information content of those writing assignments. The final report and poster presentation are mostly team efforts.

All members of the team are expected to have equal contribution to the team effort. Each member should take initiative to contribute to the overall work of the team, and should not wait for the other team members to assign tasks. Situations where team contributions are unequal will result in adjustments to the overall course grade points based upon the relative level of contribution. Individual levels of contribution to the team will be assessed using confidential evaluation forms. These forms will be sent at the end of the semester to each team member. In addition, the instructor for the team will make an evaluation and tabulate the evaluations of others. Participation will be evaluated based on the percentage of contribution to the team effort. Not submitting a team participation form at the end of the semester will automatically result in a 100 point deduction.
Faculty Advisor: Each team is expected to utilize a faculty advisor to assist them in developing solutions for their project. We will survey the faculty advisors at the end of the semester to determine if they had several quality meetings with the teams throughout the semester. Teams will receive 100 points per quality meeting for up to 3 meetings with their faculty advisor. Each team should select the faculty advisor but get approval from the instructor before the faculty advisor is asked to serve in that role.

Grade Assignment: Letter grades will be assigned using the standard thresholds of 90, 80, 70, and 60 on the adjusted course average for A, B, C, or D, respectively. The instructor reserves the right to adjust these thresholds downward for the class as a whole if the overall course average distribution justifies an adjustment. Individual grade assignments may be adjusted as well in the case of extenuating circumstances, but individual adjustment will be rare.

C Course: This course is a communication intensive (C) Course. The Core Curriculum Review Committee established the communication-intensive course graduation requirement at Texas A&M University. Each student must score 60% or better on the individual writing and speaking assignments of the course to pass the course. It is possible to have an overall course average above 60% and still fail the course if they fail the individual writing and speaking components. (The University wants to prevent the case where a student might receive an A in much of the course but neglect the portion that requires individual writing and speaking. This student, if passed, would get credit for a graduation requirement in communication without successfully demonstrating communication ability.)

Tentative Class Schedule AGSM 440

Spring 2015

1/20 - Introduction
1/22 - Review of Past Projects
1/27 - Review business writing style and expectations for the report sections
1/29 - Present business speaking style and expectations for progress reports

2/3 - Groups 1, 2 Progress Reports and Discussion
2/5 - Groups 3, 4 Progress Reports and Discussion
2/10 - Groups 5, 6 Progress Reports and Discussion
2/12 - Groups 7, 8 Progress Reports and Discussion
2/17 - Groups 9, 10  Progress Reports and Discussion  
2/19 - Groups 1, 2  Progress Reports and Discussion  
2/24 - Groups 3, 4  Progress Reports and Discussion  
2/26 - Groups 5, 6  Progress Reports and Discussion  
3/3 - Groups 7, 8  Progress Reports and Discussion  
3/5 - Groups 9, 10  Progress Reports and Discussion  
3/10 - Groups 1, 2  Progress Reports and Discussion  
3/12 - Groups 3, 4  Progress Reports and Discussion  
3/17 - Spring Break  
3/19 - Spring Break  
3/24 - Groups 5, 6  Progress Reports and Discussion  
3/26 - Groups 7, 8  Progress Reports and Discussion  
3/31 - Groups 9, 10  Progress Reports and Discussion  
4/2 - Groups 1, 2  Progress Reports and Discussion  
4/7 - Groups 3, 4  Progress Reports and Discussion  
4/9 - Groups 5, 6  Progress Reports and Discussion  
4/14 - Groups 7, 8  Progress Reports and Discussion  
4/16 - Groups 9, 10  Progress Reports and Discussion  
4/21 - Overall critique of all the progress reports  
4/23 - Present expectations for final written and oral reports  
4/28 - Present expectations for quality posters and poster presentations  
4/30 - Class Wrap-up  
5/6 - Capstone Event- Poster Presentations

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<th>Homework Schedule</th>
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<tr>
<td><strong>HW</strong></td>
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<tr>
<td>1 Project Definition</td>
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<tr>
<td>Faculty Advisor Sheet</td>
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<tr>
<td>2 Background Section</td>
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<tr>
<td>3 Material Flow/Decision Matrix/Potential Solutions/Selection Analysis</td>
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<tr>
<td>4 Final Background Section</td>
</tr>
<tr>
<td>5 Final Material Flow/Decision Matrix/Potential Solutions/Selection Analysis</td>
</tr>
<tr>
<td>6 Economic Analysis/Recommended Solution</td>
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Operating Procedures

The emphasis of this course is the independent solution of problems facing industry. This will be primarily an independent study course, with the majority of time required for successful completion of the course being outside of the scheduled class times.

Over the course of this project, you are expected to become an effective and productive team. This has many implications, but at the minimum, you will be organized to complete the assigned tasks on time, each member is expected to provide an equal contribution to the overall effort, and your team needs to meet or exceed the course expectations. If you have difficulty becoming an effective team, you are expected to discuss the situation with your instructor. At the end of the semester, each individual will be required to rate the contributions of each team member. **Scheduling of team meetings is up to the team members.** Each team will need to find a day and time that is available for your team to meet on a weekly basis.

For individual writing assignments:

To meet the requirements for a C-Course, each student must complete individual writing assignments. Each assignment must go through a process where the student writes the assignment, then the instructor provides feedback on the writing, and the student must re-write the assignment for final submission.

Plagiarism is the uncited use of material developed by others in a manner that passes the work off as your own. Plagiarism can occur intentionally or unintentionally, but both cases are unacceptable. Potential situations where plagiarism may occur in this course would be the use of material from Internet sites, vendor literature, technical publications or other resources, and the use of the writing of a classmate. When plagiarism is detected in a submitted assignment, no credit will be given for the portions that are the work of others. If the plagiarism occurs between teammates, all involved will be provided the opportunity to document the originality of their work. Only the original author will receive credit for the work. If you have any questions regarding plagiarism or cheating, please consult the Texas A&M University Student Rules, under the section Scholastic Dishonesty. These procedures will be followed and enforced in this course to maintain an environment of academic honesty.

Following the assignments of the team’s AGSM 440 projects:
1. You are expected to meet with your team members to begin to gain a better understanding of the problem assigned to you and to know each other. The first priority will be to set an appointment to
meet with your client. Where feasible, a site visit is strongly encouraged. For others, an on-line web conference or telephone conference is acceptable.

2. Some problems may have more than one team assigned. While these teams are expected to operate independently, during the information gathering process, the teams should coordinate to minimize the time commitment of the client. In addition, some problems have the same general topic as those used in the BAEN capstone course, but with a different focus and expectation. If you share a topic with one of these BAEN teams, you will be informed. If this is the situation, you are expected to coordinate with that BAEN team to schedule site visits and conference calls in an effort to minimize the time requirement on the client.

**Course Attendance**

You are expected to attend and engage in class each day that we are meeting, and to attend all team meetings. Each class attended will count as 50 points towards a total of 300. If you come in 10 minutes late, you will be given a 0 for the day’s participation, peer review, and progress report. Any excuses recognized by Texas A&M University will be accepted as excused absences. All other absences must be excused by the instructor before it will be considered an excused absence. It is understood that your team may need to travel, or have some other conflict with the scheduled class period. For these to be considered excused absences, you must contact the instructor in writing prior to the class and receive a written approval. If there was no prior approval the form that will need to be submitted will be posted on the eCampus information page. Work conflicts will not be excused absences. However, a limited number of interview trips will be excused on a case-by-case basis, but do not schedule them on dates that your team is presenting. The course schedule is set for the semester, and you are expected to schedule around it.

**Americans with Disabilities Act (ADA) Policy 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 believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu. If you qualify for special accommodations, please inform the instructor as soon as possible.

**Additional Accommodations**

If any student in this class requires accommodation related to a unique circumstance, please make an appointment to see the course instructors as soon as possible. Appropriate arrangements will be made.

**Academic Integrity**

*Aggies do not lie, cheat or steal; nor do they tolerate those who do.*

For many years, Aggies have followed a Code of Honor in an effort to unify the aims of all Aggies toward a high code of ethics and dignity. It functions as a symbol to all Aggies, promoting understanding and loyalty to truth and confidence in each other. Students should refer to the University policy on academic
integrity found in the Honor Council website: http://www.tamu.edu/aggiehonor/honorcouncil.php. All violations will be handled as specified by University Guidelines.

The University Writing Center

We encourage all students make full use of the University Writing Center, its resources and expertise. You may schedule appointments with writing consultants at the Centers on main campus on the second floor of Evans Library and in the West Campus Library. Additionally, many resources are available on the web site (http://writingcenter.tamu.edu), such as helpful tips for editing, planning, revising and proofreading your writing. You can make an appointment on the web site or by calling (458-1455). You may also submit documents for on-line assistance.