



Internship-Agricultural Business and Management AGMG-2286

Course Syllabus: Fall 2020

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor: Rene’ McCracken

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Office	Monday	Tuesday	Wednesday	Thursday	Friday	
Hours	8am – 10am	8am – 9:20am	8am – 10am	8am – 9:20am	8am – 10am	

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description: 2 credit hours - Lecture/Lab/Clinical: Six hours of lab each week. A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. (Fall, spring, summer)

Prerequisite(s): None required. Instructor may suggest reading materials and provide access to them during class.

Student Learning Outcomes: Upon successful completion of this course, students will:

- Students will study the development, planning and starting of a small farm operation from a practical and scientific approach.
- Students will develop an understanding of small farm sustainable practices; principles of visions and missions statements, goals and financial planning;
- Students will gain an understanding of soils; greenhouse management; water and irrigation; and alternative energy, plant and animal production, marketing, IPM, and legalities affecting small farms.

Evaluation/Grading Policy: Students are expected to establish a work schedule with the instructor during their first week of courses. Course will begin on the second full week of semester. Students must attend 6 hours per week during their agreed upon schedule. Hour’s maybe set during or outside normally scheduled college courses. For example: 6 hours could mean a Tuesday/ Thursday course time from 8 am to 11 am each week or weekends only Saturday – 8 to 3 pm with hour for lunch. Grades will be calculated as a percentage of the 400 total points possible. Letter grades will be assigned as follows:

- 90 - 100 A
- 80 - 89 B
- 70 - 79 C
- 60 - 69 D
- Below 60 F

Tests/Exams:

- Essay 1&2 = 200 points
- Attendance/participation = 200 points
- Total points = 400

Required Instructional Materials: None required. Instructor may suggest reading materials and provide access to them during class.

Publisher: N/A

ISBN Number: N/A

Optional Instructional Materials: None

Minimum Technology Requirements: Computer

Required Computer Literacy Skills: Basic computer skills.

Course Structure and Overview:

- **Lectures & Discussions:**

1. Weekly meetings with the instructor for this work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the student.
2. There will be two essays required for this course. In the beginning a short summary essay of the student's expectations and needs. During final's week a final essay will be required from the student on objectives learned. Students may submit written or do oral presentation for essay grade. Those who do not submit the essays will receive 0 points for the exam and fail the course.
3. Attendance is imperative for this course! Students will be required to submit a weekly time sheet to be verified by the instructor. Time sheets should be signed in and out each day of work. Students must work 6 hours per week unless otherwise agreed and contracted differently with the instructor. Each unexcused absence will mean the deduction of 10 points from the final attendance and participation grade. It will be the responsibility of the student to make up the time should an absence occur. Each student will be assigned tasks to complete. Should those tasks not be completed in a timely and satisfactory manner then the instructor may deduct 10 points from the participation grade per incident. Bonus points may be available throughout the semester with extra hours, projects and work and the student is responsible for volunteering for the extra credit and completing it on time and in a satisfactory manner before bonus points may be applied. All bonus points must be earned on an individual basis and not the part of a group project.

- **Assignments:**

1. Team Projects

Communications: Turnaround time for email responses (i.e. within 24 hours), stipulating if you will allow student text messages (i.e. Remind app), etc. *Reminder: NTCC email is the official form of communication used by the college.

Institutional/Course Policy: Students are expected to be on time and participate; have work gloves and appropriate clothing for working outdoors. No cell phones allowed in class; Tobacco products may not be used during class or lab. Students must adhere to all NTCC student conduct policies. Instructor reserves the right to dismiss a student from class for disrespecting fellow students or instructor.

Alternate Operations during Campus Closure and/or Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline (*note* instructor reserves the right to make adjustments to this timeline at any point in the term):

Week 1 : Contact instructor to receive assignments and work schedule for the semester. Train on necessary procedures and equipment.

Week 2 – 8: First half of semester work projects. Evaluation of student's work performance.

Week 9 – 15: Last half of semester work projects

Week 16 – Final student performance appraisal and review.