

Principles of Agribusiness Management

AEB 3133

COURSE SYLLABUS

INSTRUCTOR:

Ms. Jennifer Clark

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Program Assistant: Mrs. Kathy Green

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CLASS MEETINGS:

M, W, F

Period 2 (8:30 -9:20 am)

McCarty Hall B G086

COURSE DESCRIPTION:

This course provides an introduction to agribusiness management principles, application of economic principles, budgeting techniques, and principles of strategy in agribusiness from management in the United States, particularly Florida. Emphasis is given to the financial and tax management strategies and the requirements imposed on agribusiness management by local, state and federal government regulatory agencies.

COURSE TEXTBOOK AND MATERIALS:

1. Title: FOUNDATION: CAPSIM Management Simulation - Guide ISBN: 9781933681351 (required). This material is required to access the management simulation game to earn course grade. It is available at UF Bookstore or directly from publisher at: www.capsim.com
2. Title: I Clicker 2 ISBN: 1429280476 (required). This equipment is required to engage with polling/ quizzes given in class to earn course grade.

Office Hours:

M & T 10:00 am - noon

W 10:30 am - noon

Or by appointment; please email me to schedule a time.

COURSE OBJECTIVES:

1. Understand the size, nature, and importance of the agribusiness sector, specifically in Florida.
2. Recognize and calculate the costs of the production
3. Calculate profit maximizing and loss minimizing levels of production
4. Interpret balance sheets, income statements, and cash flow statements and determine implications of these financial documents as it relates to management decisions
5. Construct a basic enterprise budget
6. Demonstrate proficiency in the use of specific management tools which measure business performance and are designed to improve decision-making acumen within an agribusiness firm.
7. Apply actual business problem-solving and decision-making skills through the use of case studies and a computer simulation.
8. Gain proficiency in team-building and applied management skills desired by agribusiness firm managers.

STUDENTS WITH DISABILITIES:

1. Students with disabilities must be registered with Disability Resource Center (DRC) in the Office of the Dean of Students before classroom accommodations can be provided.
<https://www.dso.ufl.edu/drc/>
2. If you are eligible for academic accommodations because you have a documented disability that will impact your work in this class, please schedule an appointment with me as soon as possible to discuss your needs.

CAMPUS EMERGENCY IMPLICATIONS:

In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond the instructor's control. I will email such changes to your @ufl.edu account. **You are expected to read your @ufl.edu account on a frequent basis.**

COURSE CONTENT:

1. Attendance and Class Participation

While the course includes lectures, the primary focus is on the subject-matter discussions related to out of class readings and research information, in-class exercises, and individual/ group reflections designed to emphasize critical thinking and development of individual management strategy and competence. Emphasis is on the facilitation of learning, realizing that the student must assume ultimate responsibility. Students should come to class prepared to contribute to discussions of assigned readings and be prepared to complete in-class assignments. A student's contribution is evaluated based on regular class participation, positive, meaningful individual and group contributions to discussions of reading assignments, including case studies, budgeting techniques, journal articles, news and industry-related publications. Two absences are permitted with no penalty during the semester, after two absences course grade will be negatively impacted. The attendance is calculated as the proportion of student attendance to class meetings during the semester (less two excused absences as indicated previously).

Missed Class Participation Policy:

Only the following two excused conditions will permit students with the opportunity to schedule a make-up exam for class participation during the semester:

- Students who qualify for UF's 12-day rule may take a make-up exam provided that professor is contacted and make-up arrangements are arranged prior to the event. Official UF letterhead documentation from the student's advisor must be provided to the instructor at least one week prior to the missed class. Refer to UF's official policy at:
<http://www.registrar.ufl.edu/catalog/policies/regulationattendance.html#twelvedayrule>
- A student who misses an exam due to a serious, physician-documented illness must contact the instructor by email prior to attending the next class period if a medical excuse will be used to take a make-up exam. **The physician's medical excuse on office letter-head must be received by the instructor prior to the student attending the next class period so that a make-up date can be arranged.** Failure to follow this policy will terminate any opportunity to take a make-up exam. Please refer to UF's Student Health Care Center "Excuse Note Policy for more information at http://www.registrar.ufl.edu/catalogarchive/01-02-catalog/student_affairs/sa_011_.html#A0004393
- Any student who must miss any regularly-scheduled class periods due to religious holiday observance must inform the instructor within the first three days after the drop/add period ends. After this period of time, policies for all graded assignments becomes effective.

Automobile problems, family obligations, alarm clock malfunctioning, a sore throat, a severe cold, work requirements, vacation trips, job interviews, etc. do not warrant an excused absence.

2. Written Assignments

Case problems will be due at various times throughout the semester. Much of the written work will be done in "teams." This approach is used so students can develop communication skills and the ability to work effectively with others, a trait that is imperative to being a successful manager. Students may work with others on individual written assignments but each student should express his/her own ideas in written answers to questions and not copy from other students' work. Late written assignments will be penalized by 20% and will **NOT** be accepted after they are discussed in class (typically during the next class meeting after an assignment is due).

3. Management Simulation

A team approach will also be used during class activities related to the Foundation Capsim Management Simulation. This "game" is a computer simulation of a hypothetical production firm. The game will be used throughout the course to allow students to apply management principles and tools discussed in class. Game strategy and decision analysis will be completed both individually and within groups. Teams will be assigned during the second week of class and students who do not actively participate in the decision will receive no credit for their team's work. Timely submission of team decisions into the Capsim website, completion of management strategy summary, and end of semester reflection report will comprise this grading component.

4. Quizzes

Quizzes will be given at the beginning of each class designed as an incentive to complete out of class readings, promote mastery of course objectives, and encourage timeliness of attendance. This course is designed to exist within an active and participatory learning environment.

Generally, quizzes will take 10 minutes or less and cover the major points from lecture and reading assignments. Students may **drop the three lowest quiz scores** from the final grade tabulation. **No make-up quizzes** will be given. Likewise, **no excused absences for quizzes** will be granted for any reason. Thus, if a student must go home to help on the farm, participate on a judging team, travel with a salesperson, etc., he/she should use his/her own judgment about missing class, but don't ask to be excused from any quiz or to take a quiz at any time other than when it is given in class.

An excuse request letter for another school activity will allow a student to hand in a written assignment after the due date and not be penalized 20%. It does not excuse the student from either a quiz. Instead, a student may drop the three lowest quiz scores.

5. Project

Applied management scenarios will be enacted and videotaped via “triad” teams submitted as a video and written report(s). The project’s focus is an experiential learning practicum for students to gain proficiency in the theory that supports the employee/ manager/ leader dynamic in the workplace including communication, incentives, and performance feedback. Instructions will be provided during the semester.

6. Exams and Integrity

A **comprehensive final exam will be given during final exam week and will** include a mixture of problems and short answer questions along with true-false and/or multiple choice. Exams will be closed book and represent each student’s own work.

Final exam is scheduled for Thursday April 30, 2015 from 7:30 am – 9:30 am.

Unless explicitly stated as a group exercise, assignments are implicitly assigned to represent each student’s own work.

Evidence of cheating may result in an automatic F in the course and will be reported to the Dean of Students.

7. Missed Final Exam Policy:

If you miss the Final Exam, you will receive an Incomplete (I) for the semester and will be required to complete the final exam in the following semester during final exam week.

** Only cases of serious illness, bereavement, activities that fall under the Twelve-Day rule, or religious holiday observance strictly following the above stated policy will be considered as an excused absence or merit special consideration. Students are required to provide official documentation for all cases.*

8. Grading

The final grade will be based upon a weighted average of the following:

Attendance and Class Participation.....	20%
Written Assignments.....	10%
Management Simulation.....	30%
Quizzes.....	20%
Project.....	10%
Final Exam.....	10%

Grading Scale

93.0-100=	A
90.0-92.9=	A-
87.0-89.9=	B+
83.0-86.9=	B
80.0-82.9=	B-
77.0-79.9=	C+
73.0-76.9=	C
70.0-72.9=	C-
67.0-69.9=	D+
63.0-66.9=	D
60.0-62.9=	D-
<60.0=	F

- There is NO grading curve.
- You have ONE WEEK after the return of any graded item to resolve any questions. After that, all grades are final.
- Retain all graded items until assigned a final course grade.
- To view UF policies for assigning grade points, visit:
<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>
- Students can review their grades at any time during posted office hours or by appointment.

Classroom Etiquette



1. It is rude to talk when someone else is talking. If you feel that you must chat, be respectful of your neighbors by leaving the classroom to do so. If you have a question, please raise your hand or call out.
2. If it beeps, rings, or otherwise makes noise, please turn it off before class begins
3. Eating (drinking) your lunch (breakfast/ dinner), your late (early) morning (afternoon/ evening) snack is not permitted in the classroom before, during, or after class.
4. No laptops permitted to be on during lecture – handwritten notes only.

NO FOOD OR DRINK IN THIS CLASSROOM BY ORDER OF PHYSICAL PLANT!

Attendance and Make-Up Work

Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

Academic Honesty

As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity." You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment."

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code>.

Software Use:

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

Services for Students with Disabilities

The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation

0001 Reid Hall, 352-392-8565, <http://www.dso.ufl.edu/drc/>

Campus Helping Resources

Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575,
<http://www.counseling.ufl.edu/cwc/>

- Counseling Services
- Groups and Workshops
- Outreach and Consultation
- Self-Help Library
- Wellness Coaching

Career Resource Center, First Floor JWRU, 392-1601, <http://www.crc.ufl.edu/>

Should you have any complaints with your experience in this course please visit <http://www.distance.ufl.edu/student-complaints> to submit a complaint.

All University of Florida policies will be upheld at all times.

The logo features the words "GO GATORS" in a bold, green, blocky font. Each letter is filled with a pattern of small white and yellow dots, giving it a textured, almost pixelated appearance. The letters are slightly shadowed, making them stand out against the white background.