Proposal Form For Addition And Revision Of Courses

1. Proposing College / School: Agriculture  
   Department: Agricultural Economics and Rural Sociology

2. Course Prefix and Number: AGEC 3950

3. Effective Term: Fall 2013

4. Course Title: Careers in Agricultural Business and Economics
   Abbreviated Title (30 characters or less): Careers in Ag Business & Econ

5. Requested Action:  
   - Renumber a Course
   - Add a Course
   - Revise a Course

6. Course Credit:  
   Contact/Group Hours: 1
   Scheduled Type: (e.g.: Lab, Lecture, Practicum, Directed Study) Lecture
   Weekly or Per Term? Yes
   Credit Hours: 1
   Anticipated Enrollment: 40
   Total Credit Hours: 1

7. Grading Type:  
   - Regular (ABCDF)
   - Satisfactory/Unsatisfactory (S/U)
   - Audit

8. Prerequisites/Corequisites:
   Use "P:" to indicate a prerequisite, "C:" to indicate a corequisite, and "P/C:" to indicate a prerequisite with concurrency.

9. Restrictions: List specific restriction in space above.  
   - College
   - Major
   - Standing
   - Degree

10. Course Description:  
   (20 Words or Less; exactly as it should appear in the Bulletin)
   To develop skills to find a job and learn about career opportunities in agricultural business and economics.

11. May Count Either:  
   (Indicate if this particular course cannot be counted for credit in addition to another)

12. Affected Program(s):  
   (Respond "N/A" if not included in any program; attach memorandum if more space is required)
   
<table>
<thead>
<tr>
<th>Program Type</th>
<th>Program Title</th>
<th>Requirement or Elective?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major</td>
<td>Agricultural Business and Economics</td>
<td>Required</td>
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</tbody>
</table>

13. Overlapping or Duplication of Other Units’ Offerings:
   (If course is included in any other degree program, is used as an elective frequently by other unit(s), or is in an area similar to that covered by another college/school, attach correspondence with relevant unit)
   - Applicable
   - Not Applicable
14. Justification:

During the semester transition, this course was reduced to zero credits. We are correcting this issue by requiring the students to complete activities in the course.

(Include a concise, yet adequate rationale for the addition/revision of the course, citing accreditation, assessments (faculty, graduate, and/or external) where applicable)

15. Resources:

Not Applicable

(Indicate whether existing resources such as library materials, classroom/laboratory space, and faculty appointments are adequate to support the proposed addition/revision; if additional resources are required, indicate how such needs will be met, referencing the appropriate level of authorization -- i.e.: Dean -- where necessary; if no additional resources or shifting of resources will be necessary, respond "Not Applicable")

16. Student Learning Outcomes:

1. To develop a strong resume relevant for relevant agribusiness jobs.
2. To engage agriculture and agribusiness leaders and potential employers.
3. To access career services to assist in career planning and development.

(State in measurable terms (reflective of course level) what students should be able to do when they have completed this course)

17. Course Content Outline:

Week Assignments
1 12 January Introduction
2 19 January Career Center Introduction—Mrs. P. Bickers
3 26 January Jim Larson Yancy Bros.
4 02 February Orientation to Tiger Link—TBA
5 09 February Drew Ratterman Dow Agroscience
6 15 February Sanderson Farms 4:00 109 Comer Hall and
6 16 February Business Dress and Etiquette Workshop
7 23 February Career Beam—Mrs. Bickers
8 01 March Resume Reading Circle
9 08 March Graduate School—Dr. V. Hartarska and Mr. Jim Parrish
Resume Upload Tiger Link
10 22 March William Moore—Rain Hall Crop Insurance
11 29 March Paul Pinyan—ALFAComplete Industry/Firm Profile
12 05 April Thomas Hall Extension Economist
13 12 April Annie Williams—Real Estate Agent
14 19 April Russell Walters—First South
15 25 April Turn in Portfolio

(Provide a comprehensive, week-by-week breakdown of course content, including assignment due dates)

18. Assignments / Projects:

The final grade is the sum of points from three activities listed below.
1. Attend all classes (Three or more unexcused absences leads to a FA grade) 50 points. You lose 25 points for each unexcused absence.
2. Register on Tiger Recruiting Link and upload résumé 100 points (first draft 20 points, participate in reviews 20 points, resume 60 points).
3. Complete Portfolio 300 points.

(List all quizzes, projects, reports, activities and other components of the course grade -- including a brief description of each assignment that clarifies its contribution to the course's learning objectives)

19. Rubric and Grading Scale:

The points translate into grades as follows:
• S is greater than or equal to 315 points.
• U is less than 315 points.

(List all components of the course grade -- including attendance and/or participation if relevant -- with point totals for each; indicate point totals and ranges or percentages for grading scale; for S/U grading, detail performance expectations for a passing grade)

20. Justification for Graduate Credit: N/A

(Include a brief statement explaining how the course meets graduate educational standards (i.e.: rigorous standards for evaluation, development of critical thinking and analytical skills, etc.))
(Included below are standard statements regarding course policies. If necessary, a statement may be altered to reflect the
academic policies of individual faculty members and/or the academic unit or department, provided that there is no conflict with the
Tiger Cub, Faculty Handbook, or any existing university policy.)

POLICY STATEMENTS

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event
of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of
the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for
university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an
excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of
the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such
notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the Tiger Cub for more
information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g.: hour exams, mid-term exams) due to properly authorized excused absences
must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence
of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in
extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Tiger Cub will apply to university
courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the
Academic Honesty Committee.

Disability Accommodations: Students who need special accommodations in class, as provided for by the Americans With Disabilities Act, should
arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed
immediately). The student must bring a copy of their Accommodation Letter and an Instructor Notification Form to the meeting. If the student does not have these
forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2096 (VITT).
Approvals

Department Chair / Head

Date

College / School Curriculum Committee

Date

College / School Dean

Date

Dean of the Graduate School (for Graduate Courses)

Date

Assoc. Provost for Undergraduate Studies (for Undergraduate Courses)

Date

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