

# AREC 375 SYLLABUS

Professor: Dr. Rebecca Hill

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Office Hours: Office hours will be held each week on Thursdays from 11:45 am – 1:45 pm Mountain time by calling my office phone number listed above or by appointment (please email to set up an appointment).

TA: Justin Pyfrom

Email: [justin.pyfrom@rams.colostate.edu](mailto:justin.pyfrom@rams.colostate.edu)

I am looking forward to working with you AREC 375 this semester. I want this course to be successful for all participants, so I ask that if you are struggling or need help in any way you ask early. I will commit to answering your emails within 36 hours (Emails sent late on Friday may not get a response until Monday morning).

## TECHNICAL SUPPORT

Need technical assistance with your Canvas course? Try the following:

- Visit the [Help Desk](#) web page to troubleshoot common browser and Java issues.
- Call 970-491-7276.
- Email [Help Desk Support](#).

## COURSE DESCRIPTION

AREC 375 an introduction and foundational course in how the legal environment influences and is influenced by agriculture. At the end of this course:

- (1) Students will receive an introduction into the nature and extent that business, liability and other laws impact farm and ranch operations with regard to their operating practices, business transactions, capital structure and their community.
- (2) Students will be able to identify basic legal issues in order to avoid legal conflicts and in order to seek timely legal/administrative assistance.
- (3) Students will be able to identify, quantify and explain the economic dimensions of legal proceedings and institutions including tax liability, calculation of damages and the economic value of life.
- (4) Students will become familiar with the legal aspects of legal business forms, estate transfer and tax liability business organization.

## REQUIRED TEXTS AND OTHER SUPPLEMENTAL MATERIALS

There is NO TEXTBOOK associated with this course. Supplemental readings from business and economic periodicals, Internet websites, and government agencies will augment our understanding of key legal concepts. These readings will be assigned during the semester and either posted on Canvas, or a link to the materials will be posted on Canvas.

## GRADING

As a student enrolled in this course, one of your responsibilities is to submit course work by the due dates listed in the Course Schedule. It is my and my TA's commitment to you to respond individually to the work you submit in this class and to return your work in a timely manner.

ASSIGNMENT*	GRADE POINTS	GRADE PERCENTAGE
Discussions	12 x 8 points each = 144 points	19%
Final Project	100 points	20%
Exam 1	100 points	25%
Exam 2	100 points	25%
Quizzes	4 X 14 points each = 56 points	11%
<b>Total:</b>	<b>500 points</b>	<b>100 %</b>

\*Keep a copy of all work created for the course, including work submitted through RamCT Blackboard.

## ASSIGNMENT DETAILS

**Discussions:** Each week there will be a discussion prompt revolving around that week's materials. Each week you will need to respond to the prompt **and comment on at least one other student's response**. When responding to other students' responses please be respectful, disrespectful responses will not receive credit. There will be discussion prompts every week but I will drop the lowest score (i.e you can miss one week's discussion and still get a perfect score)

**Final Project:** The last three weeks of class will be topics of the classes choosing. Once you as a group have selected the topics that you want covered in the last 3 weeks, you will select a sub-topic and will be the "teacher" on that topic. You will prepare a lecture for the rest of the class on the topic. More details on this are in the courses introductory lecture.

**Exam 1 and Exam 2:** Exam 1 will be held in Module 7 and Exam 2 will be held in Module 15. Exams are to be taken with a proctor and will consist of a variety of question types including: Multiple choice, fill in the blank and open ended questions.

This course requires that all exams are proctored. Proctors are individuals who administer the exam process following the guidelines provided by Colorado State University to ensure

academic integrity. (Please note that the orange text below contains links to the website or form that you will need)

In accordance with Colorado State University OnlinePlus proctoring guidelines, you have options for having exams (print-based or online) proctored for this course. All options require you to submit a [Proctor Identification Form](#) at least two weeks prior to the first date the exam is available.

**PROCTORING OPTIONS:**

- Work with an eligible proctor external of Colorado State University. Your proctor selection is subject to approval. Please review the eligibility guidelines found on the [OnlinePlus Proctoring](#) website when selecting an external proctor. Any costs incurred due to using an external proctor are your responsibility.
- Take the exam at an OnlinePlus facility in Fort Collins or Denver, or at the University Testing Center (UTC) on-campus. Schedule an appointment at least three days before you need to take your exam. OnlinePlus offices do not charge for proctoring services. Contact OnlinePlus at (970) 492-4704 (Fort Collins) or (303) 573-6318 (Denver) or the UTC at (970) 491-6498 for more information.
- Use ProctorU, an online proctoring service, which requires a webcam and microphone. Schedule an exam with ProctorU at least four days before you need to take your exam. The cost for using ProctorU is included in the cost of the course.

It is your responsibility to select an eligible proctor, schedule exams with your proctor, and abide by all rules for bringing only appropriate materials into the testing area. Mobile or other electronic devices are strictly prohibited. You will need to provide photo identification to your proctor prior to taking any exam. Appropriate identification includes: driver’s license, CSU Student ID, passport, or other government issued photo identification. If you have any questions or concerns about proctoring, contact OnlinePlus at [onlineplus\\_proctoring@colostate.edu](mailto:onlineplus_proctoring@colostate.edu)

**Quizzes:** You will have 4 short quiz’s worth 14 points each quiz. These quizzes can be taken at any point in the week that they were assigned and are not timed and not proctored.

## GRADE DESCRIPTION

**Grading for this course will following the traditional Undergraduate scale:**

98-100 % = A+	93-97 % = A	90-92 % = A-
88-89 % = B+	83-87 % = B	80-82 % = B-
78-79 % = C+	73-77 % = C	70-72 % = C-
68-69 % = D+	63-67 % = D	60-62 % = D-
	0-59 % = F	

## ACADEMIC INTEGRITY POLICY

This course will adhere to the CSU Academic Integrity [Policies and Guiding Principles](#) as found in the General Catalog and the [Student Conduct Code](#). At a minimum, violations will result in a grading penalty in this course and a report to the Office of Conflict Resolution and Student Conduct Services.

## CSU HONOR PLEDGE

Academic integrity lies at the core of our common goal: to create an intellectually honest and rigorous community. Because academic integrity, and the personal and social integrity of which academic integrity is an integral part, is so central to our mission as students, teachers, scholars, and citizens, I will ask that you affirm the CSU Honor Pledge as part of completing your work in this course. *While you will not be required to affirm the honor pledge, you will be asked to affirm the following statement at the start of your exams:*

*"I have not given, received, or used any unauthorized assistance."*

Further information about Academic Integrity is available at CSU's [Practicing Academic Integrity](#).

## SYSTEM, MULTIMEDIA, AND SOFTWARE REQUIREMENTS

Having trouble with the multimedia in this course? See the solutions below. Also, it is highly recommended that you access your course via a **high-speed Internet connection**.

- Problems with opening PDFs?
  - Download [Adobe Reader](#).
- YouTube videos not playing?
  - Download [Flash Player](#).
- Videos not opening or playing on your Mac?
  - Download [Windows Media Components for QuickTime](#).
- Can't open content created with Microsoft Office Products? Download the following viewers:
  - [Word Viewer](#)
  - [PowerPoint Viewer](#)
  - [Excel Viewer](#)
  - [Microsoft Office Compatibility Pack for Word, Excel, and PowerPoint File Formats](#)
- Still having issues:
  - Call the **CSU Help Desk at 970-491-7276** or [Email Help Desk Support](#)

You must have speakers installed and working properly on your computer before beginning the course.

You may need access to Microsoft Word, PowerPoint, and/or Excel to complete assignments. If you do not have access to the Microsoft Office applications, you may use one of the following free resources that allow you to save your files with Microsoft Office file extensions (.doc, .docs, .ppt, .xls.):

- [Google Apps for CSU](#)—a free, outsourced communications suite endorsed by The University Technology Fee Advisory Board (UTFAB)
- [Open Office](#)—an open source productivity suite

## SUGGESTED STUDY METHODS

Online education requires skills and habits that may be less essential in traditional courses. In order to be successful in your online course you will need:

- Space—Establish a comfortable and well-organized physical workplace.
- Time management skills—Set personal study and "classroom" time as you would do for a traditional course.
- Organization skills—Print out all class material (modules, PowerPoints, assignments, additional resources, and any work you generate) and keep everything in a single location. Maintain electronic backups of all class materials.
- Communication skills—Demonstrate a willingness to interact with your instructor and classmates through email, phone calls, discussion boards, and active participation in all class activities.
- Initiative—Seek help from your instructor and classmates, ask questions as they arise.
- Discipline—Pace yourself, complete all activities and assignments before the due date, follow through on all class requirements to completion.

The more closely you adhere to the recommendations above the greater your chances of having a successful semester and a rewarding online experience.