



AREC 375 AGRICULTURAL LAW SYLLABUS

INSTRUCTOR INFORMATION

Instructor: Kathie Troudt Riley, J.D.

Office: Visiting Instructor Office in Clark Building B, 3rd floor

Email: Kathie.Riley@colostate.edu or Canvas Inbox - Responses to email will be provided within 48 hours

Phone: For emergencies only! (This is my law office) 970.663.6316

Teaching Assistant: Nathan Palardy

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TECHNICAL SUPPORT

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

- Visit the [Canvas Student Resources](#) for guides and videos
- Visit [Central I.T. Technical Support Helpdesk](#) for technical support
- Call 970.491.7276
- Email [Help Desk Support](#)

COURSE DESCRIPTION

AREC 375 is an introductory and foundational course in how the legal environment influences and is influenced by agriculture.

COURSE PREREQUISITES AND COREQUISITES

None.

COURSE GOALS

Upon completion of this course:

- (1) Students will receive an introduction into the nature and extent that property, contract, business, liability, and other laws impact agricultural operations regarding operating practices, business transactions, business structure, and the community.
- (2) Students will be able to identify basic legal issues to effectively communicate with legal counsel and timely seek legal assistance, to participate in legal matters, and to minimize the potential for conflicts and liabilities.
- (3) Students will be able to identify, quantify, and explain economic dimensions of legal proceedings and issues, including tax liability and calculation of damages.

- (4) Students will become familiar with the legal aspects of business documents, business organizations, estate planning, and planning for management of risks

REQUIRED TEXTS

No textbook is required.

OTHER REQUIRED OR SUPPLEMENTAL MATERIALS

All required reading materials are posted on Canvas. Please check Pages on Canvas each week for required reading.

COURSE PRESENTATION AND PROCEDURES

The content of this course is found in Canvas under Pages, organized by week. There students will find all required reading and research, videos, learning activities and graded assignments for the week. Students are advised to complete all tasks in each week before moving on – do not try to work ahead. Students will receive Announcements from time to time as reminders and to alert all students to any changes.

GRADING

As a student enrolled in this course, one of your responsibilities is to submit course work by the specified due date. With that said, I take my role as your instructor very seriously, and I care about how well you do in this course and that you have a satisfying, rewarding experience.

To that end, it is my commitment to you to respond individually to the work you submit in this class and to return your work in a timely manner. Weekly assignments will be returned within 7 days and the project and exams will be returned within 10 days. (If, however, due to unforeseeable circumstances, the grading of your work takes longer than the times I have listed here, I will keep you informed of my progress and make every effort to return your work with feedback as soon as I can.)

ASSIGNMENT*	GRADE POINTS	GRADE PERCENTAGE
Assignments with Discussion	50 points	12.5%
Quizzes	50 points	12.5%
Exam #1	100 points	25%
Exam #2	100 points	25%
Project	100 points	25%
Total:	400 points	100 %
Extra Credit Opportunity		Up to 25 points

*Keep a copy of all work created for the course, including work submitted through Canvas course learning management system.

WORK SUBMITTED LATE

The due date for all assignments and the project is set by date and time, using Mountain time. Work submitted not more than 8 hours after the date and time due will incur a deduction in points of 10%; work submitted within 24 hours of the date and time due will incur a deduction in points of 25%. Work submitted more than 24 hours late will receive a grade of zero (0).

ASSIGNMENT DETAILS

The details and rubric for each assignment and for the project are found in Canvas under Pages and in Assignments. The details and rubric for the project will not be published on Canvas until after Exam 1.

OPTIONS FOR EXAM PROCTORING

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.

In accordance with Colorado State University 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:

INSTRUCTIONS FOR USING PROCTORU

1. Go to: **CSU Online Exams**
2. Click the **ProctorU** option.
3. A pop-up box contains two buttons. Click both and follow the instructions.

IF YOU SELECT THIS OPTION, THERE ARE A FEW THINGS TO KEEP IN MIND:

- Please keep in mind that ProctorU has a 72 hour appointment window. If you schedule with less than 72 hours between the time you schedule and your appointment, you may have to pay a fee ranging from \$8 to \$12.
- **Mobile or other electronic devices are strictly prohibited.**
- Please make sure you are testing alone in a quiet, well-lit area.
- In order to use ProctorU you will need to have a broadband internet connection, a webcam (internal or external), microphone, a Windows or Mac Operating System, and a government issued photo ID.
- ProctorU recommends that you check your equipment on their **Testing Your Equipment** page prior to your proctoring session.
- Your forms should be filled out and submitted at least two weeks prior to your first exam; you need only submit one Proctor ID Form per semester.
- Proctoring expenses are included when enrolled in a Division of Continuing Education section (800), for other sections, you might have to pay.

INSTRUCTIONS FOR USING CSU'S ON-CAMPUS UNIVERSITY TESTING CENTER

1. Go to: **CSU Online Exams**
2. Click the **University Testing Center** option.
3. A pop-up box contains two buttons. Click both and follow the instructions.

IF YOU SELECT THIS OPTION, THERE ARE A FEW THINGS TO KEEP IN MIND:

- Mobile or other electronic devices are strictly prohibited during Testing, there are lockers for your use.
- You will need to provide your proctor with an approved photo ID—driver's license, CSU Student ID, passport, or other government issued photo ID—prior to taking an exam.
- Proctoring expenses are included when enrolled in a Division of Continuing Education section (800), for other sections, you might have to pay \$5 for every 30 minutes you are testing.

INSTRUCTIONS FOR USING AN ALTERNATE ACCREDITED TESTING CENTER

1. Go to: **CSU Online Exams**
2. Click the **Alternate Accredited Testing Center** option.
3. A pop-up box contains one button. Click it and follow the instructions.

IF YOU SELECT THIS OPTION, THERE ARE A FEW THINGS TO KEEP IN MIND:

- Mobile or other electronic devices are strictly prohibited during Testing.
- You will need to provide your proctor with an approved photo ID—driver's license, CSU Student ID, passport, or other government issued photo ID—prior to taking an exam.
- Proctoring expense incurred while using an alternate testing center is your responsibility.
- You will receive an email once your proctor has been approved or denied: The approval process can take several days.

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 <https://tilt.colostate.edu/testingCenter/>

PARTICIPATION EXPECTATIONS

All students are expected to engage in group discussion concerning the weekly assignments within the timeline specified, discussing the topics specified. The expectations are found in Canvas under Pages for the week.

GRADE DESCRIPTION

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	

MAKE UP AND CORRECTIONS OPPORTUNITIES

In the event a student misses a graded task due to documented illness, injury or emergency or performed poorly on a graded task, I encourage the student to contact me by email to discuss the situation. It is important to me that every student have the opportunity for success in this course.

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](#).

Academic integrity is conceptualized as doing and taking credit for one's own work. Violations of the university's academic integrity standards include, but are not limited to:

- Cheating—includes using unauthorized sources of information and providing or receiving unauthorized assistance on any form of academic work or engaging in any behavior specifically prohibited by the faculty member.
- Plagiarism—includes the copying of language, structure, ideas, or thoughts of another, and representing them as one's own without proper acknowledgment.
- Unauthorized Possession or Disposition of Academic Materials—includes the unauthorized selling or purchasing of examinations or other academic work; stealing another student's work; unauthorized entry to or use of material in a computer file; and using information from or possessing exams that an instructor did not authorize for release to students.
- Falsification—includes any untruth, either verbal or written, in one's academic work.
- Facilitation—includes knowingly assisting another to commit an act of academic misconduct.

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](#).

UNIVERSAL DESIGN FOR LEARNING

I am committed to the principle of universal learning. This means that our classroom, our virtual spaces, our practices, and our interactions be as inclusive as possible. Mutual respect, civility, and the ability to listen and observe others carefully are crucial to universal learning.

If you are a student who will need accommodations in this class, please contact me to discuss your individual needs. Any accommodation must be discussed in a timely manner prior to implementation. A verifying memo from [Resources for Disabled Students](#) may be required before any accommodation is provided.

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](#).
- Canvas acting funny?
 - Review Canvas guide for [Supported Browsers](#).
- YouTube videos not playing?
 - Download [Flash Player](#).
- Videos not opening or playing on your Mac?
 - Download [Windows Media Components for QuickTime](#).
- 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 will 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)
- [Office 365](#)—the full version of Microsoft Office free of charge for CSU students.

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.