



TRINITY VALLEY COMMUNITY COLLEGE COURSE SYLLABUS

☐ FALL ☒ SPRING ☐ SUM _ ☐ MINI _ ☐ OTHER YEAR 2020

☐ ONLINE COURSE* ☒ FACE TO FACE COURSE ☐ HYBRID COURSE*

This Course ☐ DOES ☒ DOES NOT Require Cengage Unlimited
 This Course ☐ DOES ☒ DOES NOT Use Open Education Resources (OERs)
 This Course ☒ DOES ☐ DOES NOT Require Exams to be Proctored**
 This Course ☒ DOES ☐ DOES NOT Require a Lab (Approx. __TBA__ hours per week)
 This Course ☒ DOES ☐ DOES NOT Require the Purchase of Textbook(s)
 This Course ☐ DOES ☒ DOES NOT Require the Purchase of Other/Lab Materials(s)

Course Rubric & Title	AGCR 1341, Forage Management and Utilization
Instructor Name	Marc Robinson
Office Hours	Posted on Office door: Room AG102
Campus	Agriculture and Ranch Management Building
Office Location	Agriculture and Ranch Management Building
Instructor E-mail Address	mrobinson@tvcc.edu
Instructor Office Phone	903-675-6285
Other/Misc.	Click or tap here to enter text.

Course Description: This course is designed to provide basic information on selection, establishment, development, and maintenance of improved native and introduced species of forage. Course content will include information on seedbed preparation, seeding and sodding techniques, fertilization, weed control, and grazing management involved in the use of such pastures.

Course Co- or Pre-Requisites: None

Textbook(s) & ISBN: *Southern Forages* 5th edition by D. M. Ball, C. S. Hoveland, and G. D. Lacefield

Required/Recommended Reading(s):

Forages, Volumes I and II by Robert F. Barnes, Darrell A. Miller, and C. Jerry Nelson

Brochures and Bulletins, available free of charge from your County Agriculture Extension Office and from various Texas A&M web sites below.

Books and Documents are available in the college library and in the agriculture reading room.

Numerous *Web Sites on the Internet*.

Web site examples include:

www.noble.org	soilcrop.tamu.edu
www.dowagro.com/range/	ppi-store.stores.yahoo.net/
forages.oregonstate.edu/index.cfm	forages.tamu.edu/
agprogram.tamu.edu	agrinet.tamu.edu
www.ars.usda.gov	www.imc-agrico.com
www.agriculture.com	www.pesticideinfo.org
www.profarmer.com	www.weeds.iastate.edu
www.powerfarm.com	www.plants.usda.gov/gallery.html
www.cdms.net/pfa/LUpdateMsg.asp	www.tpwd.state.tx.us
stephenville.tamu.edu/forages/fot/index.html	

Learning Outcomes:

Upon completion of this course, the student should demonstrate a master of the following learning outcomes:

- 1.) Understand the basic needs of the major forage crops and apply the principles of forage management.
- 2.) Analyze a site location and apply forage systems alternatives.
- 3.) Relate the economic importance of a good forage system management program to a ranching operation involving the different species of livestock.
- 4.) Comprehend the effects of grazing management on the different species of livestock, forage species, and wildlife.

Course Requirements:

- 1.) Attend class and lab regularly and participate in discussions, field trips, class projects, and other exercises.
- 2.) Take the major exams, turn in all assigned homework, and take the final exam.
- 3.) Complete the special assignment of collecting and identifying 25 plant species.

Semester Grade Computation:

- 1.) Your **presence** in class, **participation**, and **interest** shown will count 10% of your final grade.
- 2.) Three major **exams** and one **final** exam will count 60% of your final grade.

- 3.) **Lab exercises, quizzes, and homework** will count 15 % of your final average.
- 3.) The **plant collection** will count 15% of your final average.
- 4.) With prior approval, bonus points may be earned by a **word processed** research paper on current topics in forage management and utilization.

Expected Time Requirement for this Course: Approximately five or six hours per week of time spent reading, reviewing, and completing assignments is recommended to complete this course.

Expected Instructor Response Time Mon-Fri: Students should expect responses to student inquiries from the instructor within 24 hours Monday-Friday.

Expected Instructor Response Time Sat-Sun and holidays: Students should expect responses to student inquiries within 72 hours if submitted over the weekend or student holiday.

☐ **HYBRID AND ONLINE*: Non-Attendance and Financial Aid:** If you are receiving financial aid, federal regulations require you to have begun attending the courses for which you are enrolled on or before the census date (e.g., 12th day of each fall and spring semester and 6th day of class each abbreviated semester). Attendance in an online course is verified by substantial participation in the course on or before the census date. TVCC defines substantial participation in online courses as logging in to the online course **AND** completing/participating in at least one requirement of the course. **NOTE: Logging in to your online course does not warrant “attending”. For this course, you will be required to complete** Enter Assignment information here **before the census (12th class for fall/spring or 6th class day for abbreviated semesters) date in order to be marked as “attending” for purposes of financial aid.** Students documented as “not attending” a course upon the census date are assumed (for financial aid purposes) to have NOT begun attendance for that course, negatively affecting their financial aid disbursements.

☒ **FACE TO FACE: Non-Attendance and Financial Aid:** If you are receiving financial aid, federal regulations require you to have begun attending the courses for which you are enrolled on or before the census date (e.g., 12th day of each fall and spring semester and 6th day of class each abbreviated semester). Students documented as “not attending” a course upon the census date are assumed (for financial aid purposes) to have NOT begun attendance for that course, negatively affecting their financial aid disbursement.

Attendance in online course at TVCC is verified by students logging in to the course and substantially participating in the course on or before the census date. Students documented as “not attending” an online course upon the census date are assumed (for financial aid purposes)

to have NOT begun attendance for that course, and this may negatively affect financial aid disbursements.

*****PROCTORED TESTING INFORMATION** ☐ DOES ☒ DOES NOT APPLY TO THIS COURSE

☐ **Proctored Testing Information:** If exams must be proctored, describe the options your students; these include taking the exam at a testing center or using a web cam in conjunction with the Respondus lockdown browser, utilizing the service offered by Kryterion, etc.)

- **Athens** – The Testing Center, located in the Administration Building, is open during regular business hours. In the event that the testing center is closed (visit <http://www.tvcc.edu/testing/> for scheduled closings), you can test at the LRC. Please visit the [Athens testing site](#) to determine the LRC hours of operation and closures due to class instruction.
- **Palestine** – Students are allowed to test at the LRC of the respective satellite campuses. Please visit the [Palestine testing site](#) to determine their hours of operation. NOTE: *You MUST arrive at the testing center(s) at least 1 hour prior to closing so that you COMPLETE your testing before they close.*
- **Terrell** – Students are allowed to test at the A101computer lab during designated hours. Please visit the [Terrell testing site](#) to determine their hours of operation. NOTE: *You MUST arrive at the testing center(s) at least 1 hour prior to closing so that you COMPLETE your testing before they close.*

Outline of Course Schedule:

A. Principles of Forage Management

- a.) History of Forage Crops
 - b.) Developing a Forage Program
 - c.) Climate and Soils Areas
 - d.) Overview of Southern Forages
 - e.) Warm Season Grasses
 - f.) Cool Season Grasses
 - g.) Warm Season Legumes
 - h.) Cool Season Legumes
- Exam 1
- i.) Soil Testing and Fertility
 - j.) Seed
 - k.) Forage Crop Establishment
 - l.) Sodseeding / No-Tillage Planting
 - m.) Legume Inoculation

Exam 2

- n.) Forage Physiology
- o.) Forage Ecology

B. Forage Quality, Nutritive Value, and Storage

- a.) Forage Quality
- b.) Nutrient Requirements of Livestock
- c.) Hay Production
- d.) Hay Storage and Feeding

Exam 3

- e.) Silage Production and Feeding
- f.) Minimizing Stored Feed Requirements
- g.) Common Forage-Livestock Disorders
- h.) Poisonous Plants
- i.) Fescue Toxicity

C. Forage Utilization

- a) Grazing Management

Final Exam

Classroom Policies:

Class Attendance, Behavior, and Cheating Policy

Agriculture and Ranch Management Department

Instructor: Marc Robinson

Class attendance at Trinity Valley Community College is based on the philosophy that students are enrolled in college for the serious purpose of furthering their education and will attend classes on a regular and punctual basis. Class participation is a significant measure of performance and non-attendance can adversely affect the student's grade.

In the event of an unavoidable absence, the student is expected to notify the instructor of the absence before it occurs at the following telephone number:

Marc Robinson

Office: 903-675-6285

Email: mrobinson@tvcc.edu

Any **homework** and/or **lab assignments** not completed because of an absence should be made up. It is the student's responsibility to make the necessary arrangements with the instructor to complete the make-up work. Points will be deducted for **assignments that are turned in late**. A twenty point deduction will be applied for assignments turned in one to six days late. A zero will be given for assignments turned in after six days. A student not attending a **major field trip** will be required to write five, one page technical abstracts over articles related to the subject matter of the course. Major field trips count 50% of the student's final participation grade if a trip is scheduled for the class.

No **make-up exams** will be given during the course of the regular semester. Any student missing an exam for an exceptional reason may take the makeup for that exam during the time allotted for the final exam immediately

following completion of the final exam. You must notify the instructor prior to exam time of your intent to take a make-up exam.

Lab quizzes missed during the course of the semester must be made up on the first day the student is back in class. It is the duty of the student to remind the instructor that they have missed a lab quiz and desire to make it up.

Unexcused lecture absences totaling **three (3) for classes meeting twice per week or one (1) for classes meeting once per week** will be allowed without penalty. Beyond that, the student's **final course grade will be dropped by 4 points** for each successive absence. If lecture and lab are taught in consecutive time periods (back to back), an absence from either lecture or lab will constitute one absence being recorded. Three (3) unexcused tardies of over 15 minutes each will equal one (1) recorded absence.

Students will be notified when excessive absences have been recorded and may be dropped from the course with a ☐W☐ grade when the below listed classes have been missed (TVCC attendance policy).

6 absences – Monday/Wednesday or Tuesday/Thursday classes
3 absences - Classes meeting one time per week

Students will be instructed to leave the classroom if they are being disruptive. They will then be counted as absent and the disruption will also reflect upon their presence and participation grade for the course.

Veterans Benefits Recipients must be dropped from a course for benefit purposes within three (3) weeks after his or her last attendance. The Veterans Administration may require payment of all benefits received since the beginning of a semester for any course in which the student receives a ☐W☐ grade.

It is the **students responsibility** to officially drop a course or verify that the instructor has initiated the drop procedure.

Students caught **cheating** on exams or any other assigned work may receive a failing grade for the course.

Cheating/Plagiarism:

Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism, and collusion. "Cheating on a test" shall include

- (a) Copying from another student's test paper
- (b) Using test materials not authorized by the person administering the test
- (c) Collaborating with or seeking aid from another student during a test without permission from the test administrator. NOTE: an instructor using non-proctored exams is NOT providing permission to collaborate with or seek aid from another student.
- (d) Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an un-administered test
- (e) The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test
- (f) Substituting for another student, or permitting another student to substitute for oneself, to take a test, and

- (g) Bringing another person to obtain an unadministered test or information about an unadministered test.
- (h) Accessing web content or online resources to provide support in answering questions on exams, proctored or not

"Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.

"Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

Students caught **cheating** on exams or any other assigned work may receive a failing grade for the course.

Drop Policy:

It is the **students responsibility** to officially drop a course or verify that the instructor has initiated the drop procedure.

A student may withdraw (drop) from a course and receive a grade of "W" at any time during a given semester subject to the last day to receive a "W" deadline specified in the TVCC schedule or catalog. (Please see information below on Developmental Course policy).

Attendance in Developmental Courses/Developmental Drop Policy: **(Applies only if the course is a Developmental Course)**

If a student does not receive the minimum required scores on an approved TSI test, the student will be required to enroll and attend prescribed developmental courses and remain in those courses until passing test scores are submitted or the developmental sequence is successfully completed.

Students who accumulate excessive absences in any developmental classes are subject to being dropped from all courses in which they are enrolled.

Research Resources:

The student is encouraged to use the TVCC Libraries as research resources for this course. Students can search the TVCC Library Resource Center holdings through the on-line catalog. Electronic library resources provide access to full-text and abstract articles as well as links to a variety of remote

research tools. The physical library contains a specialized collection of research materials specifically chosen to support the degrees and courses offered at TVCC. Students with research questions or questions about library services are encouraged to email their question to lrc@tvcc.edu.

Technology Resources/Access:

Each student, employee, or guest with an information technology (IT) account shall be responsible for all use of the account. All accounts shall be for use by a single individual – the person for whom the account was approved or assigned. This includes e-Course accounts as well as TVCC issued email accounts. Sharing or loaning accounts is strictly prohibited and violates TVCC Board Policy CT (LOCAL).

Student's Responsibility:

This syllabus contains information, policies and procedures for a specific course. By enrolling, the student agrees to read, understand, and abide by the rules, policies, regulations, and ethical standards of Trinity Valley Community College as contained in the current catalog and schedule of classes.

You should develop a backup plan should your system or your Internet provider fail you. This is not a valid excuse for missing a deadline. The college provides many opportunities for using equipment as does many public libraries.

Student Evaluation of Courses/Faculty:

Evaluation is an important component in promoting continuous improvement, enhancing student learning, and achieving excellence in the educational process. Therefore, TVCC administers student course evaluations every semester. Students are encouraged to complete the course evaluations for all of their courses through the student Cardinal Connection portal. Notification of evaluation availability will be made to all students through the TVCC email accounts.

When completing the evaluation, students will rate the course by responding to the following prompts:

- The instructor relates the importance of the subject matter to real life.
- The instructor is very knowledgeable of the subject matter.
- The instructor encourages questions and discussions from students.
- The instructor makes class requirements clear.
- The instructor gives class assignments (tests, projects, presentations, etc.) that measure what was covered.
- The instructor's teaching methods are effective in helping me learn.
- The instructor expects students to take responsibility for their learning.
- The instructor establishes a climate of respect.
- The instructor is well organized and prepared for each class.
- The instructor is available to me on matters pertaining to the class.
- The instructor is reliable in meeting class (leave blank for online courses).
- The instructor normally starts class on time (leave blank for online courses).
- The instructor has challenged me to think.

Affirmative Action:

TVCC is an affirmative action/equal opportunity institution which provides educational and employment opportunities on the basis of merit and without discrimination or harassment in full compliance with the Civil Rights Act of 1964, as amended; the Rehabilitation Act of 1973 (Section 503,504); Americans with Disabilities Act, as amended, Title IX of the Educational Amendments of 1972; the Vietnam Era Veterans Assistance Act of 1974; Article 5221k V.A.C.S.; and Executive Orders 11246 and 11758.

Title IX of the Education Amendments:

TVCC prohibits discrimination, including sexual harassment and retaliation, against any student on the basis of race, color, religion, gender, national origin, disability, or any other basis prohibited by law. Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to an instructor, counselor, administrator, or the Title IX Coordinator. TVCC has designated the Director of Human Resources/Title IX Coordinator as the individual who is responsible for coordinating its efforts to comply with Title IX of the Education Amendments of 1972, as amended. Contact information is:

Director of Human Resource/Title IX Coordinator
Office Phone: 903-675-6215

AMERICANS WITH DISABILITIES ACT (ADA)

Trinity Valley Community College provides equal opportunities for academically qualified students with disabilities and ensures access to a wide variety of resources and programs. The passage of Section 504, Federal Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 requires that the college make certain special arrangements for students with disabilities such as moving classes to accessible locations when necessary, allowing the use of tape recorders, sign language interpreters, or other educational auxiliary aids, making special test arrangements, and other accommodations. The college will make reasonable accommodations for qualified students with a diagnosed physical and/or learning disability who have been admitted to the college and request accommodations.

Students with disabilities who wish to request accommodations should notify the Guidance Services Office on their campus. In accordance with federal law, a student requesting accommodations must provide documentation of his/her disability to the Disability Services counselor.

For more information, please visit the Guidance Service Office on your campus or contact Dennis Nolley at 903-675-6343 or email dnolley@tvcc.edu. For additional information, please visit: <http://www.tvcc.edu/guidance/studentswithdisabilities.aspx>.