

COURSE SYLLABI
Department of Agricultural Sciences
AGBU 2389.02 - Agribusiness Financial Analysis - SPRING 2018
3 Credit Hours

Course Catalog Description:

AGBU 2389.02 AGRIBUSINESS FINANCIAL ANALYSIS: Principles of farm and ranch management. Topics include: depreciation, inventory, balance sheet, income and expense, production records, income tax principles, enterprise budgeting, partial budgeting, and cash flow budgeting. Analysis and interpretation of farm records will be discussed.

Instructor:

A.N. Bullion
Office: PIRK 440J
Phone: (936) 294-1204
Email address: abullion@shsu.edu

Class Times:

TR 11:00AM - 12:20AM in PIRK 210A

Office Hours:

BY APPOINTMENT

Required Text:

Ronald Kay, William Edwards, and Patricia Duffy, Farm Management, 8th Ed., McGraw Hill. (Hereafter KED)

IMPORTANT:

Internet and SHSU email access are **REQUIRED** resources for this course. Those without personal Internet access can use the many computing facilities offered on campus.

The best way to contact me outside of class is by email. **ALL** email correspondence **MUST** have the subject line beginning with **AGBU 2389.02**, followed by the actual subject that you are inquiring about. **IF NOT I WILL IGNORE YOUR EMAIL!** You are more than welcome to call my office number and leave a message, as I will receive an email that I have a voicemail. **HOWEVER**, still the same concept of telling me who you are what you require, and what class you are in. Please give me at least 24 hours for me to respond back to you. Additionally, all homework submissions by email (**IF** allowed to turn in that way)

MUST be submitted as an MS Office compatible **ATTACHED** file. Homework done in the body of the email will not be accepted. **PERIOD**. **IF** you are allowed to submit work electronically (meaning you need prior approval), it is your responsibility to ensure that you submit it with enough time to arrive in my inbox before the due date/time. Email is not instantaneous! **ALSO**, HW submitted through Bb, needs the same consideration for time, and also needs to be an attachment, not in the message area (comment section) of the submission. Otherwise it will result in a **ZERO...PERIOD! NO FREEBIES!** **Assignments are due by the due date, not seconds, minutes, hours or days later.**

If you have a question regarding your grade on an assignment or exam, you have the right to discuss this with me within **7 days** from the time your grade was returned. Keep in mind, the grade may increase, decrease or remain the same.

Objectives:

HAVE FUN! NETWORK! LEARN FROM ONE ANOTHER! The course is intended to:

- Introduce students to general, basic foundation management principles.
- Introduce students to principles and practices useful in the analysis of agricultural businesses.
- Give the student specific financial analysis tools to help him or her effectively manage the business that they run; specifically, accounting statements, ratio analysis, and budgeting.
- Introduce students to business issues that can help or hurt their business.

Participation:

Students are expected to attend class, to arrive on time, and to participate in class discussions. Students are encouraged to ask questions and provide comments. And of course be courteous of others questions and/or opinions. (Please also refer to departmental attendance policy).

Grading:

Grade Scale

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
59.9 - BELOW	F

Grade Assessment

Exam 1	20%
Exam 2	20%
Exam 3	20%
Final Exam (Comprehensive)	25%
HW/In-Class/Quiz/Pop	15%

- Examinations: Exams will typically be short-answer, multiple choice, and problems. Questions will come from material in lectures, assigned textbook chapters, and other readings taken from handouts and Internet sites. Make-up exams will not be given without an official excused absence. Meaning, if the student must miss an exam, the student must inform the instructor in **ADVANCE** and obtain approval to take a make-up exam. Only in clear-cut emergencies will make-up exams be permitted without prior approval.
- Homework and in-class assignments: Homework and in-class assignments (including pop quizzes/quizzes) will be given from time to time during the course of the semester. Note that these comprise more than a letter-grade worth of your final grade. **TAKE THEM SERIOUSLY.**

Tentative Course Outline

- I. Introduction to Farm Management (KED Chapters 1, 2, 3, & 4)
 - A. General management issues
 - B. Management functions and decision making
 - C. Farm records and accounting introduction
 - D. Asset depreciation and valuation
- II. Financial Statements and Budgeting (KED Ch's 5, 6, and 10)
 - A. Balance sheets and their analysis
 - B. Income statements and their analysis
 - C. Enterprise budgets
- III. Improving Management Skills (KED Chapters 11, 13, 14, and 17)
 - A. Partial budgeting
 - B. Cash flow budgeting
 - C. Business organization
 - D. Time value of money and investment analysis

Most of the readings for this course are from KED. Additional readings from handouts, Internet sites, and books placed on reserve may also be required.

Attendance Policy

Department attendance policy will be **STRICTLY** enforced. Attendance will be taken each class period.

Department of Agricultural Sciences Attendance Policy

1. Regular and punctual attendance is expected of each student in the Department of Agricultural Sciences and Engineering Technology at Sam Houston State University.
2. Each faculty member will keep a written record of student attendance.
3. If a student misses **FOUR** or more classes, the student's grade **WILL** be reduced by one letter grade. Additional penalties may be assessed at the discretion of the instructor.
4. Three unexcused or unjustified tardies or early departures are considered as one absence.
5. Excused absences must be documented by the student with a letter of confirmation from the sponsoring student organization, professor or doctor. Exemptions, if surpassing the allotted four, will include

participation in departmental activities when prior approval is attained from the Department Chair.

6. No exams or assignments will be given at alternative times unless arrangements are made with the professor/instructor before the scheduled activity occurs.

Academic Dishonesty

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

Classroom Rules of Conduct

- Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university.
- Cellular telephones and pagers must be turned off before class begins. In fact, if these types of devices are seen, or used during class time

in general, **I WILL DEDUCT YOUR FINAL GRADE BY FIVE POINTS EACH TIME I SEE IT OUT OR YOU USING IT.**

In turn, that will mean that you will be notified at that point in front of your peers that it is going to occur. These devices should not be present during class time and should be stored securely in such a way that they cannot be seen or used by the student. (IT IS NOT WHAT YOU ARE DOING THAT GETS YOU INTO TROUBLE, IT IS WHAT PEOPLE THINK THAT YOU ARE DOING WILL..PERCEPTION). In the event of a Quiz or Test, the visible presence of such a device during the test period will result in a **ZERO** for that test/quiz. Use of these devices during a test is considered de facto evidence of cheating and could result in a charge of academic dishonesty (see student code of

conduct <http://www.shsu.edu/students/guide/StudentGuidelines2010-2012.pdf#page=29>).

- Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction.
- Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy.
- Any use of a telephone/iPod/iPad or text messenger or any device that performs these functions during a test/quiz period is prohibited.

Americans with Disabilities Act

STUDENTS WITH DISABILITIES POLICY:

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail disability@shsu.edu). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academicaffairs/documents/aps/students/81106.pdf>

Religious Holidays

University policy states that a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. Not later than the 15th calendar day after the first day of the semester, or the 7th calendar day after the first day of a summer session, the student must notify the instructor of each scheduled class that he/she would be absent for a religious holy day.

Tobacco Policy

In order to promote a healthy, safe, and aesthetically pleasing work, educational, and living environment, Sam Houston State University (SHSU) will endorse a smoke free and tobacco free environment. The primary purpose of this policy is to establish guidelines prohibiting smoking and the use of all tobacco products. Tobacco products include cigarettes, cigars, pipes, smokeless tobacco, and all other tobacco products. This policy applies to all faculty, staff, students, employees of contractors, and visitors of Sam Houston State University on the premises of the university.