**Barton Community College
Course Syllabus
Spring 2008**

1. **GENERAL COURSE INFORMATION**

Course number: AGRI 1181
Course title: Occupational Work Experience I
Credit hours: 1-4
Division & discipline: Workforce Training & Community Education - Farm & Ranch Management

Course description: A minimum of 100 clock hours for each credit hour per semester at selected work stations under the supervision of a coordinator is required for the course. Students will be required to fill out a report of their job experiences and hours worked.

1. **CLASSROOM POLICY**

Students and faculty of Barton Community College constitute a special community engaged in the process of education. The college assumes that its students and faculty will demonstrate a code of personal honor that is based upon courtesy, integrity, common sense, and respect for others both within and outside the classroom.

The College reserves the right to suspend a student for conduct that is detrimental to the College’s educational endeavors as outlined in the College Catalog.

Plagiarism on any academic endeavors at Barton Community College will not be tolerated. Learn the rules of, and avoid instances of, intentional or unintentional plagiarism.

Anyone seeking an accommodation under provisions of the Americans with Disabilities Act should notify Student Support Services.

1. **COURSE AS VIEWED IN TOTAL CURRICULUM**

This course is designed to increase the student's ability to do work skill in Farm and Ranch Management and Agri-Services.

1. **ASSESSMENT OF STUDENT LEARNING**

Barton Community College assesses student learning at several levels: institutional, program, degree and classroom. The goal of these assessment activities is to improve student learning. As a student in this course, you will participate in various assessment activities. Results of these activities will be used to improve the content and delivery of Barton’s instructional program.

This course is intended to:

1. Provide skills and knowledge that cannot be taught in the classroom.
2. Coordinate classroom learning experiences with actual on the job work experience
3. **COURSE COMPETENCIES**

Upon completion of the course, the student should be able to:

1. Operate, set and adjust all machinery used in summer work operations in Farm and Ranch Management and Agri-Services.

2. Handle all summer livestock operations needed in Farm and Ranch Management.

3. Keep records needed for business analysis in Farm and Ranch Management and Agri-Services.

4. Take inventory and file records in Agri-Services.

5. Arrange merchandise displays in Agri-Services.

6. Handle telephone orders, cite merchandise facts related to customer benefits and close sales in Agri-Services.

1. **INSTRUCTOR EXPECTATIONS OF STUDENTS IN CLASS**
2. **TEXT AND OTHER REQUIRED MATERIALS**
3. **REFERENCES**
4. **METHODS OF EVALUATION**
5. **ATTENDANCE REQUIREMENTS**
6. **COURSE OUTLINE**

##### SYLLABUS ADDENDUM

Course Number: AGRI 1181

Course Title: Occupational Work Experience I

Instructor: Steve Pottorff

Academic Term: Spring 2008

# **ADDENDUM TO SECTION III**

##### Course Transferability to Regent Universities

**[enter course]** at BCCC is equivalent to:

|  |  |  |
| --- | --- | --- |
| INSTITUTION | EQUIVALENT COURSE(s) a | SOURCE(s) OF INFORMATION b |
| Emporia State University | Elective | Emporia State Website |
| Fort Hays State University |  |  |
| Kansas State University | Elective | Kansas State University Website |
| Pittsburg State University | Elective | Pittsburg State Website |
| University of Kansas |  |  |
| Wichita State University |  |  |

a Highlighted (**boldface** font) courses may be used at the institution to fulfill general education requirements.

b Include both the name (location) and date of the source of information.