### AMC 424 Course Syllabus

<table>
<thead>
<tr>
<th><strong>Course Description</strong></th>
<th>Principles and strategies for implementing safety training and reducing risk of injuries in agricultural enterprises including shop and machinery operations, chemical applications, livestock handling, transportation, and farm-based recreation. Prerequisite: Junior or instructor approval.</th>
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</thead>
<tbody>
<tr>
<td><strong>Text</strong></td>
<td>No specific text is required, but extensive reading from web-based sources is.</td>
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<tr>
<td><strong>Lecture</strong></td>
<td>Lecture is web-based and consists of eight specific online modules through eCollege. These modules consist of print notes (summarizing general points), fact sheets (publications from Cooperative Extension Sources and other governmental agencies), slide presentations (from various sources), related websites, and video clips.</td>
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<td><strong>Field/Lab Activities</strong></td>
<td>Field activities will consist of the additional self-study activities either online or site-based in farm and/or school lab settings. Approximately, eight lab hours will be devoted to field investigation that includes conducting a safety audit and survey of a farm or school agricultural sciences/mechanization or horticultural lab. An additional eight hours will be dedicated to the review and completion of online training related to rural recreational safety (hunter or boater safety).</td>
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<tr>
<td><strong>Grading</strong></td>
<td><strong>Possible Points</strong></td>
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|                        | Online discussion and participation  160  
|                        | Online connect time and object/tool utilization  100  
|                        | Mid-Semester Exam  100  
|                        | Field-Based Projects  400  
|                        | Pesticide/HAZMAT Activity  100  
|                        | Final Exam or Service Project  100  
| **Total Possible Points** | 1060  
| Your Final Grade = Total Points Earned | Total Possible Points*  
| *Students seeking graduate credit must complete another assignment worth 100 points for a total of **1060 total possible points** earned for graduate credit. |

**Student Learning Outcomes**

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

1. Recognize potential hazards in farm, ranch, and agricultural education workplaces.
2. Interpret historical trends, recommended guidelines, and laws related to agricultural safety.
3. Conduct a safety inspection of power tools, equipment, and/or machinery.
4. Conduct a safety inspection and audit of a farm shop, livestock facility, and/or greenhouse.
5. Safely operate a farm tractor, including the proper hitching of implements and machinery.
6. Apply basic first aid and emergency response techniques.
7. Interpret OSHA regulations and NIOSH guidelines for safety of farm workers.
8. Interpret Operator’s Manuals and other technical publications related to maintenance/operation.
9. Discuss social and economical implications related to accidents and injury of farm workers.
10. Discuss/recognize appropriate handling and restraint techniques when working with livestock.
11. Identify/demonstrate/describe safe procedures related to
   • Pesticides and other hazardous materials,
   • Farm-based and rural recreational activities (hunting, fishing, boating),
   • Farm shop operations,
   • PTO driven machinery
12. Prepare machinery/implements for road travel and/or transport.
13. Identify, select, and demonstrate safe use of common farm hand tools and power tools.
14. Demonstrate appropriate behavior and cleanup for the agricultural workplace.
15. Conduct basic training exercises for agricultural employees/youth/students.

Students registered for graduate credit are required to complete all lecture activities associated with AMC 424, designated field/lab activities and additional activities deemed relevant for graduate credit. These additional requirements consist of one of the following activities:
___Review (one page abstract) of four research articles related to course.
___Attend workshop (three hour minimum) related to ag/recreational safety.
___Complete a 6-8 page (APA format) term paper on a relevant topic such as training or changing attitudes or behaviors regarding pesticide safety, shop safety, or prevention of farm accidents.
___Develop a 3-5 minute informative video clip on ag/recreational safety suitable for post to Youtube.

Online Discussion
Each module will present one or more issues or topics for online discussion. Each post will be evaluated for its relevance and contribution to the discussion. A maximum of 12 points per module is available from discussion participation. A single relevant entry will merit 12 points with additional points (up to 8 per module) for multiple posts/responses.

Laboratory Activities

Field Activity #A Self-Directed Safety Audit
The student will conduct a safety audit of an agricultural education facility or farm using
checklists provided by the professor.

Field Activity # B Rural Recreation Training and Certification
The student will complete the Texas Parks and Wildlife Online Training and complete the online practice test for either Hunter Safety or Boater/Watercraft Safety. The score on the practice test will be submitted for evidence of unit completion.

Graduate/Professional Distinction Project (s)
The activities are listed elsewhere in the syllabus. More details will be provided later.

Mid-Semester Exam
The mid semester exam will consist of multiple choice, true-false, and matching items that assess the student’s understanding of the basic concepts of general agricultural safety as well as the principles of safe tractor and machinery operation.

Pesticide and Hazardous Materials Exercise
The student will complete a series of activities related to pesticide safety, hazardous materials communication, right-to-know laws and employee training requirements. This exercise will include a written exam or similar assessment (to be announced) upon completion of the series of instructional activities.

Final Exam or Service Project
The final exam will consist of a comprehensive set of multiple choice, true-false, matching, identification, and short discussion/explanation items. Test items will encompass all concepts covered in the course.

Students may conduct an instructor approved service project relevant to agricultural safety instead of taking the final exam. However, the project must be approved and completed prior to final exam week. Otherwise the final exam is required. Acceptable service projects would include serving as a program speaker or project assistant on an agricultural safety topic at a 4-H or FFA meeting; speaking to a middle school or high school agriculture class on an approved topic; assisting with a Texas AgriLife Extension/4-H Safety Clinic or Field Day; providing safety training at a producer field day; conducting safety related research project; or developing a grant proposal to fund a safety training program or project later in the year.

Topic Outline
Rationale: To assist the student in developing appropriate knowledge, skills, and attitudes related to safety in and around the agricultural workplace and rural recreational environments. Emphasis will include identification of potential hazards as well as leadership and training methods used reduce the risk of injury or fatality in these settings.
I. Safety on the Farm and in Rural Areas
   A. Nature of Agricultural Hazards
   B. Children and Youth on the Farm
      1. North American Guidelines for Children’s Agricultural Tasks
      2. Hazardous Occupations Order in Agriculture
      3. Child Labor Laws
   C. Right-to-Know Laws
   D. Personal Protection Equipment
   E. Basic First Aid and Emergency Response Plans
II. Safety Around Animals
   A. Livestock Behavior
   B. Hazards Associated with Food Animals
   C. Hazards Associated with Equine and Companion Animals
   D. Transporting Livestock and Horses
   E. Critters
III. Tractor and Machinery Safety
   A. Issues in Tractor Safety
      1. Injuries and Fatalities
      2. Case Studies
   B. Tractor and Machinery Hazards and Safety Equipment
      1. Rollovers and Runovers
      2. Power Take-Off
      3. Belts, Chains, Augers, etc.
      4. Others
   C. Maintenance and Safety
IV. Pesticides and Other Hazardous Materials
   A. Reading and Interpreting Material Safety Data Sheets
   B. Interpreting Pesticide Labeling
   C. Safe Handling of Ag Chemicals
V. Shop Safety
   A. Electricity and Power Tool Safety
   B. Welding Safety
   C. Flying and Falling Objects
VI. Safety for Rural Recreation
   A. Hunter and Firearm Safety
   B. Bodies of Water
   C. ATV Safety
VII. Safety Audits, Inspections, and Attitudes
   A. Purpose and Types of Safety Audits
   B. Performing On-Site Inspections and Interviews
   C. Attitudes that Promote or Prevent Safe Practice
VII. Training for Safe Work and Play
   A. Types of Training Programs
   B. Materials, Resources, and References
   C. Developing a Training Plan or Lesson
   D. Grant Funding for Safety Initiatives

Professionalism
Students are expected to attend laboratory as scheduled. Their participation in class discussion and instructional activities should follow the basic principles of common courtesy and decency. Rude and disruptive behavior, as well as cheating, in any form, will not be tolerated. The use of tobacco products in laboratory or field trip sites is prohibited. Inappropriate conduct will not be tolerated. Failure to comply with professor’s guidelines may result in suspension from class for the remainder of the day’s instruction. Repeat offenses may result in additional consequences.
Reasonable Accommodations
Requests from students with disabilities for reasonable accommodations must go through the Academic Support Committee. For more information, contact Coordinator of Disability Services at 903/886-5835.

Personal Protection and Responsibility
Students are expected to dress appropriately for agricultural field work during on-campus (or university farm) lab activities. All students must provide their own safety glasses and ear protection. These may be purchased at local hardware or sporting goods stores.

Dr. Williams' Office Hours
The following office hours are the official times that I will be available for drop-in student consultation. I have an open door policy and will try to assist students any time that I am available. However, advising, outreach and research activities may prohibit immediate drop-in service. Wednesday 1-4

University Specific Procedures

Student Conduct
All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.

TAMUC Attendance
For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

Academic Integrity
Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:
Undergraduate Academic Dishonesty 13.99.99.R0.03

ADA Statement
Students with Disabilities
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:
Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library- Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: Rebecca.Tuerk@tamuc.edu
Website: Office of Student Disability Resources and Services
http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice
Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement
Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer. Web url: http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

COURSE CALENDAR

Due to the interactive and evolving nature of instruction within this course, a calendar with specific dates for assignments, activities, or assessments is not applicable. However, if this is an online course, due dates are embedded into the instructions or overview for each module within the course learning management system (LMS).

TECHNOLOGY REQUIREMENTS

- To fully participate in online courses (including web-enhanced) you will need to use a current Flash enabled internet browser. For PC and Mac users the suggested browser is Mozilla Firefox.

- You will need regular access to a computer with a broadband Internet connection.
The minimum computer requirements are:

- 512 MB of RAM, 1 GB or more preferred
- Broadband connection required courses are heavily video intensive
- Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.

- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: JAVA web site  http://www.java.com/en/download/manual.jsp

- Current anti-virus software must be installed and kept up to date.


Running the browser check will ensure your internet browser is supported.

  - Pop-ups are allowed.
  - JavaScript is enabled.
  - Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - Adobe Reader  https://get.adobe.com/reader/
  - Adobe Flash Player (version 17 or later)  https://get.adobe.com/flashplayer/
• At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

• For additional information about system requirements, please see: System Requirements for LearningStudio
  https://secure.ecollege.com/tamuc/index.learn?action=technical

ACCESS AND NAVIGATION

Pearson LearningStudio (eCollege) Access and Log in Information

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to myLeo and from the top menu ribbon select eCollege. Then on the upper left side of the screen click on the My Courses tab. http://www.tamuc.edu/myleo.aspx

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: It is strongly recommended you perform a “Browser Test” prior to the start of your course. To launch a browser test login to Pearson LearningStudio, click on the My Courses tab, and then select the Browser Test link under Support Services.

Pearson LearningStudio Student Technical Support

Texas A&M University-Commerce provides students technical support for the use of Pearson LearningStudio.

Technical assistance is available 24/7 (24 hours, 7 days a week).

If you experience LearningStudio (eCollege) technical problems, contact the
LearningStudio helpdesk at 1-866-656-5511 (toll free) or visit Pearson 24/7 Customer Support Site  http://247support.custhelp.com/

The student help desk may be reached in the following ways:

- **Chat Support:** Click on 'Live Support' on the tool bar within your course to chat with a Pearson LearningStudio Representative.

- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson LearningStudio Technical Support Representative.

**Accessing Help from within Your Course:** Click on the 'Tech Support' icon on the upper left side of the screen inside the course. Then you will be able to get assistance via online chat or by phone.

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend’s home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

**Policy for Reporting Problems with Pearson Learning Studio**

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure must be followed:

1. Students must report the problem to the help desk. You may reach the helpdesk at 1-866-656-5511.

2. Students must file their problem with the helpdesk and obtain a helpdesk ticket number

3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and provide me with the helpdesk ticket number.

4. I will call the helpdesk to confirm your problem and follow up with you

**PLEASE NOTE:** Your personal computer and internet access problems are not a legitimate excuses for filing a ticket with the Pearson LearningStudio Help Desk. Only Pearson LearningStudio based problems are legitimate reasons to contact the Help Desk.
You strongly are encouraged to check for your internet browser compatibility **BEFORE** the course begins and take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform.

**myLeo Support**
Your myLeo email address is required to send and receive all student correspondence. Please email helpdesk@tamuc.edu or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at myLeo. https://leo.tamuc.edu

**School of Agriculture Fax:** 903-886-5990

*The professor reserves the right to modify this syllabus during the semester, if needed. The instructor also reserves the right to extend credit for alternative assignments, projects, or presentations on an individual basis when determined to be in the best interest of the student and class activities.*