

# Agricultural Systems Management

Advising Notes

Pre-registration for Fall 2009

Advising Schedule	<ul style="list-style-type: none"><li>• Student advising period will be <b>April 6-17</b>. Students <b>MUST</b> see their faculty advisor during this advising week to be unblocked for registration.</li><li>• Student files will be sent to faculty advisors prior to advising appointments. Students do <b>NOT</b> need to see Ashlea to pick up their folders.</li><li>• Many faculty advisors will post sign-up sheets for advising appointments outside their office doors (some may not have the exact dates listed above available).</li></ul>
Advising and Registration Procedures for Students	<p>For successful and convenient advising, you should:</p> <ul style="list-style-type: none"><li>• Make an appointment in advance, and reschedule if you have to change that appointment.</li><li>• Carefully read this advising memo and highlight items that affect you.</li><li>• Make sure you have a degree plan showing the courses you will take each semester up to graduation on file and that you have a working copy. See Ashlea if you do not.</li><li>• Have a preliminary course schedule for the spring worked out before your advising meeting.</li><li>• Check your degree audit through <a href="http://myrecord.tamu.edu">myrecord.tamu.edu</a>. If it does not show credit for transfer courses taken, see Ashlea to get appropriate substitutions made. Use your degree audit to ensure courses such as Humanities, Visual &amp; Performing Arts, and International &amp; Cultural Diversity courses that you plan to take are listed in the degree audit.</li><li>• Know the university and department requirements for graduation and have a plan for how you will meet those requirements (see the section in your catalog entitled "Requirements for a Baccalaureate Degree").</li><li>• Register for courses recorded on the advising form during the advising meeting. If you need to change a course, contact your faculty advisor about the alternate course you select. If you plan to take courses at another institution and transfer them for credit, indicate which courses and the institution on the advising form.</li></ul>
Departmental Registration Blocks	<ul style="list-style-type: none"><li>• All students are blocked until they see their faculty advisor <b>and</b> have a degree plan on file.</li><li>• All AGSM students will be allowed to pre-register regardless of grades; however, their registration may be cancelled if final grades are not sufficient to warrant continued enrollment.</li><li>• Pre-registering does <b>NOT</b> imply continued enrollment for the next semester.</li></ul>
Prerequisites	<ul style="list-style-type: none"><li>• Take the courses in the order indicated by the degree plan. Delaying courses from the first and second year until the last semesters can delay graduation.</li><li>• Check course prerequisites. Students will be dropped from courses if they do not have required prerequisites.</li><li>• Students with an exceptional reason to take a course without the prerequisites must</li></ul>

	<p>fill out an exemption request. Forms are available from Ashlea and must be approved by both the course instructor and the AGSM coordinator. Exceptions to prerequisite requirements will be rare.</p> <ul style="list-style-type: none"> <li>• It is strongly encouraged that students whose degree plans require PHYS 201 or equivalent take that course before AGSM 315.</li> </ul>
Business Minor	<ul style="list-style-type: none"> <li>• The business minor requires INFO 209/RENR 201, ACCT 209, MGMT 209, MGMT 309, MKTG 409, and FINC 409. These courses appear in bold font on the AGSM degree plan sheets. Grades of C or better are required for the minor.</li> <li>• Let Ashlea know if you wish to pursue a business minor so she can enter the appropriate information into COMPASS.</li> </ul>
Required Courses	<ul style="list-style-type: none"> <li>• Students should not delay taking MATH, CHEM or PHYS courses.</li> <li>• The preferred chemistry is CHEM 107; however, students have the option of substituting CHEM 101/CHEM 111.</li> <li>• If not pursuing a business minor, students may take AGEC 344 <b>or</b> MGMT 209 <b>or</b> MGMT 212; AGEC 314 <b>or</b> MKTG 409; and AGEC 340 <b>or</b> MGMT 309. The business courses must be completed for the business minor.</li> <li>• If the student takes business courses to meet business minor requirements, AGEC courses can be taken as technical electives.</li> <li>• At least two AGEC courses are required in the degree plan, either taken to meet requirements or as technical electives.</li> <li>• <b>If there are no seats available in an AGSM course, see Ashlea to be put on a waiting list. We manage section size to accommodate all the AGSM students who need a course, but cannot guarantee available space.</b></li> </ul>
Computer Courses	<ul style="list-style-type: none"> <li>• INFO 209, or any of the equivalent computer courses acceptable for INFO 209 on the business minor, will meet the freshman computer elective requirement.</li> <li>• The advanced computer elective can be met by taking AGSM 410, 461, or 475. AGSM 410/BAEN610 will not be taught in fall 2009. AGSM 475 is offered in fall semesters. AGSM 461/FRSC 461/SPSC 461 is offered fall, spring and summer. Other electives with significant computer applications can be used to fulfill this requirement. Approval by the AGSM coordinator prior to registration is required.</li> </ul>
AGSM 439/481	<ul style="list-style-type: none"> <li>• Students may <b><u>NOT</u></b> enroll in AGSM 439 unless they are currently enrolled in AGSM 310, 315, and 325 and have successfully completed AGSM 301</li> <li>• If you are enrolling in AGSM 439 for the fall 2009 semester then you <b><u>must also</u></b> enroll in AGSM 481. If you took AGSM 439 during the fall 2008 semester and planned to take AGSM 481 during fall 2009, then contact Ashlea.</li> </ul>
Technical Electives	<ul style="list-style-type: none"> <li>• Technical electives should be 300 or 400 level and related to AGSM. They include upper level agriculture or business related courses. Courses selected should have sufficient technical content, and be appropriate for a student's interests.</li> <li>• In certain instances, a 200 level course required as a prerequisite for 300 or 400 level courses may be approved as a technical elective. To obtain this approval, you</li> </ul>

	<p>must prepare a written proposal to the AGSM coordinator showing all courses desired for technical electives, justifying the use of the lower level course, and showing how all the technical electives strengthen a knowledge area.</p> <ul style="list-style-type: none"> <li>• Students should work with their faculty advisor to identify a coordinated set of technical electives that meets the student’s career objectives.</li> <li>• The following courses may <b>NOT</b> be used as technical electives: ALED courses (except ALED 340), AGRO 302 (unless part of a sequence of turf courses), AGSM 489 “Energy and Conversion Systems”, POSC 333, RPTS 301. For a complete listing of approved courses, please see your faculty advisor or Ashlea.</li> <li>• The sequence of COSC 253, 254, and 275 counting as 6 technical elective hours is no longer available due to enrollment limits in COSC 275.</li> </ul>
AGSM 485	<ul style="list-style-type: none"> <li>• Students taking AGSM 485 must complete and submit a request form to Ashlea.</li> <li>• It is departmental policy that summer jobs or internships earn no more than one hour of AGSM 485 credit. To earn that one hour credit, you must arrange for the AGSM 485 in advance of starting the experience, and write a detailed report about the work completed. Students are strongly urged to consult their advisor when seeking credit for work experience.</li> </ul>
Study Abroad	<ul style="list-style-type: none"> <li>• AGSM 335 and 337 will be offered Summer II 2009 as study abroad classes in Belgium. In addition to receiving course credit for these two classes, students taking the study abroad will receive 6 hours of International and Cultural Diversity credit.</li> </ul>
University Core Requirements by Catalog	<p>Students may follow the catalog that was in effect when they started college, or may follow a later catalog. Listed below are differences by catalog:</p> <ul style="list-style-type: none"> <li>• Catalog 128 (05-06) – includes a requirement of 6 hours of International and Cultural Diversity and one writing-intensive (W) course</li> <li>• Catalog 129 (06-07) – same as Catalog 128. A “C” or better is required in ACCT 209, AGSM 301, CHEM 107, ECON 202, MATH 141, MATH 142, and PHYS 201, or equivalents.</li> <li>• Catalog 130 (07-08) – same as 129 except all students must have two W courses. In AGSM, this requirement is met by AGSM 439 and 440.</li> <li>• Catalog 131 (08-09) – same as 130</li> <li>• Selecting International and Cultural Diversity courses that do not also meet another core curriculum requirement will increase the total number of hours required to graduate. Try to select courses that will meet multiple requirements.</li> </ul>
Action Items for Faculty Advisors	<p>For successful and convenient advising, faculty advisors should:</p> <ul style="list-style-type: none"> <li>• Examine the student’s degree plan to see if the courses planned for registration are appropriate. Use the AGSM prerequisite flow chart (in your advising notebook) to ensure the student will have the required prerequisites.</li> <li>• <b>Since summer preregistration has already been completed, ask the student if he or she has registered for summer, and check to see that those courses are appropriate for their degree plan.</b></li> </ul>

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|  | <ul style="list-style-type: none"><li>• Inquire about the status of current courses, and ask how the student plans to deal with any of the common body of knowledge courses for AGSM that he/she will receive a D or F (Catalog 129 or later).</li><li>• Use the advising forms to record what courses the student will take and forward to Ashlea for unblocking. These forms will be retained in the student's file.</li><li>• If requesting a student be unblocked by email or phone, also send an advising form to Ashlea so it can be included in the student's file.</li><li>• Note which catalog the student is following when advising core curriculum requirements (Humanities, Visual &amp; Performing Arts, etc.). The catalog number is recorded in the student's advising folder. See the University Core Requirements section of this memo for core requirement differences by catalog and read the fine print in the catalog for courses that are listed but may not count.</li></ul> |
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