

Agricultural Systems Management

Advising Notes

Pre-registration for Summer/Fall 2018

Advising Schedule	<ul style="list-style-type: none">• Student advising period will be March 26-April 6. Students MUST see their faculty advisor during this advising window to be unblocked for registration.• Ashlea Schroeder IS NOT a faculty advisor.• Student files will be sent to faculty advisors prior to advising appointments. Students do NOT need to see Ashlea to pick up their folders.• 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).
Advising and Registration Procedures for Students	<p>For successful and convenient advising, you should:</p> <ul style="list-style-type: none">• Make an appointment in advance, and reschedule if you have to change that appointment.• Make sure you bring a copy of your degree plan from the degree planner tool in Howdy showing the courses you will take each semester up to graduation.• Have a preliminary course schedule for the summer and fall worked out before your advising meeting. Trial Schedule (template)• Check your degree evaluation through http://howdy.tamu.edu. If it does not show credit for transfer courses taken, see Ashlea to get appropriate adjustments made. Use your degree evaluation to ensure courses such as Language Philosophy and Culture, Creative Arts, and International & Cultural Diversity courses that you plan to take are listed.• Know the university and department requirements for graduation and have a plan for how you will meet those requirements.• Register (during your assigned time) for courses recorded on the advising form during the advising meeting. If you need to change a course, contact Ashlea about an alternative course you may select. If you plan to take courses at another institution and transfer them for credit, indicate which courses on the advising form.
Departmental Registration Holds	<ul style="list-style-type: none">• All students have a registration hold on their account until they see their faculty advisor.• Any student below a 2.0 GPR at mid-semester will be allowed to pre-register regardless of grades; however, their registration may be cancelled if final grades are not sufficient to warrant continuation.• Pre-registering does NOT imply continued enrollment for the next semester.
Business Minor	<ul style="list-style-type: none">• The business minor requires ACCT 209, ISTM 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 BUSI minor.• Let Ashlea know, via email, if you wish to pursue a BUSI minor so she can enter the appropriate information into Howdy.
Prerequisites	<ul style="list-style-type: none">• 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.• Check course prerequisites. Students will be dropped from courses if they do not have required prerequisites.

	<ul style="list-style-type: none"> • Students MUST have MATH 141/142 or equivalent courses (ex: MATH 140/151) with a C or better before enrolling in AGSM 301. • Students with an exceptional reason to take a course without the prerequisites must 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.
Required Courses	<ul style="list-style-type: none"> • Course prerequisites have changed for 2018-2019. Please check the restrictions and details link on each course in Howdy to make sure you have appropriate prereq courses completed. Email Ashlea if you think you should be taking a course and do not have a prereq completed. • If the student takes business courses to meet business minor requirements, AGEC courses can be taken as technical electives. • If there are no seats available in an AGSM courses, submit a force request here: Force Request • We manage section size to accommodate all the AGSM students who need a course, but cannot guarantee available space. • <u>AGSM 360 WILL be offered during Summer I 2018 ONLINE</u> • <u>AGSM 335/337 will be offered in Belgium Summer 2018.</u> • <u>AGSM 337 and AGSM 489 (air pollution tech elective) will be offered in Belgium Summer 2019.</u>
Computer Courses	<ul style="list-style-type: none"> • The advanced computer elective can be met by taking <u>ESSM 351, RENR 405, or AGSM 473 (fall only).</u>
AGSM 439	<ul style="list-style-type: none"> • AGSM 310, 315 and 325 are required prerequisites for AGSM 439. Unless you are currently enrolled in those three courses, you should not preregister for AGSM 439 in the fall. You must also have successfully completed AGSM 301. Failure to have these courses successfully completed will result in your schedule being altered by the academic advising office.
Technical Electives	<ul style="list-style-type: none"> • Technical electives should be 300 or 400 level and related to agriculture or technology. They include upper level agriculture or business related courses. Courses selected should have sufficient technical content, and be appropriate for a student's interests. • 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 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. • The following courses may <u>NOT</u> be used as technical electives: ALED courses, SCSC 302, POSC 333, RPTS 301. For a complete listing of approved courses, please see the website: Technical Electives
AGSM 484/491	<ul style="list-style-type: none"> • It is departmental policy that summer jobs or internships earn zero credit. However, you can have a 0 credit hour class placed on your transcript for internship or research experience. Please see Ashlea or Stormy for more information and this form.

Study Abroad	<ul style="list-style-type: none"> • AGSM 335 and 337 will be offered Summer II 2018 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.
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 the requirements all current AGSM students will have:</p> <ul style="list-style-type: none"> • Catalog 2007-2013 require 2 years high school foreign language, one visual and performing arts, one humanities, one social science (ECON 202 is required), POLS 206 and 207, two American history courses, one KINE 199 (S/U), and one KINE 198 (graded or S/U). Additionally, 6 hours of International and Cultural Diversity (ICD) courses (that can be selected to meet other curriculum requirements) and two writing intensive (W) courses are required. • Catalog 2014 and later require 2 years of the same foreign language from HS, one creative arts, one language philosophy and culture class, one social science (ECON 202 and ECON 203 are required), POLS 206/207, two American History classes, 3 hours of a life and physical sciences elective (in addition to CHEM 101/111 and PHYS 201), 6 hours of ICD, and two writing intensive courses. The TAMU catalog is the official keeper of requirements. http://catalog.tamu.edu/undergraduate/agriculture-life-sciences/biological-agricultural-engineering/agricultural-systems-management-bs/ • AGSM 439/440 are the approved “W” courses. • 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.
Action Items for Faculty Advisors	<p>For successful and convenient advising, faculty advisors should:</p> <ul style="list-style-type: none"> • Examine the student’s degree plan to see if the courses planned for registration are appropriate. Make sure they have completed the prerequisites (check catalog.tamu.edu) prior to enrolling in specific classes. • 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. • 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. • <u>AGSM 360 WILL be offered during Summer I 2018 ONLINE</u>