

# Course Outline Form: Winter 2018

## General Information

**Course Code:** EQN\*3500

**Course Title:** Equine Integrated Project

### **Course Description:**

This course facilitates education, communication and an exchange of ideas between students and equine businesses to enhance the development of the equine industry and its leaders. Student teams compile information on a real-life equine enterprise, including purpose, production, financial, marketing and business management data. Following an extensive evaluation of the enterprise, teams develop a comprehensive review and provide recommendations for improving or increasing the business productivity. Team members present recommendations to a panel of industry experts

**Credit Weight:** 1.00

**Academic Department (or campus):** ABSc

**Campus:** Guelph Campus

**Semester Offering:** Winter 2018

### **Class Schedule and Location:**

Lecture: Wednesday 8:30-10:20pm; ANNU110

## Instructor Information

Instructor Name: Katrina Merkies

Instructor Email: [kmerkies@uoguelph.ca](mailto:kmerkies@uoguelph.ca)

Instructor Phone and Extension: x54707

Office location and office hours: ABSc 249; by chance or appointment

## Course Content

### **Specific Learning Outcomes:**

1. Apply acquired knowledge and skills to real life situations
2. Connect theory with experience to see the relevance of academic learning to the real world
3. Exercise a fact-based approach that puts long-term planning ahead of short-term gains

4. Liaise with the equine community through meaningful service
5. Impact local issues and local needs
6. Foster input and exchange among students, faculty and the equine community
7. Be better prepared for careers in the equine industry
8. Source appropriate resources to enhance learning

**Lab Content:**

Face-to-face lab meetings will occur as necessary. Topics covered during lab time are dependent on the needs of the students and the projects. Students are expected to work independently in groups and with the business owner to achieve the learning objectives.

DATE	ACTIVITIES
Jan 10	Course introduction and selection of student groups and projects
Jan 17	Code of conduct and confidentiality agreements Business contracts due January 19
Jan 24	Project meetings
Jan 31	Project outline due February 2
Feb 7	Project meetings
Feb 14	Group meeting #1; progress report #1 due February 12
Feb 21	Reading week – no classes
Feb 28	Group meeting #2; progress report #2 due February 26
Mar 7	Project meetings
Mar 14	Group meeting #3; progress report #3 due March 12
Mar 21	Project meetings
Mar 28	Project presentations (to be uploaded to Courselink by March 26)
Apr 4	Project presentations

**Course Assignments and Tests:**

Students choose one of the potential projects based on their interest. Students work in groups together with the business owner to develop a project plan, milestones and deliverables.

Assignment or Test	Due Date	Contribution to Final Mark (%)	Learning Outcomes Assessed
Signed contract with business owner	January 19	5%	1,2,4-8
Project outline	February 2	15%	1-8
Project management	Progress report #1 – Feb 12 Progress report #2 – Feb 26 Progress report #3 – Mar 12	15%	1-8
Final project	March 26	40%	1-8
Presentation	March 28 or April 4	10%	1-7
Group and self-assessment	April 7	15%	1,2,6,7

### **Additional Notes (if required):**

**Final examination date and time:** no final exam

**Final exam weighting:** 0%

### **Course Resources**

**Required Texts:** None

**Recommended Texts:** None

**Lab Manual:** None

#### **Other Resources:**

All course material is available on Courselink. Notes and texts from preceding courses in this degree program will be extremely helpful as these courses are intended to provide background information and skills to complete this course.

**Field Trips:** NA

**Additional Costs:** None

### **Course Policies**

#### **Grading Policies:**

The assignment of grades is based on the clearly defined standards published in the Undergraduate Calendar as follows:

- **80 - 100 (A) Excellent.** An outstanding performance in which the student demonstrates a superior grasp of the subject matter, and an ability to go beyond the given material in a critical and constructive manner. The student demonstrates a high degree of creative and/or logical thinking, a superior ability to organize, to analyze, and to integrate ideas, and a thorough familiarity with the appropriate literature and techniques.
- **70 - 79 (B) Good.** A more than adequate performance in which the student demonstrates a thorough grasp of the subject matter, and an ability to organize and examine the material in a critical and constructive manner. The student demonstrates a good understanding of the relevant issues and a familiarity with the appropriate literature and techniques.
- **60 - 69 (C) Acceptable.** An adequate performance in which the student demonstrates a generally adequate grasp of the subject matter and a moderate ability to examine the material in a critical and constructive manner. The student displays an adequate understanding of the relevant issues, and a general familiarity with the appropriate literature and techniques.
- **50 - 59 (D) Minimally Acceptable.** A barely adequate performance in which the student demonstrates a familiarity with the subject matter, but whose attempts to examine the material in a critical and constructive manner are only partially successful. The student displays some

understanding of the relevant issues, and some familiarity with the appropriate literature and techniques.

- **0 - 49 (F) Fail.** An inadequate performance

Evaluation criteria used gives a measure quality of performance and not merely activity, including consideration of the student's ability to use correctly and effectively the language appropriate to the assignment. Assignments must be submitted electronically via Courselink unless otherwise noted. Due dates and times are explicitly stated in the assignment information. Assignments are graded by rubrics, which are available on Courselink.

In this course, your instructor will be using Turnitin, integrated with the CourseLink Dropbox tool, to detect possible plagiarism, unauthorized collaboration or copying as part of the ongoing efforts to maintain academic integrity at the University of Guelph. All submitted assignments will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site. A major benefit of using Turnitin is that students will be able to educate and empower themselves in preventing academic misconduct. In this course, you may screen your own assignments through Turnitin as many times as you wish before the due date. You will be able to see and print reports that show you exactly where you have properly and improperly referenced the outside sources and materials in your assignment.

All tests, assignments, reports, etc., will be returned to, or discussed with students, without undue delay and in any case before the last day of the examination period.

**Missed Assessments & Classes:** Alternate assessments will be offered only to students with documented medical, psychological, or compassionate reasons for missing a scheduled assessment [see Academic Consideration]. It is the student's responsibility to obtain notes/ learning materials from a missed class. Late assignments without the aforementioned documentation will be accepted with a penalty of 20% per day, up to a maximum of three days late. Assignments submitted later than 3 days will not be accepted and will result in a zero grade.

### **Course Policy on Group Work:**

Assignments are expected to be individual work unless otherwise noted, and are graded as such. However, this course contains a large proportion of group work. All group members will receive the same grade for group work assignments unless otherwise approved by the Instructor. Any problems associated with group work should be brought to the attention of the instructor as soon as possible.

### **Course Policy regarding use of electronic devices and recording of lectures:**

Electronic recording of classes is expressly forbidden without consent of the instructor. When recordings are permitted they are solely for the use of the authorized student and may not be reproduced, or transmitted to others, without the express written consent of the instructor.

## **University Policies**

### **Academic Consideration:**

The University of Guelph is committed to supporting students in their learning experiences and responding to their individual needs and is aware that a variety of situations or events beyond

the student's control may affect academic performance. Support is provided to accommodate academic needs in the face of personal difficulties or unforeseen events in the form of Academic Consideration.

Information on regulations and procedures for Academic Consideration, Appeals and Petitions, including categories, grounds, timelines and appeals can be found in [Section VIII \(Undergraduate Degree Regulations and Procedures\) of the Undergraduate Calendar](#).

### **Academic Misconduct:**

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community, faculty, staff, and students to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring.

University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection. Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

Detailed information regarding the Academic Misconduct policy is available in [Section VIII \(Undergraduate Degree Regulations and Procedures\) of the Undergraduate Calendar](#).

### **Accessibility:**

The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community's shared commitment to an open and supportive learning environment. Students requiring service or accommodation, whether due to an identified, ongoing disability or a short-term disability should contact the Student Accessibility Services (SAS), formerly Centre for Students with Disabilities (CSD), as soon as possible.

For more information, contact SAS at 519-824-4120 ext. 56208 or email [sas@uoguelph.ca](mailto:sas@uoguelph.ca) or visit the [Student Accessibility Services website \(http://www.uoguelph.ca/csd/\)](http://www.uoguelph.ca/csd/).

### **Course Evaluation Information:**

End of semester course and instructor evaluations provide students the opportunity to have their comments and opinions used as an important component in the Faculty Tenure and Promotion process, and as valuable feedback to help instructors enhance the quality of their teaching effectiveness and course delivery.

While many course evaluations are conducted in class others are now conducted online. Please refer to the [Course and Instructor Evaluation Website](#) for more information.

### **Drop period:**

The drop period for single semester courses starts at the beginning of the add period and extends to the Fortieth (40th) class day of the current semester (the last date to drop a single semester courses without academic penalty) which is listed in [Section III \(Schedule of Dates\) of the Undergraduate Calendar](#).

The drop period for two semester courses starts at the beginning of the add period in the first semester and extends to the last day of the add period in the second semester.

Information about Dropping Courses can be found in [Section VIII \(Undergraduate Degree Regulations and Procedures\) of the Undergraduate Calendar](#).

### **Additional Course Information**

All course information, grades and assignments are available on Courselink. This course requires a significant amount of time input outside of classroom hours. Lab hours are self-regulated to complete project requirements. Learning concepts will occur in practical application of acquired knowledge through planning, organizing and executing the project. Appropriate and professional attire and conduct is expected when interacting with industry professionals. Any expenses incurred through the project design must be approved by the course instructor prior to purchase.