

**ABUS 425
COOPERATIVES SEMINAR**

(3 credits)

5:00p.m. – 7:50p.m.Thursday, Plumas 303
Spring 2011

Instructor: Marnie Dalton
Office: Plumas 108
Telephone: 530-898-4908 (office); cell (530) 228-1269
Office Hours: Tuesdays 4:30-5 p.m.; Thursdays 4:30 p.m. to 5:00 p.m. or by appointment
E-mail: mdalton@propacificfresh.com or mdalton@csuchico.edu

Catalog Description: Cooperative principles and philosophy. Types and importance of cooperative activity in the U.S. accounting for cooperative activity. **Prerequisites: ABUS 101, ABUS 311, Senior Standing.**

Course Overview: The purpose of this course is to expose students to the uniqueness of the cooperative business structure and for them to gain knowledge and understanding of cooperatives' role in agriculture. California cooperatives will be an emphasis in the course.

Course Objectives: Upon completion of this course students will be able to:

1. Provide a historical background on cooperative development and the economic justification for the cooperative business structure.
2. Compare and contrast the different business and financial management techniques between cooperatives and other business organization structures.
3. Explain the process of organizing and developing new cooperatives as well as making necessary adjustments for existing cooperatives.

Recommended Text: **Cooperatives In Agriculture**
David W. Cobia
ISBN-10: 0131724614
ISBN-13: 9780131724617
Publisher: Prentice Hall
Published: 11/15/1988, Copy Righted 1989

Materials and articles will be provided throughout the course.

Grading: Evaluation of a student's performance will be based upon two unit exams and a final exam, homework assignments, a group cooperative project (4 components, plus a presentation) and a field trip report. **No extra credit or bonus assignments will be assigned or allowed. No make-up exams are allowed.** Point distributions will be as follows:

Grading:

	Grade Breakdown:	A = 93-100%	C = 73-76
(2) Mid-terms at 25% Each	= 50%	A- = 90-92	C- = 70-72
Field Trip Report	= 10%	B+= 87-89	D+= 66-69
Project Report/Presentation	= 20%	B = 83-86	D = 60-65
Final Exam	= 15%	B- = 80-82	Other = <60
Class Participation/Homework	= 5%	C+= 77-79	
Total	100%		

NOTE: The instructor reserves the right to add, remove or alter any of the evaluation materials (exams, homeworks, etc.) in this class depending on circumstances. Any changes will be discussed and presented during class meetings. However, no material that has been completed and graded will be discarded for overall grading purposes.

Please feel free to discuss your grade on an exam or assignment with the instructor at anytime, **except during class time, before or after is fine**. If you have a concern about a grade on an assignment, exam, etc. it will not be discussed during class for two reasons: 1-it takes time away from the class, and 2-it bothers other students who do not care about your individual situation. Occasionally a scoring mistake will be made-- professors are human, too. If you feel that you deserve more credit than you received, please submit in writing while feel you deserve more credit and include back up resources. **This policy will be very strictly adhered too**. I may not change my mind, but I will carefully consider any thoughts and concerns you may have. Students will have **one week** from the time a paper, exam, etc. is returned to the class to discuss their grade on that activity. Also, due to university policy regarding privacy issues, I am unable to post scores in a public manner. If you are unsure of your current grade in the class contact me personally (phone, e-mail, office visit, etc.). Please contact me at anytime regarding your course grade. When discussing a grade prior to the posting of the final course grades, I will present it in terms of *generalities*. This is because the instructor does not know what the final grade will be until the final scores have been determined and are posted. Students should not think they have a "guaranteed" grade, based on a generalization.

Some of the grading on **all** assignments and exams will be dependent upon clarity and style. **Neatness, legibility, spelling, and proper grammar** are important components of written communication. **Answers and assignments that are difficult to read and/or follow will be graded as incorrect**. If I cannot read or understand the answer, then I cannot tell if it is correct.

In order to receive full credit, all assignments must be turned in at the beginning of class on their due date, I will not accept any assignments after the due date. If you are not present in class you may email them to me early and you have until the end of class on the due date to turn them in.. This policy will be strictly adhered to.

Exams:The mid-term exams will be non-comprehensive. **There are no make-up Exams**. The structure of the exams is likely to be a combination of short answer and essay questions, but they can be of any format. Material from lectures, field trips, handouts, readings, discussions, videos, guest lecturers, etc. will be fair game for an exam. **Basically anything that goes on in the classroom or is assigned (this includes the readings) has the potential to show up on an exam.** **ALL** exams must be taken to receive a passing grade in the course. See the accompanying list below for tentative exam dates:

EXAM 1:	Thursday, February 17, 2011
EXAM 2:	Thursday, April 7, 2011
Final EXAM:	Thursday May 19, 2011

Again, there are no make-up exams. This policy will be strictly adhered to. I am very accommodating before the fact, very unaccommodating after the fact. Ignorance to the date, time, and place of an exam is not a viable excuse.

Coop Assn: Early in the semester, the class will be broken into 4-6 groups (number of groups depends on overall class size). The teams will be chosen randomly. If you get paired up with someone you cannot stand, tough; it happens in the real world as well. The purpose of this group project is to develop and propose your own cooperative. The cooperative can be of any type (financial, agricultural supply, housing, parking, etc.). There are five components to this group assignment. They are listed below:

ASSIGNMENT

1. Identification and justification
2. Articles of Incorporation, bylaws and the operating principles and procedures
3. Prospectus and business plan
4. Team member contribution
5. Presentation to Lending Company

DUE DATE

March 3, 2011
 April 7, 2011
 April 28, 2011
 May 12, 2011
 May 12, 2011

The first four components are worth 50 points each, while the group presentation is worth 100 points. **Except for component four, each team member will receive the same grade for each assignment.** Details on each component will be handed out in plenty of time before the due date.

Field Trip: This course has a required 2-day field trip tentatively scheduled for **Thursday, April 14, 2011** and **Friday, April 15, 2011**.

The field trip is an integral part of the course and must be attended, it is mandatory. The course is not separated into two parts - meaning a student cannot take just the lecture part of the class for a reduced number of academic units and not do the field experience.

There is a report associated with the field trip as well. The report and the trip are not optional. Failure to participate in the trip or turn in a report will result in failure in the course. The report generally runs about 6-8 pages and it is due **Thursday, May 5, 2011**.

The field trip is a university sponsored activity and is considered an extension of the classroom. Thus, the University's student conduct policies are in tact for the duration of the field trip. Students will be required to sign documents indicating their willingness to participate on the field trip. If you do not wish to follow these guidelines, you will not be allowed to participate in the trip. You are representing California State University, Chico, the College of Agriculture, the instructor and ABUS 425 with your conduct and deportment during the field trip. Be responsible. Failure to act appropriately will result in failure on the assignment (reflected in your field trip report points) and possible failure in the course or even expulsion from the university. Let's make sure none of that happens.

Necessarily, this course does have a fee associated with it, and the fee must be promptly paid. The fee for Chico State students and will be used to pay for field trip transportation. This amount is to be paid to the University, following standard procedures. If the fee creates a financial hardship, please see me immediately. Students are expected to pay for personal lodging and meals during the trip (this is in addition to the course fee for transportation).

All due dates and time for assignments are tentative and subject to change depending on circumstances. The dates for the exams will not be changed except by very extenuating circumstances. Students are encouraged to work together on any out-of-classroom assignment, but independent representation of your work is necessary to receive credit. Work on in-class assignments (exams and quizzes) are to be completely independent.

Attendance: All students are expected to attend class and behave in a professional manner. Disruptive behavior will not be tolerated and will be subject to University policy (see *Schedule of Courses*). **Be considerate of your fellow students and limit behavior such as excessive talking, etc. Cell phones, beepers, etc. are prohibited during class** and visitors/guests need to be approved. Unless you are volunteer firefighter or your wife is pregnant, the phone call can wait until the end of class. Following the policy of the College of Agriculture, the instructor has no problem with taking points off your final grade for disruptive behavior.

Attendance is required and absences will count against you, 10 points will be deducted for each absence. You are all adults who can make your own decisions. Classes will not be dismissed the days before or after school vacations and holidays. Students are

expected to be present and prepared before the lecture. Regular attendance is important to achieve a deeper understanding of the material. You are encouraged to ask questions at any time and expect to be called upon to answer questions

You are responsible for any material or class announcements missed from classes due to absences. You have a variety of ways to contact me if you are going to miss a class (phone, office, e-mail).

Integrity:

Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for the respect of others' academic endeavors. Students who violate these standards (e.g., cheating and plagiarism) must be confronted and must accept the consequences of their actions. The university's policies on academic dishonesty will be strictly enforced. It is the student's responsibility to know and understand the CSUC Academic Honesty Policy. The university's policy is provided in their catalog as well as via its web site. Ignorance of university policies and to what constitutes academic dishonesty are not acceptable excuses in this matter. If there is evidence that the student has been involved in any form of academic dishonesty, they will receive an "F" grade for the course, be locked from WebCT, and a report will be provided to Student Judicial Affairs for further action.

Religious Accommodation: Students will receive reasonable accommodation of religious beliefs and significant personal problems with regards to scheduling of examinations and other course requirements.

Disabilities: Students will receive the accommodations needed to ensure equal access to educational opportunities, programs and activities in the most integrated setting appropriate. Students with concerns are required to consult the instructor and university as soon as possible. If you have a disability that requires special accommodations, you must contact a counselor at Disability Support Services, Building E, Room 107 (530) 898-5959.

Tentative Reading Schedule for ABUS 425 – Spring 2011

Per	Date	Topic	
1	01-27	Introduction: Requirements, Expectations, Group Project. What is a Cooperative?	Syllabus
2	02-03	Principles, Legal Forms, and Public Policy Structure and Scope of Cooperatives	Homework #1 Due
3	02-10	Historical Development Economic Justification	
4	02-17	Student Cooperative Project: Starting a Cooperative UNIT EXAM 1	
5	02-24	Cooperatives Legal Environment Cooperatives and Antitrust	Homework #2 Due
6	03-03	Managerial Skills, Functions and Participants Directors and Managers	Identification and Justification of Student Cooperative Due
7	03-10	Student Cooperative Project: Starting a Cooperative and the Articles of Incorporation, By-Laws, and Operating Principles	
	03-14 to 03-18	Spring Break	
8	03-24	Understanding and Measuring Cooperative Returns	Homework #3 Due
9	03-31	Caesar Chavez Day, No Class	
10	04-7	Creating and Distributing Returns & Managing Capital Structure UNIT EXAM 2	Articles of Incorporation, By-Laws, and Operating Principles of Student Cooperative Due
11	04-14 to 04-15	Tentative Schedule for mandatory Field Trip	
12	04-21	Student Cooperative Project: Prospectus and Business Plan UNIT EXAM 2	Homework #4 Due
13	04-28	Taxation	Prospectus and Business Plan of Student Cooperative Due
14	05-05	Marketing Strategies	Field Trip Report Due
15	05-12	Student Cooperative Proposal	Homework #5 & 30 Minute Proposals
16	05-19	FINAL EXAM - FINAL WEEKS	