



University of Puerto Rico  
Mayagüez Campus  
College of Agricultural Sciences  
Department of Agricultural and Biosystems Engineering  
Agricultural and Environmental Systems



## OFFICIAL SYLLABUS

### 1. General Information:

Alpha-numeric codification: SAGA 4990  
Course Title: Supervised Professional Occupational Experience for Coop Students  
Number of Credits: 3 to 6 credits  
Contact Period:

### 2. Course Description:

**English:** Practical experience in Mechanical Technology in Agriculture in cooperation with the private sector or government. To be jointly supervised by the academic department, the coop program coordinator, and an official from the cooperating entity. Written reports will be required upon completion of each work period.

**Spanish:** Experiencia práctica en Tecnología Mecánico Agrícola en cooperación con el sector privado o el gobierno. Supervisada conjuntamente por el departamento académico, el coordinador del plan cooperativo y un oficial de la entidad cooperadora. Se requerirán informes escritos durante cada periodo de trabajo.

### 3. Prerequisites/Corequisites:

Prerequisites: Consent of the Director of the Department  
Corequisites:

### 4. Course Objectives:

At the end of the course the students will be able to:

- know the organizational structure of the employer
- obtain an interesting practical work experience.
- apply knowledge and skills gathered during course work at the University.
- set personal work goals within the employer organization.
- develop own action plan towards the achievement of set goals.
- improve oral and written communication skills.
- prepare a portfolio from acquired job experiences.
- obtain a greater awareness of the impact of technology on agricultural systems and/or the food industry.

**5. Instructional Strategies:**

- conference     discussion     computation     laboratory  
 seminar with formal presentation     seminar without formal presentation     workshop  
 art workshop     practice     trip     thesis     special problems  
 tutoring     research     others, please specify:

**6. Minimum or Required Resources Available:**

All students are expected to work with an agriculture related employer in consultation with supervising professor or academic advisor.

**7. Course time frame and thematic outline:**

Conference Outline	Contact Hours
a.	
b.	
c.	
<b>Total hours:</b>	<b>0</b>

**8. Grading System:**

- Quantifiable (letters)     Not Quantifiable

Standard curve: 90 to 100 A; 80 < 90 B; 70 < 80 C; 60 < 70 D; < 60 F

**9. Evaluation Strategies:**

	Quantity	Percent
<input type="checkbox"/> Exams		
<input type="checkbox"/> Final Exam		
<input type="checkbox"/> Oral Reports		
<input checked="" type="checkbox"/> Written Reports		50
<input type="checkbox"/> Monographies		
<input checked="" type="checkbox"/> Professor Evaluation		25
<input checked="" type="checkbox"/> Supervisor Evaluation		25
<input type="checkbox"/> Journals		
<input type="checkbox"/> Other, specify:		
<b>TOTAL:</b>		<b>100%</b>

## **10. Bibliography**

None

## **11. According to Law 51:**

Law 51: The Comprehensive Educational Services Act for People with disabilities states that after identifying with the instructor and the institution, the student with disabilities will receive reasonable accommodation in their courses and evaluations. For more information contact the Department of Counseling and Psychological services at the Office of the Dean of Students (Office DE 21) or call 787-265-3864 or 787-832-4040 x 3772, 2040 and 3864.

## **12. Academic Integrity:**

The University of Puerto Rico promotes the highest standards of academic and scientific integrity. Article 6.2 of the UPR Students General Bylaws (Board of Trustees Certification 13, 2009-2010) states that academic dishonesty includes, but is not limited to: fraudulent actions; obtaining grades or academic degrees by false or fraudulent simulations; copying the whole or part of the academic work of another person; plagiarizing totally or partially the work of another person; copying all or part of another person answers to the questions of an oral or written exam by taking or getting someone else to take the exam on his/her behalf; as well as enabling and facilitating another person to perform the aforementioned behavior. Any of these behaviors will be subject to disciplinary action in accordance with the disciplinary procedure laid down in the UPR Students General Bylaws.—

## **13. Policy Against Discrimination Based on Sex, Sexual Orientation, and Gender Identity:**

The University of Puerto Rico prohibits discrimination based on sex, sexual orientation, and gender identity in any of its forms, including that of sexual harassment. According to the Institutional Policy Against Sexual Harassment at the University of Puerto Rico, Certification Num. 130, 2014-2015 from the Board of Governors, any student subjected to acts constituting sexual harassment, may turn to the Office of the Student Ombudsperson, the Office of the Dean of Students, and/or the Coordinator of the Office of Compliance with Title IX for an orientation and/or formal complaint.

## **14. Sexual Harassment: Certification 130-2014-2015 states:**

Sexual harassment in the workplace and in the study environment is an illegal and discriminatory act and is against the best interests of the University of Puerto Rico. All persons who understand they have been subject to acts of sexual harassment at the University of Puerto Rico may file a complaint and request that the institution investigate, where necessary, and assume the corresponding action by the university authorities. If the complainant is a student, he or she must refer his or her complaint to the Office of the Student Ombudsperson or that of the Dean of Students.

**15. Certification 06-43 of the Academic Senate states, "The academic guidelines for offering online courses," defines:**

Traditional face-to-face courses are those that have less than 25% of the course's regular contact hours via the Internet. Therefore, a three-credit course will be considered "face to face" if, of the 45 hours of regular contact, 11 or less are taught via the Internet. According to certification 16-43 of the Academic Senate, a course may include up to 25% of its total contact hours via the Internet. The objective of this is so that all professors have this alternative in the case of any unscheduled eventuality.