HANDBOOK OF GRADUATE PROGRAM POLICIES

Department of Agricultural Economics and Agribusiness

Academic Year 2017-2018
University of Arkansas
Fayetteville, Arkansas

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OF
GRADUATE PROGRAM
POLICIES

Department of
Agricultural Economics
and
Agribusiness

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A LETTER FROM THE GRADUATE PROGRAM COORDINATOR

Dear Graduate Students,

Congratulations on your acceptance into the Graduate School at the University of Arkansas and welcome to the Department of Agricultural Economics and Agribusiness (AEAB)! We are excited that you have chosen to further your studies with us.

The purpose of this *Handbook* is to provide you with the information you will need to understand the requirements, resources for support, and procedures in the Department of Agricultural Economics and Agribusiness for obtaining the Master of Science degree. Please read the *Handbook carefully* and become familiar with its contents.

This *Handbook* is not the only source of information about graduate programs at the University of Arkansas, Fayetteville. The Graduate School publishes the *Graduate School Catalog* annually. The *Catalog* provides additional information about graduate programs on this campus. It also lists all courses that have been approved for graduate credit as well as the requirements of all campus graduate programs. Finally, the Graduate School electronically publishes its own handbook called the *Graduate School Handbook*. It can be accessed at: http://graduate-and-international.uark.edu/_resources/forms/graduate-handbook.pdf

The *Graduate School Handbook* publishes detailed information on the policies and procedures governing graduate student studies and degree requirements for all graduate students. Neither the *Graduate School Catalog* nor the *Graduate Student Handbook* is meant to be read in its entirety by an AEAB graduate student. Those two publications are meant to be used as references for specific questions not covered in this, the AEAB *Handbook*.

Please note, all websites were confirmed current as of July, 2017. Please let the secretary of the Graduate Committee know if any of the website addresses change.

We look forward to your participation in one of our graduate concentrations. While we have strong expectations of you (please see Appendices A and B) please remember your graduate program faculty and support staff are here to assist along the way. We hope you will find this a very rewarding experience!

Sincerely,

Daniel Rainey

Dr. Daniel Rainey
Associate Professor and 2017-18 Graduate Program Coordinator

EXPECTATIONS OF GRADUATE STUDENTS

As one of our graduate students, you may be a participant in the traditional thesis program, traditional non-thesis program, Atlantis thesis program or International Agribusiness non-thesis program. We would like the opportunity now to go over some expectations of all graduate students, and special expectations that may be associated with a particular program.

In AEAB we expect our graduate students to be:

Academically Focused

As an undergraduate you were exposed to a variety of courses covering the arts, sciences, humanities, business and potential many other disciplines. In graduate school, your academic efforts will be much more focused on your chosen discipline (Agricultural Economics). Most graduate students will pursue smaller semester course loads than those at the undergraduate level. However, greater effort (in terms of class attendance, participation, and out-of-class study) will be required than at the undergraduate level. Faculty will facilitate the art of learning, but students should not expect to be spoon-fed. Students are expected to take charge of their academic experience, and you are expected to come to class prepared.

Intellectually Curious

Graduate study, across all disciplines, places great importance on independent learning. Therefore, our graduate students will be expected to pursue opportunities for learning outside of the classroom. These opportunities will include: 1) attendance at some Department/University seminars; 2) development of research papers (associated with classes or special projects); 3) presentation of your own or faculty research at department/university and professional association meetings, among other things. Through these additional efforts you will enhance your communication abilities and demonstrate your analytical and critical thinking skills to those in attendance. These are important skills to develop and refine as you begin and continue through your professional career.

Engaged in the AEAB Community

Intellectual and personal growth can arise from many sources. Students will be expected to collaborate (as deemed appropriate by faculty) with one another in and out of the classroom on graduate program projects. Additionally, all graduate students will be invited to participate in social gatherings throughout the year both on and off campus. Building relationships with fellow students and faculty can prove to be rewarding both personally and professionally.

In Charge of Degree Progress

All students will be assigned to an academic advisor and thesis students will be assigned a thesis supervisor for the duration of their program, although these assignments can change. *However, final responsibility for the completion of the degree lies in your hands.* Students are expected to read and follow the guidelines provided in the AEAB *Handbook*. Furthermore, students are expected to be proactive in the selection of their courses and the completion of thesis topics. Students should remain in close contact with their advisors/thesis mentors to ensure sufficient academic progress is being made towards the degree. Students should also remain in close contact with the graduate secretary to ensure all departmental and university paperwork is completed in a

timely manner. Finally, all students should feel free to speak with the graduate program coordinator about any concerns (academic or otherwise) that arise about the degree program.

These expectations are discussed during the AEAB Graduate Orientation program where students will have the opportunity to ask questions and attest to their understanding of these expectations by signing the form found in Appendix A. Additional expectations exist for graduate assistants and are found in Appendix B.

Welcome to graduate school! The next year or two will be different from your undergraduate studies. You will be challenged, in and out of the classroom. There may be times when you feel in over your head. But most of you will survive and thrive. You will be pleasantly surprised by the skills you master and the professional interests you develop. You will make some lifelong friends among your peers and the faculty. You will leave with a great sense of accomplishment and prepared for your next challenge.

HANDBOOK OF GRADUATE PROGRAM POLICIES
INTRODUCTION

The Department of Agricultural Economics and Agribusiness at the Fayetteville Campus of the University of Arkansas offers graduate programs of study leading to the Master of Science (M.S.) degree in Agricultural Economics. Advanced study in Agricultural Economics and Agricultural Business provides students with state of the art knowledge of theory, methods and application in the field. The student becomes better prepared for positions in the dynamic environment of contemporary agribusiness and production agriculture.

Graduate study in Agricultural Economics provides broad, but coordinated, training in either thesis or non-thesis concentrations of study. Such study affords opportunities for bringing together technical information from subject-matter areas both within and outside agriculture for deriving useful recommendations for decision-making at all levels of agribusiness.

Students receive personal attention and guidance in developing and carrying out their graduate program. These programs may be tailored for either a terminal Master's degree with a focus on agribusiness, or as a preparation for additional study leading to the Ph.D. degree.

Degree Programs:

- M.S. in Agricultural Economics (Thesis)
- M.S. in Agricultural Economics (Agribusiness, Non-thesis)
- Double M.S. degrees in Agricultural Economics from the University of Arkansas and International Master of Science in Rural Development from our European Consortium partners (Atlantis Double MS Degree)
- M.S. in Agricultural Economics (International Agribusiness, Non-thesis) which is a program where students study for one semester at Ghent University in Ghent, Belgium.
- Double Master of Law in Agricultural and Food Law (LL.M.) and Master of Science in Agricultural Economics, both from University of Arkansas. Double Juris Doctorate in Law and Master of Science in Agricultural Economics, both from University of Arkansas (pending review)

The <u>thesis concentration</u> is designed to provide students strong quantitative and analytical skills. These skills are required by many private businesses and public agencies as part of their research and development programs. Typically, the thesis program takes two years for the well-prepared student. The thesis concentration is also excellent preparation for additional study leading to the Ph.D. degree.

The non-thesis concentration aims to prepare students with advanced skills for advancement in the agribusiness sector. Students selecting the agribusiness focus receive excellent preparation for positions in business, including agribusiness and financial institutions, or as a manager of their own business. This agribusiness focus is designed to be completed in one calendar year for students with no deficiency courses.

The Atlantis Program provides the opportunity to earn two degrees: an MS in agricultural economics from the University of Arkansas and a joint MS in rural development from a partner consortium of six universities in the European Union (EU) which includes Ghent University (Belgium); Humboldt University of Berlin (Germany); Agrocampus Ouest Rennes (France); Slovak University of Agriculture in Nitra (Slovak Republic); University of Pisa (Italy); University of Cordoba (Spain). The Atlantis Program trains specialists with comparative knowledge on US, EU, and international agricultural economic and rural development policies. The program consists of five academic modules including four "semester-modules" and one "case study" module over two academic years: Modules 1 and 2 are two semesters of course work during the first year, followed by Module 3, a practical case study during the summer months. In the second year of the program, Module 4 is a third semester of course work targeted at the students research interests, followed by the writing of a master's thesis on a comparative US-EU study in the final semester (Module 5). Students study abroad for up to one year with U.S. students studying at two EU consortium universities and EU students studying at the University of Arkansas.

The international non-thesis agribusiness focus is also designed to be completed in one calendar year for students with no deficiency courses. Students spend one semester at UA-Fayetteville and one semester at Ghent University as part of the international agribusiness focus. The following summer is spent as an agribusiness intern or working on an agri-business special problem. This unique international exposure for students enhances their education and development, and is critical since the agricultural sector of national economies increasingly operates within an international environment. This is particularly true for Arkansas and the United States where an increasing percentage of agricultural production is destined for international markets.

The Department also has participated in a double M.S in Agricultural Economics and Masters in Agricultural and Food Law Program. This program is currently under review with the Law School and the Graduate School. The Department is also seeking approval for a new double degree program M.S. in Agricultural Economics and Juris Doctorate in Law. This program is pending approval from the Law School and Graduate School. Please consult the Graduate Program Coordinator for information on the status of these programs.

The prerequisites for these programs are found in Appendix C-1. The requirements of each of these concentrations can be found in Appendix C-2 through C-6.

Primary Areas of Faculty Research: Agribusiness, agricultural finance, agricultural marketing, agricultural outlook, agricultural policy, agricultural production, applied econometrics, cropping systems economics, economic development, environmental economics, farm management, financial management, food economics and policy, food marketing, futures markets, global marketing, industrial organization, integrated pest management, international development, international policy and trade, managerial economics, market infrastructure and development, natural resource economics and management, price risk management, product development, poultry economics, production economics, public finance, risk management.

ADMISSION POLICIES AND PROCEDURES

Graduate study meets a variety of needs, but the main objective of graduate study is the advancement and utilization of knowledge. One of the important prerequisites to graduate work is intellectual maturity. This enables the student to assume the initiative and responsibility necessary for the development of independent and objective thinking, and to comprehend more effectively basic issues and principles as they relate to the student's program of advanced study.

Admission to Graduate School and a Specific Program

Admission to graduate standing or graduate school does not admit a student to a specific graduate degree program. Therefore, in addition to satisfying the general admission requirements of the Graduate School, the applicant must satisfy the specific requirements and have the approval of the department in which he or she desires to pursue advanced study.

Regular Admission

A graduate from the University of Arkansas, or from an accredited college or university requiring substantially the same undergraduate program as is required at the University of Arkansas, may be admitted to graduate status if the student's grades are well above the average required for the bachelor's degree. In practice, this means a grade point average of 3.00[1] or above for all work recorded on the last 60 semester hours of undergraduate credit and having attained an acceptable score on the GRE. An applicant lacking the minimum grade-point requirements or not meeting GRE score expectations may be conditionally admitted as discussed in the Graduate Handbook in the sub-section titled "Classifications of Admission to Graduate Standing."

Admission to the M.S. program first requires that the student be admitted to the Graduate School at the University of Arkansas, Fayetteville. To gain admittance the student should write to the Graduate School Admissions Office, 340 North Campus Drive, Gearhart Hall 213, 1 University of Arkansas, Fayetteville, Arkansas 72701, or phone (1-866-234-3957) requesting application forms for admittance, or apply online: http://graduate-and-international.uark.edu/

Application materials sent to the Graduate School include

1) Payment of $40 ($50 for international applications) submitted on line with a credit card or with a check by mail
2) One full set of official transcripts from every institution attended
3) A set of official scores on the Graduate Record Exam (GRE). Information related to the University of Arkansas GRE code can be found at: http://graduate-recruitment.uark.edu/applying/degree-seeking.php.
4) Three letters of recommendation. These letters may be submitted through the Graduate School's on-line recommendation letter system or can be mailed in hard copy to the Department of Agricultural Economics and Agribusiness, Room 217 Agriculture Building, University of Arkansas, Fayetteville, AR 72701. The AGECMS Reference form can be found at: http://agribusiness.uark.edu/_resources/pdf/grad-reference-form.pdf

[1] A=4, B=3, C=2, D=1, F=0

5) If the student desires to be considered for a graduate assistantship, he or she must also request an application for assistantship or obtain them online through the Department website: http://graduate-recruitment.uark.edu/funding-degree/assistanships.php.

Students interested in a campus visit can visit these sites for more information: http://graduate-recruitment.uark.edu/campus-visit.php

The application process for international students varies slightly from those applying from within the US. For more information for international student applications please visit: http://international-admissions.uark.edu/index.php

Conditional Admission

If an applicant does not meet the above criteria for regular admission to the Graduate School, the applicant may be admitted, with the approval of the Graduate Program Committee (GPC) Chair and the Graduate Dean, on a 9 hour conditional admittance. To gain conditional admission the student must formulate a plan with the student's major academic advisor or the Graduate Program Coordinator regarding the courses to be taken in the first semester. To remove the conditional admission and achieve regular graduate school admission status, the student must earn a "B" (3.0) or better on the first 9 hours of graduate-level work taken for the degree program. If the student has deficiencies (lacks one of the prerequisite courses listed in Appendix C-1), the student must achieve a "B" (3.0) average in the deficiency courses as well as getting a 3.0 average on the first 9 hours of graduate-level work. Furthermore, the GPC Chair must file with the Graduate Dean a letter recommending that the student be given regular status and that the student be continued in that program of study leading to a graduate degree.

Admission of International Students

Applicants whose native language is not English must satisfy the English language proficiency requirement by presenting satisfactory scores on the Test of English as a Foreign Language (TOEFL, our institution code is 6866 and our department code is 0101), International English Language Testing System (IELTS) or Pearson Test of English Academic (PTE-A). The University defines a satisfactory score on TOEFL as 550 (paper- based)/213 (computer-based)/79 (internet-based) or above, 6.5 on the IELTS or above, or 58 on the PTE-A for admission and the test must have been taken within two years immediately preceding the requested semester of admission and be valid at the time of enrollment.[2] **No other measures of English proficiency are accepted by the University of Arkansas for the purpose of gaining admission**. Although a student may be admitted by meeting the overall English proficiency requirement, graduate students who are non-native speakers of English are required to submit an acceptable writing score. If a student does not have an acceptable writing score, he/she may be required to take English language and culture course(s) as deficiency courses. For more information see: http://international-admissions.uark.edu/graduate-studies/english-proficiency.php

[2] Atlantis students originating from European partner institutions may also satisfy the English proficiency requirement with proof of at least one year of university level study with instruction in English or successful completion of the intermediate academic English test at an accredited language center or proof of CFE – B2 level at an officially recognized language center at one of the European consortium universities.

An international student must meet the requirements for regular admission status[3] (see the section on Regular Admission). Further, all international students must be accepted into programs of study leading to a graduate degree. In addition, international students are required to submit satisfactory evidence of adequate financial support. International students requesting consideration for a graduate teaching assistantship must also submit satisfactory scores on the Test of Spoken English (TSE) or an alternative specified by the Graduate School. For more information for international students, consult the University of Arkansas International Admissions Office, Gearhart Hall 213, 340 North Campus Drive, 1 University of Arkansas, Fayetteville, Arkansas 72701. http://international-admissions.uark.edu/index.php or http://iao.uark.edu.

Departmental Admission Policy

Unconditional admission into the graduate program in Agricultural Economics and Agribusiness requires that the applicant gain admission to the Graduate School and have passed courses related to the proposed field of study with approximately a "B" average. An undergraduate degree in Agricultural Economics or Agribusiness is excellent preparation for graduate study in the respective fields. However, students with undergraduate degrees in other disciplines are often successful graduate students in agricultural economics or agribusiness. Therefore, in addition to the criteria set forth by the Graduate School for general admittance, the Department has specific course requirements as set forth in Appendix C-1 depending on the program of study in lieu of a specific undergraduate degree. Any student lacking these courses is required to take them, and such course work does count towards fulfilling the specific course requirements of the master's degree. Students must obtain approximately a “B” (3.0) average on deficiency courses so designated at the time of notification of admission to the program. In lieu of taking a course in an area where the student is deficient, the student may challenge the course by requesting the Chair of the Graduate Programs Committee to arrange an examination of their knowledge of the deficient area.

Important Admissions/Assistantship Deadlines

Students may or may not be interested in applying for assistantships for their graduate studies. For students (both domestic and international) wishing to be considered for graduate assistantships, application deadlines are as follows:

- Summer Enrollment – January 15
- Fall Enrollment – January 15
- Spring Enrollment – September 15th (of previous calendar year)

For students who do not wish to be considered for assistantships, applications should reach the Graduate Admission Office by the scheduled dates listed below.

For domestic applications:

- Summer Enrollment – April 15
- Fall Enrollment – July 15 (AEAB guideline)
- Spring Enrollment – December 1 (of previous calendar year)

For international applications; priority will be given to the applicants who meet the following application deadlines:

- Summer Enrollment – March 1

[3] Atlantis students originating from European partner institutions are not subject to the graduate application fee, or GRE requirement. See also special rules for English proficiency.

- Fall Enrollment – June 1
- Spring Enrollment – October 1 (of previous calendar year)

http://international-admissions.uark.edu/graduate-studies/application-deadlines.php

FINANCIAL SUPPORT

A limited number of graduate assistantships (GA) are available in the Department and are awarded on a competitive basis to qualified graduate students. Financial assistance in the form of part-time hourly employment may also be available to selected graduate students depending on the availability of funds. GAs may be supported by research funds (RA) and teaching funds (TA). Students receiving financial assistance supported by research funds accept a responsibility to participate in the research program of the Department by carrying out supervised research on their thesis project and/or on other research assigned by their thesis advisor and/or assistantship supervisor. GAs and hourly employment are normally awarded on a half-time basis and require that students devote themselves to their assigned efforts for 20 hours per week. GAs are normally not granted to students with a cumulative grade point average of less than 3.0 on a 4.0 scale for their undergraduate program. Moreover, such appointments are not normally made to students initially entering the program with more than 6 hours of deficiencies. A student receiving a GA supported by research funds (research assistantship (RA)) must enroll in the thesis concentration and write a thesis unless otherwise permitted by the Department Head.

Graduate assistantships (GA) for students participating in the domestic thesis and domestic non-thesis programs are appointed positions and are normally granted for up to one year (for non-thesis students) or two years (for thesis students). Graduate students who are awarded a half-time GA receive a monthly stipend for the duration of their appointment. GAs on half-time appointment are also granted waivers of in and out of-state tuition (if applicable) in addition to the stipend paid for the appointment. Thesis students may be awarded a tuition waiver of up to 37 credit hours. Non-thesis students may be awarded a tuition waiver of up to 31 credit hours. All other fees, (for example the health fee, activity fee and HPER recreational facility fee), must be paid by the student. Graduate assistants are also eligible for University sponsored health insurance (optional). Students that have a 50% assistantship (20 hrs. per week) are eligible to receive a 60% discount in the insurance premium. The application form is available at http://health.uark.edu/my-health/insurance.php.

Graduate assistantships may also be awarded to University of Arkansas based students participating in the Atlantis Program. Atlantis students can be on these graduate assistantships while in the US and in Europe. More details are available from the Atlantis Program Coordinator (note: departmental funding for Atlantis students is not guaranteed).

The forms needed to apply for financial assistance may be obtained by contacting the Department of Agricultural Economics and Agribusiness, University of Arkansas, AGRI 217, Fayetteville, Arkansas 72701 or via the internet at: http://graduate-and-international.uark.edu/_resources/forms/ga-application.pdf

As stated above under deadlines, applications for assistantships should be received in the Department by January 15 for fall semester enrollment; September 15 for spring semester enrollment; January 15 for summer semester enrollment. Students applying for assistantships should send application-for-admission materials to the Graduate School one month in advance of these deadlines. Please see: http://agribusiness.uark.edu/_resources/pdf/grad-reference-form.pdf. The graduate assistantship applications are not complete until three letters of reference are submitted to AEAB. The reference form is to be emailed or

mailed directly to the Department. Assistantships can only be granted to students already accepted into the Graduate School.

All graduate students on an assistantship must maintain a 3.0 grade point average on *all* graduate work attempted and display satisfactory progress in their research program or teaching duties in order to remain on appointment. Students hired on an hourly basis are reviewed periodically on the basis of their academic and work performance. Hourly financial assistance received by students is in return for work on departmental research projects or other assigned duties. Students who have received only hourly assistance may choose either the thesis or non-thesis concentrations.

Students may also seek other forms of financial assistance including:

- Benjamin Lever Fellowships: http://graduate-recruitment.uark.edu/funding-degree/fellowships.php#BFL
- Assistantships through other offices on campus. Please check the University employment website for any openings at: https://jobs.uark.edu/

GENERAL REQUIREMENTS FOR THE MASTER OF SCIENCE DEGREE

General requirements for the degree of Master of Science in Agricultural Economics are:

1. 31 semester hours including a thesis, or 31 semester hours without a thesis. Under the thesis concentration, 6 of the 31 hours are for thesis credit. The various course requirements for the thesis and non-thesis concentrations are in Appendix C-1.
2. A comprehensive oral examination for thesis students; a comprehensive written examination for non-thesis students.
3. A cumulative grade point average of 2.85 or better. GA recipients need to maintain a 3.0 grade point average.
4. Minimum residence of 24 weeks.
5. A grade of "D" or "F" in a course means that course does not count toward the 31 hour requirement, although the grade point does count in determining grade point average.
6. All graduate students are reviewed annually for satisfactory progress in April/May as discussed later in this document.

Program of Study

Under ordinary circumstances, enrollment in courses for the graduate programs, including undergraduate courses, is 9 to 13 hours for any one semester. Students on graduate research assistantships may not ordinarily enroll for more than 10 hours, nor fewer than 6 hours during a regular semester. However, a graduate research assistant may enroll for up to 13 hours with the approval of the Department Head. Students on graduate teaching assistantships may not ordinarily enroll for more than 13 hours, nor fewer than 6 hours during a regular semester. During the summer a student on a graduate assistantship may enroll for up to 9 hours as approved by his or her advisor and the Graduate Program Coordinator. More details can be found at: http://graduate-and-international.uark.edu/graduate/current-students/registration-enrollment/enrollment-guidelines.php.

Enrollment under normal circumstances for a student not on assistantship is limited to 18 hours for any one semester in the fall or spring, including undergraduate courses and courses audited. Registration above 15 hours must be approved by the Graduate Dean. For registration in the summer, the enrollment limit is 12 hours without approval by the Graduate Dean.

All students must attend and participate in AGEC 5011, Seminar during their first two semesters unless an exception is given by the Department Head. Students enroll in AGEC 5011, Seminar during their second semester.

To be admitted to candidacy for a degree, a student must have been unconditionally admitted to graduate standing, and must have been approved by the major professor (academic advisor) and the Dean of the Graduate School for his particular major. The minimum pre-requisite is 12 semester hours of graduate credit over and above any entrance deficiencies or conditions.

A student who writes a master's thesis must register for this work, and the total registration for thesis credit must be equivalent to at least six semester hours of course work.

A student may be dropped from further study in the Graduate School if at any time their performance is considered unsatisfactory. The typical indicator of unsatisfactory performance is a cumulative grade point average less than 2.85 for 15 or more graduate course hours after having been warned in a previous semester that their cumulative graduate GPA is below 2.85. Students who are placed on academic probation must immediately file with their major advisor and the graduate program coordinator a written plan to improve their performance such that they will be removed from probationary status in the next semester.

Residency Requirements

The candidate must be in residence a minimum of 24 weeks. A total of 12 weeks of residence or 12 semester hours of approved study may be accepted for residence credit from the University of Arkansas off-campus graduate Resident Centers. Acceptance of transferred credit does not reduce the minimum residence requirement of 24 weeks.

Transfer Credits

The University of Arkansas will permit students to transfer up to 6 hours of graduate credit from another recognized graduate school in the United States as part of their master's program,[4] provided that the grades on the courses are "B" or better and the subjects are acceptable to the Department. This does not, however, reduce the minimum requirement of 24 weeks' residence for the master's degree as set by State law. More information can be found here: http://graduate-and-international.uark.edu/_resources/forms/transfer-credit.pdf.

Comprehensive Examinations

As stated earlier in this section, the candidate must take a comprehensive written or oral examination. The oral examination, which is for thesis students only, is conducted by the major academic advisor and a committee approved by the Dean of the Graduate School.

All non-thesis students must pass a comprehensive, two hour written exam.

Students who enter the domestic non-thesis program as of Fall 2014 or later will follow these procedures.

- Students must answer four questions.

[4] An exception is the Atlantis Program where students are allowed to transfer a maximum of 15 hours of graduate credit earned during the Program from the European consortium universities.

- Part I consists of questions associated with the materials presented in AGEC 5103 and AGEC 5403. Students must answer both questions.
- Part II consists of three questions, each related to the marketing, finance/management and policy courses. Students must answer two questions, each from different areas. That is a student cannot choose two questions from one area. For example, a student cannot choose two policy questions, but instead he/she must choose a question from the policy area and one other area.

Students who enter the international agribusiness non-thesis concentration as of Fall 2014 or later will follow these procedures.

- Students must answer four questions
  - Part I consists of a question associated with the materials presented in AGEC 5403 Quantitative Methods of Agribusiness. Students must answer this question.
  - Part II consists of two questions, one each related to AGEC 5303 Agricultural Marketing Theory and AGEC 5413 Agribusiness Strategy. Students must answer one of these questions.
  - Part III consists of three questions each related to courses in the finance/management, policy and marketing or agribusiness strategy areas not answered in Part II. Students must answer two questions, each from different areas. That is a student cannot choose two questions from one area. For example, a student cannot choose two policy questions, but instead he/she must choose a question from policy and one from either finance/management, marketing or agribusiness strategy as long as the question was *not* answered in Part II.

The comprehensive exam is given after final exams at the end of the spring and fall semesters (in May and December) and in August (on demand). **Because the exam is offered at the end of each semester, and because it takes at least one week for it to be graded, the results of the exam are typically announced after the University deadline for completing all degree requirements. Therefore, a student who successfully completes the exam in any given semester should not expect to be awarded the M.S. degree until the following semester.** The possible grades are: (1) pass, (2) marginal pass and (3) fail. Students receiving a marginal pass may rewrite the marginal or failed areas on another examination that will be given three weeks after the original examination. Students who fail the exam will have to wait until the next regularly scheduled examination.

Grade Point Average

In order to receive a master's degree, a candidate must present a minimum cumulative grade-point average of 2.85[5] on all graduate courses required for the degree. Failing to earn such an average on the minimum number of hours, the student is permitted to present up to six additional hours of graduate credit in order to accumulate a grade-point average of 2.85. In the computation of grade point, all courses pursued at this institution for graduate credit that are part of the degree program (including any repeated courses) and the thesis (if offered) shall be considered. Students who repeat a course in an endeavor to raise their grade must count the repetition toward the maximum of six additional hours.[6]

[5] Individual departments may have higher grade standards

[6] The Graduate School also requires a minimum of 2.85 including thesis units if such units are taken and awarded a letter grade.

DEPARTMENTAL REQUIREMENTS AND PROCEDURES

Course Requirements

The course requirements for each of the four degree program concentrations are contained in Appendix C. Degree program check sheets associated with those concentrations are on the Departmental Graduate Program website under Forms and Documents. In order for a course to be counted as an elective or for satisfying a course requirement, it must be listed in the *Graduate School Catalog* or, if the course is not listed, complete the form "Request for Graduate Credit for 3000 or 4000 Level Course," which requires the written consent of the instructor and the student's academic advisor and Graduate School approval. A grade of "C" or higher must be earned for the course to count in the student's program. This written consent should be obtained before the class begins. The form can be downloaded at: http://graduate-and-international.uark.edu/_resources/forms/3000-4000-level.pdf. The graduate credit for 3000-level or 4000-level classes application form is available at http://graduate-and-international.uark.edu/_resources/forms/out-of-career-reg-grad.pdf. Students are discouraged from taking numerous 4000 level courses offered by the Department of Agricultural Economics and Agribusiness as electives. 4000 level courses (and some 3000 level courses as long as they comprise no more than 20 percent of the graded course work in the graduate degree program) from outside the Department that strengthen the student's field of expertise are acceptable, so long as they are listed in the *Graduate School Catalog*. **The Agricultural Economics and Agribusiness Department has a maximum limit of 9 credit hours taken for classes that are co-taught at the undergraduate and graduate level.** However, the student may not repeat a course that they have taken as an undergraduate and have it count toward the master's degree. This does not preclude the student from transferring graduate credit from other institutions for courses taken at such institutions while the student had graduate status (a maximum of 6 transfer credits can count toward your AGECMS degree).

Each semester, students are required to complete the Proposed Class Schedule form: http://agribusiness.uark.edu/_resources/pdf/Grad-Proposed-Class-Schedule-Mar2017.pdf (Available from the Agricultural Economics and Agribusiness' Graduate Program website) to gain approval by both the advisor and Graduate Committee Chair. Appendix C-7 and C-8 provide information about all available graduate credit courses in the department and the faculty who teach them, respectively. Any alteration of the above required courses or alterations to the Departmental requirements require a petition prepared by the student. See the section on Petitions.

Advisors and the Student's Examination Committee

Upon entering the program a student will be assigned a temporary academic advisor. If the student has an assistantship the advisor will direct both the work under the assistantship as well as serve as the academic advisor. After the first semester, students should identify a faculty member to serve as their permanent academic advisor. Usually this faculty member serves as both their thesis advisor and academic advisor. If the student is a graduate assistant in research, the thesis advisor will also direct the research to be done under the assistantship. In most instances this research will coincide with the research being performed for the thesis. If the student has a graduate assistantship and is teaching, then the thesis, academic or work (teaching) advisors need not necessarily be the same person.

It is possible for the academic and thesis advisor to be different persons but this is usually not the most efficient arrangement. It is to be emphasized that the temporary academic advisor is exactly that. There is absolutely no intention that students should make that person their permanent academic or thesis advisor. If the student

chooses to do so, that is fine, but the student is equally free to select any other faculty member as long as there is mutual agreement between the student and faculty member.

For the purposes of the final oral examination, the student and their academic advisor must select at least two other members of the faculty to serve on the student's examination (Masters) committee.[7] Once the additional two members consent to serve, the committee is submitted to the Department Head for approval. Upon approval the Department Head then recommends the committee to the Graduate School for approval and notifies the Graduate Program Committee (GPC) of his approval. All subsequent changes in the committee composition must be approved by the Graduate School. The Master's Committee form used by non-thesis students is discussed in Appendix D-1. http://graduate-and-international.uark.edu/_resources/forms/masters-committee.pdf The Master's Thesis Committee form used by thesis students is discussed in Appendix D-2. http://graduate-and-international.uark.edu/_resources/forms/masters-thesis-title.pdf.

A student should exercise care in selecting a committee. In general it is wise to select faculty members whose areas of expertise complement the other faculty members' areas of specialization in relation to the thesis topic or area of the student's disciplinary emphasis. Moreover, changing a committee once it is formed, or the student's advisor(s), requires the consent of the Department Head as well as the Graduate School. In general such changes are approved so long as they serve to enhance the expertise of the committee for a given area and/or acknowledge the efforts of faculty members' contribution to the student's program of study and research.

Timetable

All students, whether in the thesis or non-thesis concentrations, will be assigned a temporary academic advisor upon arrival in the department. The advisor will be responsible for assuring that funded students are involved in work for the department commensurate with their level of funding. All graduate students carrying a half-time course load or more (nine hours or more) must commit to a thesis concentration or non-thesis concentration by the beginning of the second regular semester of the master's program. A thesis topic should also be selected at this time if the student elects a thesis concentration. In practice, this means graduate students who enroll for the first time during the summer or at the beginning of the Fall semester are required to "commit" to either concentration by the beginning of the following Spring semester; graduate students who enroll for the first time at the beginning of the Spring semester need to "commit" by the beginning of the following Fall semester. Also, at the end of the first semester, the student must submit a list of those courses that will constitute his/her full course of study for the master's degree. The form naming the advisor is also used for listing the courses. This is the Graduate Program of Study Form. This course list is then evaluated by the GPC and approved or disapproved. Alterations may be made but must be approved by the advisor and GPC.

In those rare occasions where a change from thesis to non-thesis concentration is requested for a graduate research assistant after a commitment to the thesis concentration has been made, the Department Head, in consultation with the student and the thesis advisor, will determine a satisfactory work agreement for the balance of the student's program, but there is no guarantee that funding will continue.

All requirements for a master's degree must be satisfied within six consecutive calendar years from the date studies begin. A student does not need to be formally enrolled the semester of the thesis defense.

[7] If the academic and thesis advisors are different persons, the thesis advisor must be a member of the committee. Additionally, faculty members of the committee need not be solely from the Department of Agricultural Economics and Agribusiness.

Special Problem Courses

No more than six hours of graduate credit may be earned in special problem courses. Graduate students funded by the department may be permitted by their advisor and the GPC to take up to six hours of coursework beyond prescribed program requirements but within the 37 hour maximum. Courses that are taken as deficiencies count against the six hours. While the academic and thesis advisors may approve a student to visit (audit) any class, which the faculty members and the student feel is directly applicable to the research areas, *audit hours* should be considered equivalent with *credit hours* in applying the six hour limit.

Thesis Examination Committee

A thesis student, in consultation with his/her academic advisor, shall select the members of the Examination Committee. At this time the title of the thesis should also be selected. These selections should be completed at least one semester prior to the comprehensive oral examination. **The names of the Examination Committee members and thesis title must be submitted to the Department Head and to the Dean of the Graduate School for approval at least three months prior to the comprehensive oral**. Electronic copies of these forms can be found at http://graduate-and-international.uark.edu/_resources/forms/masters-thesis-title.pdf and the final form is available. http://graduate-and-international.uark.edu/_resources/forms/masters-committee.pdf Students who are following the thesis concentration should complete all of these forms (even though the committee members may be the same). As stated earlier, non-thesis concentration students need only complete the forms shown in Appendix D1, http://graduate-and-international.uark.edu/_resources/forms/masters-committee.pdf and the current GPC members, in addition to their Academic Advisor, shall be the examination committee. *A duplicate of these completed forms should be submitted to the Secretary for the Departmental Graduate Programs Committee* to be deposited in the student's file.

Thesis Problem Selection

Although work on the thesis is the student's responsibility, he/she can expect guidance from his/her thesis advisor in selecting a topic. Formulation of objectives and procedures and the writing of a formal project proposal are important parts of the student's training. It is recommended that a project proposal be developed by the student under the direction of his/her thesis advisor and submitted to the thesis examination committee for approval prior to execution of the study.

Format for Reporting Thesis Research

There are two methods for reporting thesis research. One method is a formal document which outlines the nature of the original research undertaken, methodology utilized, literature consulted, results obtained, and their implications. Use the format from the *American Journal of Agricultural Economics* when submitting a formal thesis document. http://www.oxfordjournals.org/our_journals/ajae/for_authors/guide.pdf. An alternative is to write the thesis in a form more readily suitable for submission to a refereed academic journal. In writing the publication-oriented thesis, the student should have a particular publication outlet in mind and write the thesis so that preparation of the thesis for a publication can be done expeditiously.

In addition, the reporting of the thesis research should not be considered complete until the student has produced:

- a manuscript summarizing either the major findings of the study or some aspect of the study such that the manuscript would be suitable for publication in an Arkansas Agricultural Experiment Station outlet, or

- a manuscript worthy of submission for presentation to a regional or national group of scholars at academic meetings. For example, the annual meetings of the Agricultural and Applied Economics Association or Southern Agricultural Economics Association would be acceptable scholarly meetings.

The thesis advisor shall determine when such a manuscript is satisfactory.

It is imperative that all thesis students follow formatting guidelines set by the graduate school. The most recent guidelines require proof of permission to use copyrighted material and suggest review of all materials through plagiarism software. Failure to meet all Graduate School guidelines can delay completion of thesis requirements. Questions regarding these procedures should be directed to the Graduate School or the Graduate Program secretary. http://graduate-and-international.uark.edu/_resources/forms/thesis-dissertation-guide.pdf

Thesis Title

The title of the thesis must be filed in the Graduate School Office at least three months prior to the date of the comprehensive examination as indicated above in the section on the Examination Committee.

Thesis Development

Preliminary Copies

When the thesis advisor believes that the thesis is in a form suitable for defense, copies shall be circulated to all members of the candidate's examination committee. *A cover letter or e-mail from the advisor will designate this copy as the official reader's copy and will state the time and location of the final oral exam*. Copies of this letter must be simultaneously sent to the Chair of the GPC and Department Head. No committee member will be expected to accept the readers' copy of the thesis later than *three weeks* prior to the scheduled examination date unless agreed upon by all committee members. Also, this committee must receive the thesis at least *three* weeks before the degree is to be conferred. The thesis must be submitted for approval to the thesis committee consisting of a minimum of three faculty members who have been approved by the Dean of the Graduate School. This committee must receive the thesis in time for the student to defend the thesis and submit it to the Graduate School at least two weeks before the degree is to be conferred.

http://graduate-and-international.uark.edu/_resources/forms/thesis-dissertation-guide.pdf

Final Copies

When the thesis is approved by the committee one unbound copy (or electronic copy) with the appropriate forms must be submitted to the Graduate School at least **TWO (2) WEEKS before the degree is conferred.** http://graduate-and-international.uark.edu/graduate/current-students/commencement-graduation.php.

Master's Examination

The master's comprehensive examination must be scheduled at least **ONE (1) WEEK BEFORE GRADUATION**

It is expected that major suggestions of committee members will be incorporated into the thesis, subsequent to the examination. *Nonetheless, it is the responsibility of the student and the thesis advisor to see that the readers' copies are in acceptable final form prior to distribution to the examination committee*. The student's examination committee will decide on the acceptability of the completed thesis with regard to content and style after guidelines and requirements by the Graduate School have been met.

The final oral examination should be scheduled at least one month prior to any planned departure from the campus. This allows the student to have an opportunity to incorporate any final comments from the examination committee into the thesis and to submit the final copy of the thesis to the Graduate School for review. Information on completing your degree is found at: http://graduate-and-international.uark.edu/graduate/current-students/commencement-graduation.php.

Examination

For students selecting the thesis concentration, an oral examination will be administered by the candidate's examination committee after the thesis is deemed suitable for defense by the thesis advisor and all course requirements are fulfilled. The examination shall deal primarily with the student's thesis. However, any topic covered in the student's course of study is appropriate for the examination.

At the time of the oral examination it is the duty of the academic advisor to verify that the candidate has satisfied all the course requirements for the M.S. degree. In addition, the thesis advisor or committee chair shall bring the candidate's departmental file containing grade reports, undergraduate transcripts, and letters of admission to the oral. This file shall be circulated among the members of the examination committee. At the end of the oral, a vote is taken by the examination committee.

The committee can reach three verdicts: pass, recess, and fail. A pass can be conditional on the student making suggested changes in the thesis that will be verified by the thesis advisor and/or the examination committee. The recess verdict requires the student to revise the thesis and/or review and study relevant material for a continuation of the examination at a later date. The fail verdict means that the student is dismissed from the program immediately and not awarded a degree. A verdict is determined by a simple majority. In the event of a tie, the recommendation of the thesis advisor shall be the verdict. In the event of no majority or a tie, the Head shall meet with the examination committee and then determine either a verdict or an alternative course of action such as reconstitution of the committee and a consequent reexamination of the candidate. *The academic advisor is responsible for reporting the decision of the committee to the Graduate School.*

Completion of Thesis

It is the responsibility of the student and the thesis advisor to assure that suggestions arising from the oral examination be satisfactorily resolved. Once the thesis advisor is satisfied with the thesis, the advisor will sign the Record of Progress. Completed forms including the 1) Approval Sheet for Master's Thesis in the Guide to Theses 2) the Thesis/Dissertation Submission Form (available for downloading at http://graduate-and-international.uark.edu/_resources/forms/thesis-dissertation-submission.pdf) 3) an Intellectual Property Disclosure *http://graduate-and-international.uark.edu/_resources/forms/intellectual-property-disclosure.pdf* and 4) an *Abstract* should accompany the thesis. This information is available in the "Guide for Preparing Theses and Dissertations" available for downloading at http://graduate-and-international.uark.edu/_resources/forms/thesis-dissertation-guide.pdf There is a $55 graduation application fee.[8] Master's theses will be submitted to UMI/ProQuest and there is a $55 fee for submission.[9] *Two copies of the thesis on 25% cotton bond in final, completed form shall also be given to the Graduate Secretary for deposit in the Department files*. Upon deposition in the Department files it is the duty of the student to transfer copies

[8] Fee amounts are subject to change, check Graduate School for latest fee. Atlantis students originating from European consortium universities are not required to pay this fee.

[9] This fee is only necessary if student copyright's the thesis. Otherwise, there is no charge.

of relevant computer files and documentation to the Head of Research Support. Finally, one pdf copy of the full thesis must be submitted to the Graduate Program Secretary for The Exit Check-off form to be signed.

ADDITIONAL INFORMATION FOR GRADUATE STUDENTS

Evaluation

Each graduate student's progress is reviewed at the end of each semester and at the end of the summer by his or her academic advisor. This review of progress on research as well as review of academic progress is an integral part of maintaining an effective graduate program. The academic advisor shall inform the Department Head of any serious problems. The Head may, at the Head's discretion, refer the matter to the GPC for advice. In addition, an annual review as prescribed by the Graduate School is performed each April/May. More information can be found at the following websites.

http://graduate-and-international.uark.edu/_resources/forms/grad-student-review.pdf

Absences

Graduate students on RA appointment are expected to work approximately 20 hours a week for the Department. Semester calendars and university holiday information is provided in Appendix E. Over the months of your appointment, most of this time will be spent on your research at the direction of your major professor. However, for periods of time, particularly during your first year, time devoted to your thesis may be minimal. During those times you will be expected to be available to assist faculty and staff with other tasks around the department. These tasks may include but are not limited to: 1) helping with special events, 2) proctoring tests, 3) conducting literature searches for faculty, 4) answering the phone in the main office, 5) making mail deliveries across campus, etc. Requests for assistance may be more frequent on school holidays or other times when classes are not in session. Please notify the Graduate Secretary and Department Office Manager of your availability during these times.

Access to Departmental Research Computer Laboratory

Graduate students may use the Departmental Computer Laboratory, AGRI 218A, during normal office hours throughout their studies. Graduate students may also request keys to the Department Computer Laboratory for evening and weekend use. Key cards can be obtained from the Departmental Office Manager (with prior permission from the Graduate Program Coordinator). Students can take these cards to the University Key Office to obtain the keys. **Please note, the University will withhold the final diploma until all keys have been returned to the key office.**

Assignment of Office Space

The Graduate Program Coordinator (GPC), assisted by the Departmental Office Manager (currently, Mrs. Tonya Foster), is responsible for the assignment of office space to graduate students. Funded assistantship students have first priority then seniority in the graduate program receives second priority in assignment of office space. Students interested in moving from their presently assigned space to a vacancy should contact the Chair of the GPC (Dr. Rainey). Furniture is not assigned to the graduate student, but to the space in which it is located. Space assignments will be announced at the start of Fall, Spring and Summer semesters by the Graduate Program Coordinator.

Graduate Lockers

There are 24 lockers located in room 303 of the Agricultural Annex. These lockers are for graduate students who do not have space in the graduate research assistants or graduate teaching assistants rooms. These lockers are available on a first come, first serve basis. Students interested in using a locker must contact the Departmental Office Manager (Mrs. Foster) for an assigned locker number. Students must provide their own locks for the lockers. All lockers must be emptied by the last day of each semester unless prior arrangements have been made with the Departmental Office Manager. More information will be distributed by the Office Manager and Graduate Program Coordinator each semester.

Secretarial Assistance

Secretaries in the Department will (on a time-available basis) type official letters and other materials **as requested by the major advisor** for funded graduate students. Other requests must be approved by the Graduate Program Coordinator or Department Head.

Travel

All requests for permission to travel will be initiated by the student's academic or thesis advisor and then given to the Accountant for submission. In submitting travel requests, students must use the office forms provided for this purpose. Requests for permission to travel on University funds should be turned in at least a month (earlier if possible) *prior* to the date travel is to begin. Travel reimbursement forms should be completed upon return from travel and given to the Accountant for typing. Any off-campus travel by a graduate student on official University/Department business must be approved by the Department Head. Your academic advisor will be able to download the needed forms for you to complete.

Petitioning

Invariably situations arise that are not explicitly covered by Departmental rules and regulations. Additionally, a student may request a variance to a given rule. To receive consideration for such requests, a student should prepare a petition stating his/her case. The student's academic advisor will indicate concurrence or non-concurrence on the petition. The petition is reviewed by the GPC and a recommendation by the GPC is made to the Head. The Head's decision is binding.

Orientation

The Department conducts an orientation meeting for new graduate students prior to the first full week of classes in the Fall and Spring semesters. The departmental orientation program acquaints the student with the many professional and social facets of graduate student life. Presentations are given by various department personnel. **All new graduate students are required to attend orientation.** One of the important features of the orientation meeting is that many of the questions that you will likely have as a first semester graduate student will be addressed. The Graduate School conducts an orientation the week before instruction begins in the fall and spring. **All new graduate students are also required to attend this event.**

The Head or Chair of the GPC welcomes new students to graduate studies at the University of Arkansas, followed by an overview of the graduate program. The Secretary for the GPC and/or Departmental Administrative Assistant discusses payroll, terms of employment, specific forms, office space and other pertinent issues pertaining to their relationship with the main office. There will also be a brief presentation regarding the use of the Computer Lab and facilities in the Department and the University. The representative of the Graduate Student Association (GSA) explains the function of the GSA and activities of the upcoming semester.

Registration

The university regulations regarding registration are found on the web at: http://registrar.uark.edu/registration/registration-instructions.php. You should consult with your academic advisor before registering for classes each semester. This faculty member will assist you in planning and completing your first registration. Also, a senior graduate student is assigned as a big brother/big sister for additional assistance.

The load for a graduate student holding a graduate assistantship is 6 hours (minimum) and 10 hours (maximum) per regular semester (teaching assistantships can take up to 13 hours) and 3-6 hours for summer school.

For semesters following your first registration you are encouraged to register during priority registration week (usually the first week of November for spring and first week of April for summer and fall terms). **If you are on assistantship, you must submit your total number of enrollment hours to the Secretary of the GPC so that a tuition waiver can be processed for you. The student still must pay the fees, but not the tuition.**

APPENDICES

The remainder of this handbook contains samples of course requirements, check sheets, faculty information, and important forms and calendars. ***All information is subject to change.*** Students are responsible to ensure they have the most current information available.

A-1 Expectations of Graduate Students

Welcome to graduate school! As one of our graduate students, you may be a participant in the traditional thesis program, traditional non-thesis program, Atlantis thesis program or International Agribusiness non-thesis program. We would like the opportunity now to go over some expectations of all graduate students, and special expectations that may be associated with a particular program.

In AEAB we expect our graduate students to be:

Academically Focused: As an undergraduate student, you were exposed to a variety of courses covering the arts, sciences, humanities and business disciplines. In graduate school, your academic efforts will be much more focused on your discipline of choice. Most graduate students will pursue smaller semester course loads than those at the undergraduate level. However, greater effort (in terms of class attendance, participation, and out-of-class study) will be required than at the undergraduate level. Faculty will facilitate the art of learning, but students should not expect to be spoon-fed. Students are expected to take charge of their academic experience, and you are expected to come to class prepared.

Intellectually Curious: Graduate study, across all disciplines, places great importance on independent learning. Therefore our graduate students will be expected to pursue opportunities for learning outside of the classroom. These opportunities will include: 1) attendance at some Department/University seminars in addition to those available for seminar credit; 2) development of research papers (associated with classes or special projects); 3) presentation of your own or faculty research at department/university and professional association meetings, among other things.

Engaged in the AEAB Community: Intellectual and personal growth can arise from many sources. Students will be expected to collaborate (as deemed appropriate by faculty) with one another in and out of the classroom on graduate program projects. Additionally, all graduate students will be invited to participate in social gatherings throughout the year both on and off campus. Building relationships with fellow students and faculty can prove to be rewarding both personally and professionally.

In Charge of Degree Progress: All students will be assigned to an academic advisor and thesis students will be assigned a thesis advisor for the duration of their program. Additionally, all students have access to the graduate program secretary and graduate program chair, who can provide clarity to “the rules” of graduate school and the AEAB program. All of these individuals are excellent resources as you make progress towards your M.S. degree. However, final responsibility for the completion of the degree lies in your hands. Students are expected to read and follow the guidelines provided in the AEAB Handbook. Furthermore, students are expected to be proactive in the selection of their courses and the completion of thesis topics. Students should remain in close contact with their advisors/thesis mentors to ensure sufficient academic progress is being made towards the degree. Students should also remain in close contact with the graduate program secretary to ensure all departmental and university paperwork is completed in a timely manner. Finally, all students should feel free to speak with the graduate program coordinator about any concerns (academic or otherwise) that arise about the degree program.

These expectations are discussed during the AEAB Graduate Orientation program where students will have the opportunity to ask questions and attest to their understanding of these expectations by signing this form.

The next year or two will be different from your undergraduate studies. You will be challenged, in and out of the classroom. There may be times when you feel in over your head. But most of you will survive and thrive. You will be pleasantly surprised by the skills you master and the professional interests you develop. You will make some lifelong friends among your peers and the faculty. You will leave with a great sense of accomplishment and prepared for your next challenge.

For further information, please contact:

Ms. Alicia Minden	Graduate Secretary	479-575-7726	aminden@uark.edu
Dr. Daniel Rainey	Graduate Program Chair	479-575-5584	rainey@uark.edu
Dr. Steve Halbrook	Department Head	479-575-2258	halbrook@uark.edu

Expectations of Graduate Students Signature Form

I have read, understood and agree to the policies put forth in this document by AEAB. Failure to comply with these rules can jeopardize completion of the MS in Agricultural Economics program.

_____	_____	_____
Student Printed Name	Student Signature	Date
_____	_____	_____
Graduate Coordinator Printed Name	Graduate Coordinator Signature	Date

B-1 Expectations for the Teaching Assistants

The Teaching Assistant (TA) is a twelve month position that begins approximately mid-August and runs through the following mid-August. During this time the TA is expected to work 20 hours per week for the Department. In return the TA will receive a monthly stipend and tuition for up to 31 hours in the non-thesis program.

The Department has set the following expectations for the TA

1. The TA must abide by Family Educational Rights and Privacy Act of 1974 (FERPA) policy and not discuss anything regarding student information to anyone who is not listed on the student's FERPA release form. This form is accessible through UAConnect. TAs generally cannot access this information directly so the TA can request FERPA information on a student from Mrs. Melinda Dunlap. Please obtain this information from Mrs. Dunlap before discussing a student's information and performance with anyone.
2. Communicate fully and often with your assigned instructor. At the beginning of the semester you should agree upon whether there is a need for the TA to:
    a. attend class, and if so, how often
    b. hold office hours, and if so, how many and when
    c. hold review sessions, and if so, how many and when
    d. proctor exams, and if so, when
    e. grade assignments, quizzes, projects, exams, and homework, and if so, how many and what is expected turn-around time for grades
    f. enter grades, and if so, how and how often
    g. lecture in absence of the Instructor, and if so, when
3. The TA must not grade in public areas. TAs are assigned space in AGNX 206 to facilitate grading and meeting with students. However, TAs can reserve the conference room or ask for another designated spot to grade while on campus. Room availability is limited so reservations should be made with Mrs. Dunlap or Ms. Minden well in advance. The TA is welcome to grade from home but this increases the risk of misplacing materials between campus and home.
4. The TA is expected to be available during the regularly scheduled course time, regardless of whether or not the Instructor has requested that you attend. **You may be called upon at last minute to fill in if an instructor is unavailable for class**.
5. The TA must receive permission from the Instructor and the Graduate Coordinator to travel during the semester. TAs are expected to meet Instructor deadlines so please plan well in advance and share with instructors.
6. The Department Head and/or Graduate Coordinator may assign special projects to a TA to help fulfill the mission of the Department. The TA is expected to complete these tasks during the designated time or make arrangements with Head/Coordinator to change the schedule.
7. The TA is expected to report any difficulties experienced in the job to the Department Head and/or Graduate Coordinator immediately so that actions can be taken to remedy the situation.
8. In the summer the TA will typically be placed on research duties. Please see the Expectations of Research Assistants for explanation of those duties.

The Department has set the following expectations for the Instructor

1. The Instructor should receive the email address for which you would like to use for your course materials (be careful of email accounts that are easily /often hacked if you are not using the email account assigned by the university (the preferred email account for academic issues). This email address should be used for all official correspondence between the TA, instructor and any student in the class.
2. The Instructor is expected to assist the TA with any FERPA question related to a student in the class. If the Instructor cannot answer the question, the TA should be immediately referred to the Dean's office at the request of the Instructor.
3. The Instructor should clearly communicate the expectations of the TA as related to:
    a. attending class, and if so, how often
    b. holding office hours, and if so, how many and when
    c. holding review sessions, and if so, how many and when
    d. proctoring exams, and if so, when
    e. grading assignments, quizzes, projects, exams, and homework, and if so, how many and what is expected turn-around time for grades
    f. entering grades, and if so, how and how often
    g. lecturing in absence of the Instructor, and if so, when
4. The Instructor should make available to the TA the materials to be graded in a timely manner. Instructor should provide answer keys as well as clear instructions on grading philosophy. Instructor should clearly state allowed time for grading each assignment (by next class, next week, etc.)
5. The Instructor is expected to give the TA as much advanced warning as possible if they will be needed in class (if they are not expected to be there daily).
6. The Instructor is expected to work with the TA as much as possible should the student need to be away from duties for a legitimate reason.
7. The Instructor may suggest additional assignments for the TAs that fall within the Teaching mission of the Department. These assignments must be approved by Department Head and/or Graduate Coordinator.
8. The Instructor is expected to report any difficulties experienced with the TA to the Department Head and/or Graduate Coordinator immediately so that actions can be taken to remedy the situation.

Expectations for the Teaching Assistant Positions Signature Form

I have read and understand all expectations for teaching assistants. Failure to abide by these expectations may result in loss of the graduate assistantship at any time.

_____	_____	_____
Student Printed Name	Student Signature	Date
_____	_____	_____
Graduate Coordinator Printed Name	Graduate Coordinator Signature	Date

B-2 Expectations for the Research Assistants

The Research Assistant Position is awarded to students pursuing the MS thesis program. During this time the RA is expected to work 20 hours per week for a major advisor AND the Department. In return the RA will receive a monthly stipend and tuition for the agreed number of credit hours.

The Department has set the following expectations for the RA

1. Communicate fully and often with your assigned work supervisors. At the beginning of the semester you should agree on:
   a. work hours for the RA
   b. physical location of RA during those office hours
   c. assigned tasks
   d. performance review criteria

Please note, it is not unusual for an RA to be asked to assist with some class duties, particularly in the first year of the RA's program.

2. Should the work supervisor fail to assign 20 hours of work each week, the Department may call upon the RA to assist with other tasks that help fulfill the mission of other faculty or the Department as a whole.
3. The RA must receive permission from the work supervisor to travel and/or take personal leave while on the RA. RAs are expected to meet work supervisor deadlines, so please plan well in advance and share with supervisor.
4. The RA is expected to report any difficulties experienced in the job to the Department Head and/or Graduate Coordinator immediately so that actions can be taken to remedy the situation.
5. An RA may be asked to perform teaching assistant duties. Please see the Expectations of Teaching Assistants for those guidelines.

Expectations for the Research Assistants Positions Signature Form

I have read and understand all expectations for research assistants. Failure to abide by these expectations may result in loss of the graduate assistantship at any time.

_____	_____	_____
Student Printed Name	Student Signature	Date
_____	_____	_____
Graduate Coordinator Printed Name	Graduate Coordinator Signature	Date

C-1 Pre-Requisites for the Master of Science Degree in Agricultural Economics

A number of pre-requisite courses may be assigned as deficiencies for applicants who have not had training in specified areas. Pre-requisites for the traditional thesis concentration are higher than those for the other concentrations (agribusiness, Atlantis, international agribusiness, double law) and reflect a more quantitative and theoretical emphasis. Pre-requisite courses for admission into the M.S. program in agricultural economics.

Pre-Requisites (Semester Hours) by Concentration [a]			
Domestic Thesis Concentration	**Domestic Non-Thesis Concentration**	**Atlantis Program Concentration**	**International Agribusiness Concentration**
College Algebra, 3hrs	College Algebra, 3hrs	College Algebra or above, 3 hrs	College Algebra, 3hrs
Survey of Calculus or above, 3 hrs	Survey of Calculus (preferred) or Finite Math, 3 hrs	Other Math, 3 hrs	Survey of Calculus (preferred) or Finite Math, 3 hrs
Statistics, 3 hrs	Statistics, 3 hrs	Statistics, 3 hrs	Statistics, 3 hrs
Intermediate Microeconomics, 3 hrs	Principles of Microeconomics, 3 hrs	Economic Principles, 3 hrs	Principles of Microeconomics, 3 hrs
Intermediate Macroeconomics, 3 hrs	Principles of Macroeconomics, 3 hrs	6 hrs of Ag Economics, Rural Development, Social Sciences, or Agriculture and Agribusiness-related courses	Principles of Macroeconomics, 3 hrs
Upper level Management, 3 hrs	Upper level Management, 3 hrs		Upper level Management, 3 hrs
Upper level Marketing, 3 hrs	Upper level Marketing, 3 hrs		Upper level Marketing, 3 hrs
	Accounting, 3 hrs		Accounting, 3 hrs

[a] Students participating in the double LLM or double JD program must follow the pre-requisites of the selected agricultural economics concentration

Note: "Upper level" and "intermediate" refers to junior and senior level classes. "Principles" courses are typically lower level (freshman, sophomore) courses. Applicants who are assessed these pre-requisite courses as deficiencies will be required to enroll in these courses early in their M.S. program. Deficiency courses typically lengthen the time to complete the M.S. degree and they do not count for graduate credit.

C-2 Thesis Concentration Requirements for the MS in Agricultural Economics

(1) **Thesis Concentration Core Courses**: 19 semester credit hours

3 hrs	AGEC 5103 Agricultural Microeconomics (fall)
3 hrs	AGEC 5403 Quantitative Methods for Agribusiness (fall)
3 hrs	AGEC 5613 Econometrics (spring)
3 hrs	AGEC 5623 Quantitative Food and Agricultural Policy Analysis (spring)
6 hrs	AGEC 600V Thesis
1 hr	AGEC 5011 Seminar

(2) **Thesis Concentration Elective Courses**: 12 semester credit hours

6 hrs	Other AGEC graduate courses
6 hrs	Any combination of courses for graduate credit, for example, AGEC, ECON, WCOB, or Bumpers College of Agricultural, Food, and Life Sciences (AFLS), deemed appropriate by the student's advisory committee

(3) **Thesis Concentration Total Hours**: 31

(4) **Thesis Concentration: Other Requirements**

19 hrs	Minimum credit hours in Agricultural Economics (AGEC)
9 hrs	Maximum dual-credit course (4000 level or 5000 level class taught concurrently with a 4000 level course) hours which may be taken for graduate credit. Certain 3000 level classes may also be used towards this 4000 level maximum.

C-3 Non-Thesis Concentration Requirements for the MS in Agricultural Economics

(1) **Non-Thesis Agribusiness Concentration Core Courses**: 19 semester credit hours

3 hrs AGEC 5103 Agricultural Microeconomics (fall)
3 hrs AGEC 5403 Quantitative Methods for Agribusiness (fall)
3 hrs Choose one marketing course from:
AGEC 4113/5113 Agricultural Prices and Forecasting (spring)
AGEC 4303/5203 Advanced Agricultural Marketing Management (spring)
AGEC 43735073 Basis Trading: Applied Price Risk Management (spring, summer)
AGEC 4383/5083 Basis Trading: case study (fall)
AGEC 5303 Agricultural Marketing Theory (fall)
AGEC 5413 Agribusiness Strategy (spring)
3 hrs Choose one finance/management course from:
AGEC 4143/5043 Agricultural Finance (fall)
AGEC 4313/5213 Agricultural Business Management (fall)
AGEC 4323/5123 Agribusiness Entrepreneurship (spring)
AGEC 4403/5053 Advanced Farm Business Management (irr)
AGEC 5143 Financial Management in Agriculture (fall)
6 hrs Choose two public sector/policy courses from:
AGEC 4163/5063 Agricultural and Rural Development (fall)
AGEC 4613/5233 Political Economy of Agriculture and Food (fall)
AGEC 4623/5223 International Agricultural Trade and Commercial Policy (spring)
AGEC 5133 Agricultural and Environmental Resource Economics (spring)
AGEC 5153 Economics of Public Policy (spring)AGEC 5603 Food Economics and Health (spring)
AGEC 5623 Quantitative Food and Agricultural Policy Analysis (spring)
1 hr AGEC 5011 Seminar

(2) **Non-Thesis Concentration Electives**: Choose 12 hours from

AGEC 503V Internship in Agricultural Economics (1-3 hours)
Graduate Courses in Agricultural Economics (AGEC)
Graduate Courses in the Walton College of Business (WCOB)
Other Graduate Courses at the UA, e.g., the Bumpers College of Agricultural, Food, and Life Sciences

(3) **Non-Thesis Concentration Total Hours**: 31

(4) **Non-Thesis Concentration: Other Requirements**

19 hrs Minimum credit hours in Agricultural Economics (AGEC)
9 hrs Maximum senior level (4000 level) credit hours which may be taken for graduate credit. Certain 3000 level classes may also be used towards this 4000 level maximum.

C-4 Atlantis Program Concentration Requirements for the MS in Agricultural Economics

Participation in this two-year program includes students originated at the University of Arkansas and students originated at a consortium of five universities in Europe (Ghent University, Ghent, Belgium; Humboldt University, Berlin, Germany; National Institute of Advanced Training and Research in Food and Agronomy (Agrocampus Ouest), Rennes, France; University of Pisa, Pisa, Italy; and the Slovak University of Agriculture, Nitra, Slovak Republic). The program includes five academic terms (four semesters and one summer). US students enroll for at least two terms at the University of Arkansas and for at least two terms at two universities in the European consortium. EU students enroll for at least two terms at two universities in the European consortium and at least two terms at the University of Arkansas. Study in both the US and EU includes three semesters of graduate coursework, completion of a case study during the summer, and one semester of joint thesis research supervised by US and EU faculty. All coursework is in English in both the US and EU. Class enrollment for all students remains at their home university. UA students earn credit for AGEC 502V Special Topics for courses taken at EU universities. Upon successful completion of the program, students receive an M.S. degree in agricultural economics from the University of Arkansas, and a joint M.S. degree in rural development from the consortium of EU universities.

(1) **Atlantis Program Core Requirements**: 16 hours in the following areas

3 hrs	Quantitative Analysis or Research Methods
3 hrs	Management or Marketing
3 hrs	Policy or Analysis of Public Sector Issues
6 hrs	AGEC 600V Thesis
1 hr	AGEC 5011 Seminar

(2) **Atlantis Program Controlled Electives**: Choose 15 hours from

Other graduate courses in Agricultural Economics
Other graduate courses approved by the student's advisory committee

(3) **Atlantis Program Total Hours**: 31

(4) **Atlantis Program: Other Requirements**

16 hrs	Minimum of 16 hours in Agricultural Economics
15 hrs	Maximum of 15 hours of transfer courses from an inventory of classes offered in the Atlantis consortium of EU universities to satisfy core requirements and/or controlled electives

C-5 International Agribusiness Concentration Requirements for the MS in Agricultural Economics

Participation includes a semester at the University of Arkansas and a semester at the Ghent University in Belgium. Summer may be spent completing an internship, special problem, or other coursework. Enrollment remains at the home institution. UA students earn credits in AGEC 502V Special Topics for courses taken at the Ghent University.

(1) **International Concentration Courses taken at University of Arkansas**: 16 semester credit hours

- 3 hrs AGEC 5403 Quantitative Methods for Agribusiness (fall)
- 3 hrs AGEC 5413 Agribusiness Strategy (spring)
- 3 hrs Choose one marketing course from:
  - AGEC 5303 Agricultural Marketing Theory (fall)
  - AGEC /5203 Advanced Agricultural Marketing Management (spring)
- 3 hrs Choose one finance/management course from:
  - AGEC 5143 Financial Management in Agriculture (fall)
  - AGEC 4143/5043 Agricultural Finance (fall)
  - AGEC 4313/5213 Agriculture Business Management (fall)
  - AGEC 4403/5053 Advanced Farm Business Management (irr)
- 3 hrs Choose one public sector/policy course from:
  - AGEC 5153 Economics of Public Policy (spring)
  - AGEC 4613/5233 Political Economy of Agriculture and Food (fall)
  - AGEC 4623/5223 International Agricultural Trade and Commercial Policy (spring)
  - AGEC 5133 Agricultural and Environmental Resource Economics (spring)
  - AGEC 5603 Food Economics and Health (spring)
  - AGEC 5623 Quantitative Food and Agricultural Policy Analysis (spring)
- 1 hr AGEC 5011 Seminar

(2) **International Concentration Courses taken at Ghent University, Belgium:** Equivalent of 12 semester hours (approximately four or five courses). All courses have the AGEC 502V course number. Please see check sheet for current list of available courses.

(3) **Non-Thesis International Concentration Electives:** Choose 3 hours from

- AGEC 503V Internship in Agricultural Economics (1-3 hours)
- Other graduate courses in Agricultural Economics (AGEC)
- Graduate courses in the Walton College of Business
- Other graduate courses

(4) **Non-Thesis International Concentration Total Hours**: 31

(5) **Non-Thesis International Concentration: Other Requirements**

- 16 hrs Minimum credit hours in Agricultural Economics (AGEC)
- 9 hrs Maximum senior level (4000 level) credit hours which may be taken for graduate credit. Certain 3000 level classes may also be used towards this 4000 level maximum.

C-6 Double MS/LLM or MS/JD Concentration Requirements for the MS in Agricultural Economics

Because of the close complementarities in the study of agricultural and food law and agricultural economics, the University of Arkansas offers a program whereby a student with a law degree (J.D. or L.L.B.) can obtain both an LL.M. in agricultural and food law and an M.S. in agricultural economics in fewer courses than if they were to take both programs separately. The double degree program is set up for students to take the LL.M. and the agribusiness non-thesis concentration in agricultural economics. (With proper petitioning in both the Agricultural and Food Law program and the Department of Agricultural Economics and Agribusiness, a student could select the thesis concentration but this must be arranged on an individual basis.)

The crux of the program is that four courses (12 semester credit hours) the student takes count for credit towards fulfilling the requirements of both programs. Thus a semester is saved instead of doing each program individually.

This double degree program is currently under review with both the Law School and the Graduate School. Please consult the AEAB Graduate Program Coordinator for its current status and availability.

Additionally, the Department of Agricultural Economics and Agribusiness and the Law School are seeking to establish a new double degree program for students pursuing an M.S. in Agricultural Economics and a J.D. in Law. Please consult the AEAB Graduate Program Coordinator for current status and availability.

C-7 Graduate Credit Courses in Agricultural Economics

AGEC 4113/5113 Agricultural Prices and Forecasting (Sp) B. Dixon
Price theory and techniques for predicting price behavior of general economy and price behavior of individual agricultural products will be analyzed. Provides practice in the application of economics and statistics to agricultural price analysis. Lecture 2 hours, laboratory 2 hours per week. Prerequisite: AGEC 1103 (or ECON 2023), AGEC 2403 (or introductory statistics), and MATH 2053.

AGEC 4143/5043 Agricultural Finance (Fa) B. Ahrendsen
Methods and procedures whereby agricultural firms acquire and utilize funds required for their successful operation. Emphasis is placed upon role of finance and financial planning and consideration is given to an understanding of financial firms serving agriculture. Prerequisites: (AGEC 2142 or AGEC 2143 or ACCT 2013 or WCOB 1023).

AGEC 4163/5063 Agricultural and Rural Development (Fa) L. Nalley
Examination of agricultural and rural development issues in less developed countries. Alternative agricultural production systems are compared, development theories examined, and consideration given to the planning and implementation of development programs. Prerequisite: AGEC 1103 (or ECON 2023).

AGEC 4303/5203 Advanced Agricultural Marketing Management (Sp) N. Kemper
Marketing concepts will be developed and applied to the global food and fiber system. The course will use both commodity and product marketing principles and economic theory to analyze varied marketing situations. Case studies will be used to demonstrate role that demand analysis and consumer behavior play in market management. Prerequisite: AGEC 2303 and AGEC 3303.

AGEC 4313/5213 Agricultural Business Management (Fa) M. Popp
The planning, organizing, leading and controlling functions of management as they relate to agricultural business firms. Marketing of value-added products, budgeting, organizational structure, cost control, financial statements, capital budgeting and employee supervision and motivation. Case studies are used to teach communication and decision-making skills. Prerequisite: AGEC 2143 or equivalent, AGEC 2303 or equivalent; senior standing recommended.

AGEC 4323/5123 AgriBusiness Entrepreneurship (Sp) D. Rainey
Agribusiness entrepreneurship is the process of bringing food or rural-based products and services from conceptualization to market. The course presents the opportunities, problems and constraints facing individuals and firms operating in rural or isolated markets while emphasizing the steps in conceptualization, development, marketing, and delivery-selling of agribusiness rural products. Prerequisite: AGEC 1103 or equivalent (or ECON 2023).

AGEC 4373/5073 Basis Trading: Advanced Price Risk Management (Sp, Su) K. Frazier (Online)
Use of futures markets as risk shifting institutions. Students design and implement hedging and cross hedging strategies for grain farmers, country elevators, soybean crushers, poultry firms, etc. Spreadsheets and statistical techniques are used to develop optimal hedging ratios. Prerequisite: AGEC 3373 or consent of instructor.

AGEC 4383/5083 Basis Trading: Case Study (Fa) A. McKenzie
This course provides an opportunity to apply principles learned in AGEC 4373 to grain merchandising using the case study approach. Prerequisite: AGEC 4373.

AGEC 4403/5053 Advanced Farm Business Management (Fa) M. Popp
Principles and procedures of decision making as applied to the allocation of resources in the farm business for profit maximization. Emphasis is placed on use of principles of economics and their application to the decision making process. Includes exercises on the application of principles to specific farm management problems. Prerequisites: AGEC 3403 and AGME 2903 or equivalent.

AGEC 4613/5233 Political Economy of Agriculture and Food (Fa) A. Durand Morat
Agricultural and food policies are studied from domestic and international perspectives. Laws, regulations, decisions and actions by governments and other institutions are examined in terms of rationale, content, and consequences. Economic and political frameworks are used to assess policies in terms competitive structure, operation, and performance of farming and food systems. Prerequisite: (AGEC 1103 or ECON 2023) and (AGEC 2103 or ECON 2013) and (PSYC 2003 or SOCI 2013 or RSOC 2603).

AGEC 4623/5223 International Agricultural Trade and Commercial Policy (Sp) J. Luckstead
Analysis of agricultural market competition and performance in a global economy. The impact of domestic and international agricultural policies on domestic and international markets and welfare. Economic principles applied to the interaction of economic events in the world food economy. Prerequisites: (AGEC 1103 or ECON 2023) and (AGEC 2103 or ECON 2013).

AGEC 500V Special Problems (Sp, Su & Fa) (1-3 hours) AEAB Faculty
Individual reading and investigation of a special problem in agricultural economics not available under regular courses, under the supervision of the graduate faculty. Prerequisite: graduate standing. Instructor consent required.

AGEC 5011 Seminar (Fa, Sp) S. Halbrook
Presentation and discussion of graduate student research. Formal presentations are made by all graduate students. Consideration given to research design, procedures, and presentation of results. Prerequisite: graduate standing.

AGEC 502V Special Topics (Irregular) (1-3 hours) AEAB Faculty
Advanced studies of selected topics in agricultural economics not available in other courses. Prerequisite: graduate standing. May be repeated for degree credit.

AGEC 503V Internship in Agricultural Economics (Sp, Su, Fa) (1-3 hours) D. Rainey
On-the-job application of skills developed in the M.S. program. Instructor consent required.

AGEC 5103 Agricultural Microeconomics (Fa) Q. Huang
Masters-level training in agricultural microeconomic theory and its application to food, agriculture and the environment. The course covers behavior of firms, households and markets, in more depth and rigor than encountered in undergraduate courses. Theories are explained and then applied to relevant food, agricultural, environment and resource issues. Prerequisites: Survey of calculus or equivalent; Graduate standing. Students are encouraged to take intermediate microeconomics in preparation for this course.

AGEC 5133 Agricultural and Environmental Resource Economics (Sp) K. Kovacs
An economic approach to problems of evaluating private and social benefits and costs of altering the environment. Emphasis is given to the interaction of individuals, institutions and technology in problems of establishing and maintaining acceptable levels of environmental quality. Prerequisite: Minimum of 3 hours Agricultural Economics or Economics at 3000 level or higher or PhD standing.

AGEC 5143 Financial Management in Agriculture (Fa) B. Ahrendsen
Covers advanced topics in agricultural finance. The general focus of the course is the financial management of firms. Covers the basic tools of financial analysis including financial arithmetic, asset evaluation under risk, and financial analysis and planning using econometric models. Such topics covered include management of current assets, capital budgeting, capital structure, and institutions involved in agricultural finance. Prerequisite: graduate standing.

AGEC 5153 The Economics of Public Policy (Sp) D. Rainey
This class will examine the impact of public policy on agricultural and other business sectors as well as households and individuals, particularly in rural areas. Emphasis will also be placed on analyzing the potential impact of future policy changes. The course will focus on the application of welfare criteria and economic analyses to the problems and policies affecting resource adjustments in agriculture and rural communities. Prerequisite: graduate standing.

AGEC 5303 Agricultural Marketing Theory (Fa) R. Nayga
Survey of the structure of agricultural product and factor markets including a critique of theoretical analyses of industry structure, conduct and performance; and a review of market structure research in agricultural industries. Prerequisite: graduate standing.

AGEC 5403 Quantitative Methods for Agribusiness (Fa) L. Nalley
Application of quantitative techniques used to support managerial decision-making and resource allocation in agricultural firms. Provides exposure to mathematical and statistical tools (regression analysis, mathematical programming, simulation) used in economic analysis in agriculture. Emphasis is placed on computer applications with conceptual linkage to economic theory. Prerequisite: graduate standing.

AGEC 5413 Agribusiness Strategy (Sp) M. Thomsen
Addresses problems of strategy formulation in agribusiness emphasizing current problems and cases in agriculture. Surveys modern and classic perspectives on strategy with applications to agribusiness. Examines the development of firm level strategies within the structure and competitive environment of agricultural firms and industries. Prerequisite: graduate standing.

AGEC 5603. Food Economics and Health (Sp). 3 Hours.
This course provides an advanced overview of selected topics in food economics, food and nutrition policy and the interface between nutrition programs and health policy. Students will develop an understanding of economic and policy concepts of food, nutrition, and health. The course emphasizes analytical tools that can be applied to study issues in food, nutrition, and health facing the US and world populations. Prerequisite:Graduate standing.

AGEC 5613 Econometrics (Sp) D. Fang
Use of economic theory and statistical methods to estimate economic models. The single equation model is examined emphasizing multicollinearity, autocorrelation, heteroskedasticity, binary variables and distributed lags and model specification. Same as ECON 5613. Prerequisite: MATH 2043 and knowledge of matrix methods, (which may be acquired as a corequisite), and (AGEC 1103 or ECON 2023) and (AGEC 2403 or AGST 4023 or STAT 2303 or WCOB 1033).

AGEC 5623 Quantitative Food and Agricultural Policy Analysis (Sp) J. Luckstead
Introduction to applied analysis of domestic and international food and agricultural policies using quantitative tools. This course will provide hands-on experience with simulation modeling in microeconomics. An emphasis is place on policy analysis through computer application with theoretical underpinnings. Prerequisite: (AGEC 5103 and 5403) or Instructor Consent.

AGEC 5713 Food Safety Law (Irr) (On-line)
This course provides students with an introduction to food law and policy, history of food regulation, the organization of federal food law and regulatory agencies, government inspection and enforcement powers, food safety standards, food labeling, food advertising and product liability.

AGEC 600V Master's Thesis (Sp, Su, Fa) (1-6 hours) AEAB Faculty
Prerequisite: graduate standing.

AGEC 700V Doctoral Dissertation (Sp, Su, Fa) (1-6 hours) AEAB Faculty, Prerequisite: candidacy.

C-8 Faculty, Staff and Instructors

Name (Degree, School)	Title Year Joined the Department	Area(s) of Specialization
Dr. Steve A. Halbrook (Ph.D. Iowa State; JD Drake)	Department Head 2008	Agricultural Law and Marketing
Dr. Bruce L. Ahrendsen (Ph.D., North Carolina State)	Professor 1990	Agricultural Finance; Production Economics
Dr. Bobby Coats (Ph.D. Mississippi State)	Professor 1982	Ag Policy analyst, Ag & Food Policy, Resource Development
Dr. Bruce L. Dixon (Ph.D., California–Davis)	Professor 1984	Applied Econometrics; Agricultural Finance
Dr. Alvaro Durand-Morat (Ph.D. University of Arkansas	Assistant Professor 2016	Grain Economics-rice, international trade; food policy
Dr. Di Fang (Ph.D. Arizona State)	Assistant Professor 2015	Behavioral and Consumer Economics; Food Marketing & Policy; Health Economics
Dr. H. L. Goodwin, Jr. (Ph.D., Oklahoma State)	Professor 1997	Market Infrastructure and Development; Product Development
Dr. Qiuqiong Huang (Ph.D., California–Davis)	Associate Professor 2013	Natural Resource Economics; Development Economics; Applied Econometrics;
Mr. Bradley Isbell M.S. Arkansas	Instructor 2017	Farm Management; Commodity Marketing;
Dr. Nathan Kemper (Ph.D., Arkansas)	Clinical Assistant Professor 2014	Marketing; Undergraduate Program Coordinator, Agri Bus Club & Academic Quiz Bowl Advisor
Dr. Kent Kovacs (Ph.D., California–Davis)	Assistant Professor 2012	Natural Resource and Environmental Economics
Dr. Jeffrey Luckstead (Ph.D., Washington State)	Assistant Professor 2013	Agricultural Trade; Industrial Organization; Econometrics
Dr. Andrew M. McKenzie (Ph.D., North Carolina State)	Professor 1998	Price Risk Management; Futures Markets
Dr. Wayne Miller (Ph.D., Wisconsin–Madison)	Extension Economist 1989	Economic Development; Natural Resources
Dr. Rodolfo Nayga, Jr. (Ph.D., Texas A&M)	Professor 2009 (Tyson Chair)	Econ Food Policy & Quality; Nutrition & Health Econ; Food & Nutrition Consumer Analysis; Consumer Behavior
Dr. L. Lanier Nalley (Ph.D., Kansas State)	Associate Professor 2008	International Ag Policy, Production Economics; International Development
Dr. Jennie S. Popp (Ph.D., Colorado State)	Professor 1998	Natural Resource Management; Agricultural Production; Sustainability Economics
Dr. Michael P. Popp (Ph.D., Colorado State)	Professor 1998	Risk Management, Agribusiness, Farm Management
Dr. Daniel V. Rainey (Ph.D., Purdue)	Associate Professor 1993	Public Finance; Economic Development
Dr. Ronald Rainey (Ph.D., Arkansas)	Professor 2000	Risk Management, Marketing, Agribusiness, Specialty Crops
Dr. Michael R. Thomsen (Ph.D., Minnesota)	Professor 1998	Agricultural Cooperatives; Managerial Economics; Food Policy; Agricultural Marketing
Dr. Eric J. Wailes (Ph.D., Michigan State)	Distinguished Professor 1980 (L.C. Carter Chair)	Grain Marketing – Rice and Soybeans; International Trade; Economic Outlook
Dr. K. Bradley Watkins (Ph.D., Oklahoma State	Associate Professor 2002	Cropping Systems Economics; Production Economics, Rice and Soybeans

D-1 Important Forms for All Non-Thesis and International Agricultural Business Program Students

Below is a list of forms that are required of all MS students throughout their Graduate program.

Forms Needed Every Semester

1. **Proposed Class Schedule** – This form should be completed during the advising session each semester. Upon completing the form, the student must obtain signatures from both their major advisor and the graduate program coordinator. The signed form must be given to the Graduate Program Secretary. This form can be downloaded before each advising session from the AEAB Departmental Website at http://agribusiness.uark.edu/_resources/pdf/grad-proposed-class-schedule-Mar2017.pdf.
2. **Program Checksheet** – The Graduate Secretary maintains a checksheet for each student based on the information provided on the proposed Class Schedule. The latest version of your checksheet will be emailed to you shortly before the advising session. Graduate students must notify the Graduate Secretary of any errors on these checksheets immediately. Blank checksheets are available for each program concentration on the AEAB website at http://agribusiness.uark.edu/graduates/checksheets-grads.php.
3. **Sequence of Formal Procedures** – This AEAB form is designed to assist graduate students in keeping abreast of all activities and paperwork required during their program. The form is distributed to students during orientation. Additional copies can be retrieved from the Graduate Program Secretary. http://agribusiness.uark.edu/_resources/pdf/sequence-of-formal-proc.pdf

One- Time Forms

1. **Master's Committee** – The Graduate School requires all students to have a program advisory committee. For NT and IAB students, this committee will consist of your academic advisor and two other faculty appointed by the AEAB Graduate Program Committee. Students must work with the Graduate Secretary to ensure this form is sent to the graduate school no later than the start of the student's second semester of study. The latest copy of this form may be downloaded from the Graduate School at http://graduate-and-international.uark.edu/_resources/forms/masters-committee.pdf
2. **Exit Interview Survey** – All graduate students will conduct exit interviews with the Department Head at the end of their programs. Students will receive an email with a link to on-line exit interview survey that must be completed before the exit interview takes place. **You will not be cleared for graduation until this is complete.**
3. **Career Form** – At the end of their last semester in the program, graduating students will receive an email from the Graduate Program Secretary that includes questions regarding career plans (job and continued graduate study) after graduation. This form needs to be returned electronically to the Graduate Program Secretary.
4. **Exit Checkoff** – All students must complete the AEAB Exit Checkoff form that certifies (with appropriate signatures) that the students have completed all required tasks before leaving campus. This completed form must be delivered to the Graduate Program Secretary before the Record of Progress can be submitted. Students will be informed when this form is available for pick-up from the Graduate Secretary during their last semester of study.
5. **Record of Progress** – The Graduate Program Secretary will prepare the Record of Progress form for students who have completed the Comprehensive Exam.

D-2 Important Forms for All Thesis and Atlantis Students

In addition to all the forms listed under D-1, Thesis students must also complete the following one-time Graduate School forms.

1. **Master's Thesis Committee** – In addition to their Thesis Chair, students must identify at least two additional committee members that meet all Graduate School and Program criteria. These members must also be approved by the Thesis Chair. For most thesis students, the thesis committee also serves as the program advisory committee. Graduate students must work with the Graduate Program Secretary to get this form completed no later than the end of the second semester of their program. Please download the latest form from http://graduate-and-international.uark.edu/_resources/forms/masters-committee.pdf
2. **Master's Thesis Title** - This form includes questions regarding both the thesis title and Research Committee Review requirements. Graduate students must work with the Graduate Program Secretary to get this form completed at least one semester prior to their proposed graduation date. Download the latest form from http://graduate-and-international.uark.edu/_resources/forms/masters-thesis-title.pdf
3. **Thesis Dissertation Submission Form** - Students must complete this form and submit it along with their thesis to the graduate School. The latest form can be downloaded from the Graduate School at http://graduate-and-international.uark.edu/_resources/forms/thesis-dissertation-submission.pdf
4. **Intellectual Property Disclosure** - Thesis students must also complete the Intellectual Property Disclosure Form and submit with the thesis to the graduate School. This form may be found on the Graduate School website at http://graduate-and-international.uark.edu/_resources/forms/intellectual-property-disclosure.pdf
5. **Exit Interview Survey** – All graduate students will conduct exit interviews with the Department Head at the end of their programs. Students will receive an email with a link to on-line exit interview survey that must be completed before the exit interview takes place. **You will not be cleared for graduation until this is complete.**
6. **Career Form** – At the end of their last semester in the program, graduating students will receive an email from the Graduate Program Secretary that includes questions regarding career plans (job and continued graduate study) after graduation. This form needs to be returned electronically to the Graduate Program Secretary.
7. **Exit Checkoff** – All students must complete the AEAB Exit Checkoff form that certifies (with appropriate signatures) that the students have completed all required tasks before leaving campus. This completed form must be delivered to the Graduate Program Secretary before the Record of Progress can be submitted. Students will be informed when this form is available for pick-up from the Graduate Secretary during their last semester of study.
8. **Record of Progress** – The Graduate Program Secretary will prepare the Record of Progress form for students who have completed the Oral Comprehensive Exam.
9. Atlantis students may be required to complete additional forms and should consult with the Atlantis Program Coordinator at the University of Arkansas and the Atlantis Secretariat at the University of Ghent.

E-1 Important Calendars 2017-2018

Students can find links to all university calendars at http://registrar.uark.edu/

Calendars of particular interest may include:

http://registrar.uark.edu/academic-dates/academic-semester-calendar/index.php

Final Examination Schedule – look for final exam schedule on the registrar's website http://registrar.uark.edu/registration/index.php.

Holiday Schedule –http://vcfa.uark.edu/policies/fayetteville/vcfa/4092.php