Course Syllabus

AVM 303-001 – Introduction to Aviation Management

FACULTY:

Steven Goetz
Transportation Education Center
Room 286E
(O) 618-453-9280
sgoetz@siu.edu
Office Hours: T 7:30-9, W 7:30-9 and 1-5, others by appointment

TIME AND LOCATION:

T 2:00 p.m. – 4:50 p.m.
TEC 180

COURSE DESCRIPTION:

Provide an overview of the aviation industry, available career paths, major challenges, key private and governmental agencies, and the skills and knowledge necessary to succeed within the industry.

COURSE PREREQUISITES:

None

REQUIRED MATERIALS:

Provided by course instructor

REFERENCES:


COURSE OBJECTIVES:

Upon completion of this course, a student will be able to:

1.) Understand the completion requirements of their chosen specialization within the Aviation Management program.

2.) Explain the key private and governmental groups that have influence within the aviation industry.

3.) Analyze the role of aviation as understood through economic and political influences.

4.) Identify various elements of aircraft design, airport operations and planning, and the national airspace system.

5.) Recognize and explain the influence of historical events on the modern aviation industry.
ATTENDANCE POLICY:

The material covered in this course sets a foundation for the remainder of your courses in your AVM program. Students are allowed one unexcused absence without penalty. Unexcused absences beyond the first will result in a 3% reduction in final course grade, for each occurrence.

COURSE FORMAT AND GRADING:

Grading scale is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Points Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100 %</td>
<td>(360+ points)</td>
</tr>
<tr>
<td>B</td>
<td>80-89.99</td>
<td>(320-359 points)</td>
</tr>
<tr>
<td>C</td>
<td>70-79.99</td>
<td>(280-319 points)</td>
</tr>
<tr>
<td>D</td>
<td>60-69.99</td>
<td>(240-279 points)</td>
</tr>
<tr>
<td>F</td>
<td>&lt;60</td>
<td>(&lt;239 points)</td>
</tr>
</tbody>
</table>

Grades will be based on tests and written assignments as listed below and attendance as explained above.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tests (2, 100 pts ea.)</td>
<td>200</td>
</tr>
<tr>
<td>Historical Significance Research Project</td>
<td>100</td>
</tr>
<tr>
<td>Career Goals Project</td>
<td>100</td>
</tr>
</tbody>
</table>

Total: 400 points

Tests will cover reading assignments, lecture notes, in-class activities, i.e. anything covered in class is fair game.

Assignments are due at the beginning of class. Late assignments will not be accepted.

Assignments:

Historical Significance Research Project:

Students will select an event, person, company, etc. from aviation history and present a well-researched argument as to why it is significant in aviation history. This could be an accident, person, company, technological development, historical first, or any other such topic of the student's choosing. Each topic must be approved by the course instructor. This research project will be a minimum of five pages in length, contain at least eight references appropriate to the topic, and be formatted in accordance with the guidelines provided by the instructor.

Career Goal Project

Students will explain what direction they see their careers taking in aviation, and how current and historical events are shaping their future career paths. This project will be a minimum of four pages, contain at least four references, and be formatted in accordance with the guidelines provided by the instructor.

CLASS SPECIFIC POLICIES:

Prior to the beginning of each class session, students will turn off the ring function on any cell phone or other personal electronic device (pager, etc.)

Office Hours: I have an open door policy. I will be here during my office hours, but I am here far more often than that. If my door is open, then I’m in my office and will be glad to meet with you.
ACADEMIC DISHONESTY POLICY:

Per the SIUC Student Conduct Code, academic dishonesty includes such prohibited acts as plagiarism, cheating, preparing someone else’s work for them that will be turned in under their name, falsifying or manufacturing scientific or educational data, providing false information regarding academic matters, and any act to conceal, aid, or attempt any of the above. Sanctions for acts of academic dishonesty include, but are not limited to, failure of an assignment, quiz, test, examination or paper; failure in a course; revocation of a degree; suspension; or expulsion from the university. You are required to do your own work in this class. Violations of the Student Conduct Code will be dealt with according to University policy. For more information, please refer to the SIUC Student Conduct Code, available at http://policies.siu.edu/documents/StudentConductCodeFINALMay32011.pdf

Disability Accommodation

If you think you need an accommodation for a disability, please let me know at your earliest convenience. Some aspects of this course, the assignments, the in-class activities, and the way the course is usually taught may be modified to facilitate your participation and progress. As soon as you make me aware of your needs, we can work with the Disability Support Services (DSS) to help us determine the appropriate academic accommodations. DSS (618-453-5738; http://disabilityservices.siu.edu) typically recommends accommodations through an Accommodations Agreement Form. Any information you provide is private and confidential and will be treated as such. If you need an accommodation for an exam, please let me know at least one class in advance so that the appropriate accommodations can be made.
<table>
<thead>
<tr>
<th>Date</th>
<th>Unit</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/19</td>
<td>Introduction, course, degree structure,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>and APA format</td>
<td></td>
</tr>
<tr>
<td>1/26</td>
<td>Industry overview</td>
<td></td>
</tr>
<tr>
<td>2/2</td>
<td>Aviation history</td>
<td></td>
</tr>
<tr>
<td>2/9</td>
<td>Aviation history</td>
<td></td>
</tr>
<tr>
<td>2/16</td>
<td>Aviation history, Aircraft design</td>
<td></td>
</tr>
<tr>
<td>2/23</td>
<td>Airports and Airspace</td>
<td></td>
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<tr>
<td>3/1</td>
<td>Politics of aviation; review for midterm</td>
<td></td>
</tr>
<tr>
<td>3/8</td>
<td>MIDTERM</td>
<td>Historical significance project due</td>
</tr>
<tr>
<td>3/15</td>
<td>NO CLASS: SPRING BREAK</td>
<td></td>
</tr>
<tr>
<td>3/22</td>
<td>Employment and Management</td>
<td></td>
</tr>
<tr>
<td>3/29</td>
<td>Characteristics of aviation employees</td>
<td></td>
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<tr>
<td>4/5</td>
<td>Careers in aviation: pilot</td>
<td></td>
</tr>
<tr>
<td>4/12</td>
<td>Careers in aviation: air traffic controller</td>
<td></td>
</tr>
<tr>
<td>4/19</td>
<td>Careers in aviation: maintenance</td>
<td></td>
</tr>
<tr>
<td>4/26</td>
<td>Careers in aviation: airport operations</td>
<td></td>
</tr>
<tr>
<td>5/3</td>
<td>Careers in aviation: other careers and</td>
<td>Career goal project due</td>
</tr>
<tr>
<td></td>
<td>challenges; review for final</td>
<td></td>
</tr>
<tr>
<td>5/10</td>
<td>FINAL: 2:45-4:45</td>
<td>Meet in TEC 180</td>
</tr>
</tbody>
</table>
IMPORTANT DATES *
Semester Class Begins: .................................01/19/2016
Last day to add a class (without instructor permission): ..........01/24/2016
Last day to withdraw completely and receive a 100% refund: ........01/31/2016
Last day to drop a course using SalukiNet: ..............................04/03/2016
Last day to file diploma application (for name to appear in Commencement program): .................................................................02/12/2016
Final examinations: .........................................................05/09-05/13/2016

Note: For outreach, internet, and short course drop/add dates, visit Registrar’s Academic webpage http://registrar.siu.edu/

SPRING SEMESTER HOLIDAYS
Martin Luther King, Jr.'s Birthday Holiday 01/18/2016
Spring Break 03/12—03/20/2016

WITHDRAWAL POLICY ~ Undergraduate only
Students who officially register for a session may not withdraw merely by the stopping of attendance. An official withdrawal form needs to be initiated by the student and processed by the University. For the proper procedures to follow when dropping courses and when withdrawing from the University, please visit http://registrar.siu.edu/catalog/undergraduatecatalog.html

INCOMPLETE POLICY ~ Undergraduate only
An INC is assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. An INC must be changed to a completed grade within one semester following the term in which the course was taken, or graduation, whichever occurs first. Should the student fail to complete the course within the time period designated, that is, by no later than the end of the semester following the term in which the course was taken, or graduation, whichever occurs first, the incomplete will be converted to a grade of F and the grade will be computed in the student's grade point average. For more information please visit:
http://registrar.siu.edu/grades/incomplete.html

REPEAT POLICY
An undergraduate student may, for the purpose of raising a grade, enroll in a course for credit no more than two times (two total enrollments) unless otherwise noted in the course description. For students receiving a letter grade of A,B,C,D, or F, the course repetition must occur at Southern Illinois University Carbondale. Only the most recent (last) grade will be calculated in the overall GPA and count toward hours earned. See full policy at http://registrar.siu.edu/catalog/undergraduatecatalog.html

GRADUATE POLICIES
Graduate policies often vary from Undergraduate policies. To view the applicable policies for graduate students, please visit http://gradschool.siu.edu/about-us/grad-catalog/index.html

DISABILITY POLICY
Disability Support Services provides the required academic and programmatic support services to students with permanent and temporary disabilities. DSS provides centralized coordination and referral services. To utilize DSS services, students must come to the DSS to open cases. The process involves interviews, reviews of student-supplied documentation, and completion of Disability Accommodation Agreements.
http://disabilityservices.siu.edu/

PLAGIARISM
Student Conduct Code  http://srr.siu.edu/student_conduct_code/

MORRIS LIBRARY HOURS
http://www.lib.siu.edu/about

SAFETY AWARENESS FACTS AND EDUCATION
Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here:  http://safe.siu.edu

SALUKI CARES
The purpose of Saluki Cares is to develop, facilitate and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students and their families, SIU will continue to display a culture of care and demonstrate to our students and their families that they are an important part of the community. For Information on Saluki Cares: (618) 453-5714, or siucares@siu.edu, http://salukicares.siu.edu/index.html

EMERGENCY PROCEDURES
Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. We ask that you become familiar with the SIU Emergency Response Plan and Building Emergency Response Team (BERT) programs. Emergency response information is available on posters in buildings on campus, available on BERT’s website at www.bert.siu.edu, Department of Safety’s website at www.dps.siu.edu (disaster drop down) and the Emergency Response Guideline pamphlet. Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency.

INCLUSIVE EXCELLENCE
SIU contains people from all walks of life, from many different cultures and subcultures, and representing all strata of society, nationalities, ethnicities, lifestyles, and affiliations. Learning from and working with people who differ is an important part of education as well as an essential preparation for any career. For more information please visit: http://www.inclusivexcellence.siu.edu/

LEARNING AND SUPPORT SERVICES
Help is within reach. Learning support services offers free tutoring on campus and math labs. To find more information please visit the Center for Learning and Support Services website:
Tutoring :  http://tutoring.siu.edu/
Math Labs  http://math.siu.edu/courses/course-help.php

WRITING CENTER
The Writing Center offers free tutoring services to all SIU students and faculty. To find a Center or Schedule an appointment please visit http://write.siu.edu/

AFFIRMATIVE ACTION & EQUAL OPPORTUNITY
Our office's main focus is to ensure that the university complies with federal and state equity policies and handles reporting and investigating of discrimination cases. For more information visit: http://diversity.siu.edu/

Additional Resources Available:
SALUKINET:  https://salukinet.siu.edu/cp/home/displaylogin
ADVICESEN:  http://advisement.siu.edu/
PROVOST & VICE CHANCELLOR:  http://pvca.siu.edu/
SIU ONLINE:  http://online.siu.edu/

Spring 2016 R.O'Rourke
VERIFICATION OF INFORMATION:

I certify that I have received a copy of the AVM303 – Introduction to Aviation Management. I have read and understand the policies and grading as they pertain to class requirements. I understand that I must attend each class throughout the semester. I understand that I must be prepared through prior study for each class period. I agree to abide by the policies in the AVM303 – Introduction to Aviation Management, and understand that I will be graded according to this document and its contents. I will consult the instructor with any questions.

Please print your name and sign & date below:

_______________________________________________
Print Name

_______________________________________________ ________________________________
Signature        Date