AVT 101 - Applied Science - Fall 2015

Instructor Info:

Instructor - Don Morris
Office: TEC Building, Room 226C
Office Phone: 618-453-9262
Text (class related only): 618-303-5898
Email: dmorris@siu.edu
Office Hours: MW 12:00-2:00 or by appointment
Virtual office hours by email
Textbooks - Jeppesen A&P Technician - General
Required Items - Eye Protection, Calculator, Ruler, Wrenches
Recommended - Jeppesen General Test Guide, ASA Prepware - General
You are required to have an iClicker during all lecture sections.

Course Description:

This course is an introduction to aviation technologies, and covers five separate FAA subjects. These include:

• Basic Physics (Physics for Mechanics)
• Weight and Balance
• Aircraft Drawings
• Fluid lines and Fittings
• Ground Operations and Servicing

Prerequisite: None

Attendance Policy:

Attendance is mandatory. Students are expected to be in class and lab on time. Three late arrivals will be counted against the student as one unexcused absence. Unexcused absences or habitual tardiness will result in a cumulative reduction of the student's final grade point average: First unexcused absence (AC - see below) results in a one-point reduction of the final grade (0-100 scale). Second absence results in a two-point reduction. Third absence results in a four-point reduction. Fourth absence results in an eight-point reduction. Fifth absence results in a sixteen-point reduction. After the fifth unexcused absence the cumulative grade reduction would be 31 points, making it impossible to receive a passing grade for the course.

Make up time may be granted at the discretion of the instructor. Final determination as to whether or not an absence is "excused" rests with the instructor. Performance of make-up time does not reinstate points lost due to unexcused absences. Any attendance that is not made up within the two weeks will be treated as an unexcused absence, regardless of the reason. Makeup instruction will only be provided if approved, coordinated and completed within two weeks of an absence. Failure to make up lost time will reduce grades per occurrence, and may result in program incompletion.
**Online Classroom:**

This class will use the Desire 2 Learn online classroom management system (online.siu.edu) for communication. Your grades and attendance will be posted online. You may view and review them at any time. Monitoring your grades and your attendance is YOUR responsibility.

Attendance will be noted:

- **P:** Student was Present. Thank you!
- **-1:** Student was Absent. Student must contact the instructor ASAP.
- **AE:** Absence has been Excused. Thank you.
- **AC:** Absence time has been made up, but no valid excuse documentation.
- **T:** Tardy. Three T’s count for one AC.
- **-1:** Partial Absence to lab - 1 hour. Counts as 2/3 of a AC.
- **-2:** Partial Absence to lab - 2 hours. Counts as 8/10 of an AC.
- **PALE:** Lab partial absence - time made up. No penalty.
- **PALC:** Lab partial absence - but time still counts against student.

I will mark all absences as - unless I have approved the absence in advance. It is your responsibility to see me outside of class and get the - changed to an AE in order for you to avoid penalties. The same is true in the case of a tardy. Generally, you will have 2 weeks to get an - changed to an AE.

I will often use emails to communicate with you. Make sure that your registered email is up to date, and that you monitor it regularly.

**iClicker Info:**

iClickers are required for the lecture portion of this class. You may purchase them new or used from the bookstore or elsewhere. You will need to register your clicker online. Most days, iClickers will be used to take a short graded review quiz at the beginning of class. Failure to bring an iClicker to class will be treated as a tardy. If you are absent or tardy for any reason, you will not have the opportunity to make up the iClicker quiz. At least five of the lowest iClicker quizzes will be dropped.

iClicker quizzes are graded. As such, there will be no discussion allowed during the quizzes. They are, however, open book open note, with time being the chief limiting factor.

**Lab Grades:**

- **Daily Points:** Each day in the lab, students will receive a daily score. This score will be based on participation, attitude, having the required tools, and clean up.

- **Project Points:** There are as many as three separate projects each week. Some of the work will have to be completed on your own. Projects that are late will receive a 10% penalty per week.
Classroom Conduct:

Appropriate classroom conduct at the college level includes being on time and prepared for class. It includes behaving respectfully towards other students and instructors. Disrespectful behaviors are beneath the standards of college level students, and may result in your being excused from this class. This would be counted as an unexcused absence per the attendance policy.

Cell phones and electronic devices should be turned off during class, except for when they are specifically allowed by the instructor. No phone calls or text messages may be received or sent during class or lab, unless prior approval has been received from the instructor. Receiving a call or text in class may be counted as a “tardy” attendance grade.

Safety:

This class involves a very real threat of injury. No horse play will be tolerated in the lab. Appropriate shoes are required to be worn while in the labs. Eye protection must be available at all times and will be required at certain times. Dress to get dirty during lab hours.

Grading:

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Lecture grades, lab grades, and the final exam will count for 1/3 each in the final grade. You must have at least a 70% to receive FAA credit for the course. The lecture grade may be based on tests, quizzes, homework, and class participation. The lab grade is based on participation and completion of ALL lab projects. The final exam is comprehensive.

Two separate sets of grades are maintained: SIU grades and FAA grades. Our FAA accreditation requires posting a separate grade for lecture, final exam and lab on the FAA student record card. The FAA requires a grade of 70 in order to pass. Failure to complete all of the labs will result in an grade of INC.

Incomplete Grades:

Per University policy, a grade of “Incomplete” or “INC” is assigned only when, for reasons beyond their control, a student engaged in passing work is unable to complete all class assignments and/or laboratory projects. The “INC” will be changed to a completed grade within the time period specified by the instructor, but will not exceed one year from the close of the term in which the course was taken. Should a student fail to complete all course requirements within the time period designated, the “INC” will be converted to a letter grade of “F.”
IMPORTANT DATES *

Semester Begins: ................................................................. 08/24/2015
Last day to add a class (without instructor permission): .................. 08/30/2015
Last day to drop a course: .................................................. 09/06/2015
Last day to file a course withdrawal: ....................................... 11/01/2015

FALL SEMESTER HOLIDAYS
Labor Day Holiday 09/07/2015
Fall Break 10/10—10/13/2015
Veterans Day Holiday 11/11/2015

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/pdf/ugradcatalog1314.pdf

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/undergraduate/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/pdf/ugradcatalog1314.pdf

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 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 more 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. Please reference the Building Emergency Response Protocols for Syllabus attachments on the following pages. 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.inclusiveexcellence.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://tutorial.siu.edu/
Math Labs http://tutorial.siu.edu/math_tutoring/index.html

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
Advisement: http://advisement.siu.edu/
SIU Online: http://online.siu.edu/