

AVSC 4321, CERTIFICATION OF AIRPORTS

Summer 2018 rev. 05.13.2018

Texas A&M University-Central Texas

INSTRUCTOR AND CONTACT INFORMATION

Instructor: Dr. Daniel Prather, A.A.E., CAM

Office: Virtual

Phone: 951.343.4924

Email: Canvas inbox preferred. daniel@dprather.com for rapid response.

Office Hours:

Available via phone M-F, 0900-1430 PDT. Other times by appointment. Please leave a message if no answer.

Mode of instruction and course access:

This is a 100% online course.

This course uses the A&M-Central Texas Canvas Learning Management System

<https://tamuct.instructure.com>

Student-instructor interaction:

I will regularly be checking in on the course and grading student submissions. If you need to speak with me, please call. If you simply have a question, please email. I will regularly post announcements to communicate with everyone.

911 Cellular:

Emergency Warning System for Texas A&M University-Central Texas

911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911Cellular through their myCT email account.

Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

Course Overview and description:

AVSC 4321. Certification of Airports. 3 Semester Credit Hours.

Discuss the requirements and procedures in seeking government approvals for airport certification as it applies to general aviation and air carrier operations. Students are advised to

take a writing intensive course prior to enrolling. Prerequisite(s): AVSC 3321 and acceptance into Aviation Management program.

Student Learning Outcomes:

- Implement in writing a personal lifelong learning plan and preparation for compliance with FAA certification of airports with air carrier operations and for certification of the safe, efficient use and preservation of the navigable airspace.
- List FAA requirements for airport certification and operation of airports air carrier operations.
- Recognize the need to make professional and ethical decisions in complying with FAA airport and airspace certifications.
- Describe the procedures for being in compliance with the safety procedures found in the certification manual.
- Evaluate aviation safety and the impact of human factors on safety.

Required Reading and Textbook(s):

14 CFR Part 139, available online through www.faa.gov

COURSE REQUIREMENTS

Course Requirements:

- **Lesson.** Each module will contain a lesson with content through various media to enable you to learn the required content. This is similar to you showing up for class. This is not graded.
- **Discussion.** Each module will contain a discussion board. Each student will be required to make at least three substantive comments each week. This includes your initial post (which must be at least 200 words) and responses to at least two other classmates. No response is worth zero%, one substantive response of at least 200 words is worth 33%, two substantive responses (including your initial post of at least 200 words) are worth 66%, three substantive responses (including your initial post of at least 200 words) are worth 100%. 100 points each.
- **Essay.** Each module will contain an essay assignment. These essays must be submitted in Word or PDF and be written in APA format, double-space with page numbers and appropriate section headings. 100 points each.
- **Quiz.** Each module will contain a brief quiz to test your knowledge of that module's content. 5 points each.
- **Final Exam.** The course will contain one final exam, which will be comprehensive. This exam is multiple choice and essay. 100 points.
- **ANTN Digicast/ATSI.** Students must also participate in the Airports News and Training

Network (ANTN) Digicast and Airport Training and Safety Institute (ATSI). Each student is required to join ANTN, made available free of charge (through my account at CBU), at <http://www.antndigicast.com/>. Click “Log In,” then “Don’t have an account? Click Here.” Once registered (**Airport Code: CB1, Home Department: FBO; Company Name: TAMUCT**), you are automatically a member of the ATSI. During the semester, each student will be required to:

1. Earn a minimum 10 viewing credits. (Each video, regardless of duration is worth one viewing credit)
2. Earn a minimum 5 test credits. (note: Not all videos have tests available).

As ATSI Administrator for this institution, I will be capable of checking the status of each individual’s training (and won’t do so until the last day of class). Thus, you need not turn in any evidence of having completed this minimum required training. Viewing credits can be earned in any of the ANTN categories available. Please keep in mind that when viewing “My History,” the total viewing credits and total test credits are not entirely accurate because it will show duplicate videos in more than one category. Be aware of this and do not expect to earn multiple credits for the same video being watched in more than one category.

Grading

Discussions	20%
Essay	20%
Quiz	20%
ANTN	10%
<u>Final Exam</u>	<u>30%</u>
	100%

Posting of Grades

Grades will be posted in Canvas within several days of assignments being submitted. If you have any questions about your grades, please contact me.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

	Week	Approximate Dates
Module 1	1	June 4-10
Module 2	2	June 11-17
Module 3	3	June 18-24
Module 4	4-5	June 25-July 8
Module 5	6-7	July 9-22
Module 6	8-9	July 23-August 5

Module 7	10	August 6-10
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Important University Dates:

See <https://www.tamuct.edu/registrar/academic-calendar.html>

TECHNOLOGY REQUIREMENTS AND SUPPORT**Technology Requirements**

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)

Password: Your MyCT password

Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

Other Technology Support

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

Please let the support technician know you are an A&M-Central Texas student.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES**Drop Policy.**

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity.

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty,

and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations.

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) web page [https://www.tamuct.edu/student-affairs/access-inclusion.html].

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) web page [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at deeadra.albertgreen@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive FREE online tutoring and writing support. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

University Writing Center: Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-4pm Monday-Thursday during the summer with online hours available Monday-Thursday from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WOnline](https://tamuct.mywconline.com/) at [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process.

While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library.

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at

A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](http://tamuct.libguides.com/index) [http://tamuct.libguides.com/index].

OPTIONAL POLICY STATEMENTS:

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php) [https://www.tamuct.edu/departments/compliance/titleix.php].

INSTRUCTOR POLICIES.

All course deadlines must be complied with. Late submissions will be docked 10 points per day after deadline. I reserve the right to assign an F on any assignment submission that has been plagiarized, with a grade of F in the course possible.

Copyright Notice.

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student

Conduct.

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