

## **AVSC 3304-110, AIRPORT MANAGEMENT**

**Summer 2023**

Texas A&M University-Central Texas

### **COURSE DATES, MODALITY, AND LOCATION**

10-week summer session

June 5-August 11

This is a 100% online course, and uses the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com/>].

### **INSTRUCTOR AND CONTACT INFORMATION**

**Instructor: C. Daniel Prather, PhD., D.B.A., A.A.E., CAM**

**Office: Located remotely in California.**

**Phone: 951.351.6113**

**Email: [dprather@tamuct.edu](mailto:dprather@tamuct.edu) or via Canvas**

#### **Office Hours**

Available via phone or WebEx by appointment.

#### **Student-instructor interaction**

Communication may occur via Canvas email, via Instructor personal email, via the discussion board, via assignment feedback, or other means. Often, email communication is sufficient, but please don't hesitate to contact me via phone if you have an urgent issue.

### **WARRIOR SHIELD**

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

Warrior Shield 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 Warrior Shield through their myCT email account.

Connect to Warrior Shield by [911Cellular](https://www.tamuct.edu/police/911cellular.html) [<https://www.tamuct.edu/police/911cellular.html>] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

## **COURSE INFORMATION**

### **Course Overview and description**

AVSC 3304. Airport Management. 3 Semester Credit Hours.

Examine requirements for developing a public airport to include local and state governmental agencies. Explore Federal aid and regulations, and the management required for the overall airport operations. Analyze tenant operators, leases, property development for non-aviation use, user taxation for airport operations, planning and policies, organization and administration, maintenance, safety and airport fuels and regulations. Prerequisite(s): Acceptance into Aviation Management or Professional Pilot program.

### **Course Objective or Goal**

Students should better understand all facets of airport management and develop applied knowledge that may be utilized to address various scenarios.

### **Student Learning Outcomes**

1. Communicate history of airports
2. Define and describe the integration of airports, air space, and air traffic control in the contest of an airport
3. Describe airside and landside operations
4. Identify FAA regulations pertaining to airports
5. Describe financial considerations related to aviation

### **Required Reading and Textbook(s)**

Prather, C. D. (2015). Airport Management. ISBN: 978-1-61954-209-9. Learn more: <https://www.asa2fly.com/Dr-Daniel-Prather-C649.aspx>

## **COURSE REQUIREMENTS**

Course Requirements:

Student Video Bio (100 points):	5%
Weekly Discussions (100 points each):	15%
Weekly Scenarios (100 points each):	15%
Mid Term Exam (100 points):	25%
Final Exam (100 points):	25%
ATSI/ANTN (100 points):	<u>15%</u>
Total	100%

### **Grading Criteria Rubric and Conversion**

Student Video Bio

Students will record a ~1-2 minute video bio introducing themselves to the class. Tell us about your background, your interests, hobbies, and what brought you to this course. Using your webcam and computer microphone is sufficient for this assignment.

Grade Earned	Level of Achievement
A	Video bio posted per instructions.
C	Only text bio posted.
F	Video bio not posted.

Weekly Discussions (SLOs 1, 2, 3, 4, 5)

Students will participate in a weekly discussion and post your initial response of at least 200 words and then respond to at least two of your classmates, for a total of three posts. Three substantive posts are worth 100%, two substantive posts are worth 66%, one substantive post is worth 33%, and zero substantive posts is worth 0%.

Grade Earned	Level of Achievement
A	Three substantive posts per instructions.
B	Three posts that are partially substantive.
C	Three posts that are not substantive.
D	Two substantive posts per instructions.
F	One or zero substantive posts.

Weekly Scenarios (SLOs 1, 2, 3, 4, 5)

Each week, students will be required to address various scenarios related to that week's content. Please answer in paragraph form, rather than listing. Please use APA formatting.

Grade Earned	Level of Achievement
A	Each scenario fully addressed in a substantive fashion.
B	Each scenario addressed in a partially substantive fashion.
C	Each scenario addressed in a partially substantive fashion.
D	Not all scenarios addressed. Those that are addressed are not addressed in a substantive fashion.
F	Minimal or no response.

Mid Term Exam (SLOs 1, 2, 3, 4)

Students will complete a Mid Term exam on chapters 1-7 of the text.

Grade Earned	Level of Achievement
A	All or most of questions answered correctly.
B	Most questions answered correctly.
C	Many questions answered correctly.
D	Many questions answered incorrectly.
F	Most questions answered incorrectly.

Final Exam (SLOs, 1, 2, 3, 4, 5)

Students will compete a Final exam on chapters 8-15 of the text.

Grade Earned	Level of Achievement
A	All or most of questions answered correctly.
B	Most questions answered correctly.
C	Many questions answered correctly.
D	Many questions answered incorrectly.
F	Most questions answered incorrectly.

ATSI/ANTN

Each student is required to join the **Airport Training & Safety Institute (ATSI)** to gain access to the Airport News and Training Network (ANTN), made available from AAEE free of charge, at <http://www.antndigicast.com/>. Once registered (Airport Code: CB1; Airport Department: Parking), you are automatically a member of the ATSI. Note: It will indicate California Baptist University as your employer, but no worries; we are simply using my university's account for this access (I am employed at CBU full-time). As ATSI Administrator, I will be capable of checking the status of each individual's training. Thus, you need not turn in any evidence of having completed this minimum required training. Viewing credits can be earned in any of the ANTAN categories available. During the semester, each student will be required to:

1. Earn a minimum 15 viewing credits (this does not equate to 15 hours of videos as some videos may be only 10 minutes long)
2. Earn a minimum 10 test credits (note: not all videos have tests available).

Grade Earned	Level of Achievement
A	15+ viewing credits; 10+ test credits
B	12-14 viewing credits; 8-9 test credits
C	9-11 viewing credits; 6-7 test credits
D	6-8 viewing credits; 4-5 test credits
F	Five or less viewing credits; 3 or less test credits.

## **Posting of Grades**

- All student grades will be posted on the Canvas Grade book where you can monitor your status.
- Items will be graded as submitted, aligned with due dates, within five days.

## **Grading Policies**

All assignments should be completed as assigned, with close adherence to due dates. Assignments not meeting minimum requirements will be penalized accordingly. Assignments will be penalized 10% for each day submitted past the due date, with the instructor reserving the right not to accept an assignment submitted more than three days late.

## **COURSE OUTLINE AND CALENDAR**

### **Complete Course Calendar**

**Complete Course Calendar (Note: During some weeks, students will be required to complete assignments for two chapters)**

Week 1: Unit 1 (June 5-11)

Chapter 1 Lessons  
Chapter 1 Discussion  
Chapter 1 Scenarios

Week 2: Unit 2 (June 12-18)

Chapter 2 Lessons  
Chapter 2 Discussion  
Chapter 2 Scenarios  
Chapter 3 Lessons  
Chapter 3 Discussion  
Chapter 3 Scenarios

Week 3: Unit 3 (June 19-25)

Chapter 4 Lessons  
Chapter 4 Discussion  
Chapter 4 Scenarios

Week 4: Unit 4 (June 26-July 2)

Chapter 5 Lessons  
Chapter 5 Discussion  
Chapter 5 Scenarios  
Chapter 6 Lessons  
Chapter 6 Discussion  
Chapter 6 Scenarios

Week 5: Unit 5 (July 3-9)

Chapter 7 Lessons

Chapter 7 Discussion

Chapter 7 Scenarios

**Mid Term Exam**

Week 6: Unit 6 (July 10-16)

Chapter 8 Lessons

Chapter 8 Discussion

Chapter 8 Scenarios

Chapter 9 Lessons

Chapter 9 Discussion

Chapter 9 Scenarios

Week 7: Unit 7 (July 17-23)

Chapter 10 Lessons

Chapter 10 Discussion

Chapter 10 Scenarios

Week 8: Unit 8 (July 24-30)

Chapter 11 Lessons

Chapter 11 Discussion

Chapter 11 Scenarios

Chapter 12 Lessons

Chapter 12 Discussion

Chapter 12 Scenarios

Week 9: Unit 9 (July 31 - August 6)

Chapter 13 Lessons

Chapter 13 Discussion

Chapter 13 Scenarios

Chapter 14 Lessons

Chapter 14 Discussion

Chapter 14 Scenarios

Week 10: Unit 10 (August 7-11)

Chapter 15 Lessons

Chapter 15 Discussion

Chapter 15 Scenarios

**Final Exam**

## Important University Dates

Visit <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. **We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.**

Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.

Username: Your MyCT email 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.

### Online Proctored Testing

A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio also requires the Chrome web browser with their custom plug in.

### 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](mailto: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.*

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## UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

### Drop Policy

If you discover that you need to drop this class, you must complete the [Drop Request](#) Dynamic Form through Warrior Web.

Faculty 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. Once you submit the completed 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. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Office of Student Conduct. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more [information regarding the Student Conduct process](#)

If you know of potential honor violations by other students, you may [submit a report](#)

### **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 Office 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 Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information, please visit our [Access & Inclusion](#) Canvas page (log-in required) [<https://tamuct.instructure.com/courses/717>]

### **Important information for Pregnant and/or Parenting Students**

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 [Student Affairs](https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html) [<https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html>]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](#) online, 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 Associate Dean in 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, on a remote online basis. Visit the Academic Support Community in Canvas to view schedules and contact information. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Student success coaching is available online upon request.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, success coaching, or have any other question, contact Academic Support Programs at (254) 501-5836, visit the Office of Student Success at 212F Warrior Hall, or by emailing [studentsuccess@tamuct.edu](mailto:studentsuccess@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 online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

### **University Writing Center**

University Writing Center: The University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free service open to all TAMUCT students. For the Summer 2021 semester, all services will be online as a result of the COVID-19 pandemic. The hours of operation are from 10:00 a.m.-4:00 p.m. Monday thru Thursday with satellite hours Monday thru Thursday from 6:00-9:00 p.m. The UWC is also offering hours from 12:00-3:00 p.m. on Saturdays.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. 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. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via [WConline](https://tamuct.mywconline.com/) [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) if you have any questions about the UWC and/or need any assistance with scheduling.

### **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 400,000 eBooks and

82,000 journals, in addition to the 96,000 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 virtually through WebEx, Microsoft Teams 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 Wellness and 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/compliance/titleix.html) [https://www.tamuct.edu/compliance/titleix.html].

### **Behavioral Intervention**

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the [referral](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2) online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=2].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](https://www.tamuct.edu/student-affairs/bat.html) website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person's behavior

poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.

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## **OTHER POLICIES**

### **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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