

 FLORIDA ATLANTIC UNIVERSITY	COURSE CHANGE REQUEST Undergraduate Programs	UUPC Approval <u>2-1-21</u> UFS Approval _____ SCNS Submittal _____ Confirmed _____ Banner Posted _____ Catalog _____
	Department Military Programs College N/A	
Current Course Prefix and Number AFR 1101		Current Course Title Foundations of the United States Air Force I
<i>Syllabus must be attached for ANY changes to current course details. See Checklist. Please consult and list departments that may be affected by the changes; attach documentation.</i>		
Change title to: Heritage and Values of the United States Air Force I Change prefix From: _____ To: _____ Change course number From: _____ To: _____ Change credits* From: _____ To: _____ Change grading From: _____ To: _____ Change WAC/Gordon Rule status** Add <input type="checkbox"/> Remove <input type="checkbox"/> Change General Education Requirements*** Add <input type="checkbox"/> Remove <input type="checkbox"/> <small>*Review Provost Memorandum</small> <small>**WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to this form. See WAC Guidelines.</small> <small>***General Education criteria must be indicated in syllabus and approval attached to this form. See GE Guidelines.</small>		Change description to: See Attachment Change prerequisites/minimum grades to: Change corequisites to: Change registration controls to: Please list existing and new pre/corequisites, specify AND or OR and include minimum passing grade (default is D-).
Effective Term/Year for Changes: Summer 2021		Terminate course? Effective Term/Year for Termination:
Faculty Contact/Email/Phone Lt Col Jason Braun / jxb1892@miami.edu / (305) 284-2870		
Approved by Department Chair <u>Jason C. Braun</u> College Curriculum Chair <u>N/A</u> College Dean <u>Edward Pratt</u> UUPC Chair <u>Jerry Haky</u> Undergraduate Studies Dean <u>Edward Pratt</u> UFS President _____ Provost _____		Date <u>21 Jan 21</u> _____ <u>1-22-21</u> _____ <u>2-2-21</u> _____ <u>2-2-21</u> _____ _____ _____

Email this form and syllabus to mjennning@fau.edu seven business days before the UUPC meeting.

AEROSPACE STUDIES AS101

Heritage and Value

Course Syllabus (FAU AFR 1101) Fall 2020



U.S. AIR FORCE



**Air Force ROTC Detachment 155
University of Miami (UM)
INSTRUCTOR: MAJ SHON RECKARD
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AS 101 (FAU AFR 1101) SYLLABUS (FALL 2019)
HERITAGE AND VALUES
INSTRUCTOR: MAJ SHON RECKARD

INTRODUCTION

Aerospace Studies 101 is the first of two semesters comprising the introduction to the United States Air Force and Air Force ROTC. Leadership Laboratory (AIS 150) complements this course by providing cadets with leadership experience. To enhance intellectual and controversial discussion, “academic freedom,” as defined in AUI 36-2308 (Academic Freedom), will be recognized and encouraged.

AS 101 COURSE DESCRIPTION

This is a survey course designed to provide an introduction to the Air and Space Forces, hopefully encouraging students to pursue an U.S. Air Force career or at least seek additional information to be better informed about the role of the USAF. The course allows students to examine general aspects of the Department of the Air Force, leadership fundamentals, service benefits, and opportunities for officers. The course also lays the foundation for becoming an Air or Space professional by outlining USAF heritage and values. As a foundational course, this course also provides a historical perspective such as lessons on war and US military, AF operations, principles of war, and airpower. Additionally, this course provide students with a knowledge-level understanding for the employment of air and space power, from an institutional, doctrinal, and historical perspective. The students will be introduced to the military way of life and gain knowledge on what it means to be an Air or Space professional.

AS 101 COURSE OBJECTIVES

Upon successful completion of AS101 cadets will:

1. Know the benefits associated with Air Force service
2. Know the career opportunities available
3. Know the concept of war and the role the Air Force plays
4. Know and develop productive life skills
5. Demonstrate basic oral and written communication skills

CLASS TIME AND LOCATION:

Tuesday 0830-0920, UM Coral Gables Campus, Whitten Learning Center (LC110)

ELECTRONIC TEXTBOOKS: The professor will provide access instructions

2019/2020 Edition, Heritage and Values

Tongue and Quill. AFH 33-337 (May 2015)

The Armed Forces Officer

AFROTC & DET 155 POLICIES

ATTENDANCE: In accordance with AFROTCI 36-2011, *Cadet Training Programs*, you are required to attend 80% of scheduled Aerospace Studies (AS) classes **to receive a passing final grade**. However, the expectation is a 100% class attendance policy unless you have a valid reason to miss class. Examples of valid reasons are as follows: Hospitalized for illness/injury, hospitalization of an immediate family member, death in the immediate family, conflicting class schedule, etc. All valid reasons for excused absences are determined on a case by case basis by the professor. Attendance for virtual students will be taken as well. The expectation for students in virtual attendance is that they are virtually “present” throughout the duration of class and actively participating. This includes an active video feed from the virtual student throughout the duration of class.

Attendance policy applies to cadets AND academic only students

Academic only students are not required to submit an official memorandum

BOTTOM LINE UP FRONT (BLUF): Officers are punctual, On Time! On Target! **Plan effectively.**

If you need to be absent from a class, you **must request and receive “PRIOR” instructor approval** via signed official endorsement memorandum (Tongue & Quill, page 184). You must state the specific reason you must miss class, the date(s) you will be absent, and a plan of how missed work will be completed in an expeditious manner. The memorandum must have your professor’s signature block and a place to CONCUR/NONCONCUR on your request. Any request not approved prior to the absence or disapproved by the professor will result in an “Unexcused Absence” being awarded for that class date.

If prior approval is not or cannot be obtained, you **must provide an explanation of the circumstances** to the professor in a signed official memorandum (Tongue & Quill, page 180) **no later than (five) calendar days** following the absence. You must identify the date(s) you were absent, state the specific reason you missed class, and a plan of how missed work will be completed in an expeditious manner. Each situation will be evaluated and either approved or disapproved by the professor. Disapproved absences will result in an “Unexcused Absence” being awarded.

*Unless you are approved/required by your University policy, to take this course under the Remote Learning Option, physical attendance in the classroom is **required** as scheduled. You are expected to participate with your video enabled during your non-classroom days. If at some point in the semester you cannot physically attend class sessions due to illness, injury, or other approved absence, you must contact the instructor for permission to temporarily attend the course online. Unexcused absences from the classroom may affect your grade or lead to failing the course.*

If you are approved to take this course under the Remote Learning Option, attendance in the virtual class is required as scheduled. If you are a Remote Learning Option student, you may not under any circumstances physically attend the class on campus. If you cannot attend the virtual class due to illness or other reason, you must contact the instructor. Unexcused absences from the classroom may affect your grade or lead to failing the course.

Unexcused absences will reflect adversely on overall instructor evaluation of student performance and will result in a **five-point deduction** from the **overall term grade** for each unexcused absence beginning with the second occurrence.

Unexcused tardiness will reflect adversely on overall instructor evaluation of student performance and will result in a **two-point deduction** from the **overall term grade** for each unexcused tardy beginning with the second occurrence.

The maximum amount of point deductions for unexcused absences and tardiness can not exceed 10% of the final grade.

CLASSROOM DEPARTMENT AND PERSONAL CONDUCT:

You will call the classroom to attention for any officer that enters the room. Avoid several people calling the room to attention at the same time. Work out a system! Coming to attention is a gesture of **respect, not inferiority**. Additionally, ALL cadets will afford each other mutual respect and carry themselves as the future Air Force officers they aspire to become.

Snacks and drinks will not be allowed in class due to COVID mitigation measures, with the exception of water. All cell phones and paggers must be turned **off** in the classroom.

Face coverings are mandatory at all times (with the exception of when drinking water) while in on-campus class sessions. Failure to follow this requirement is grounds for disciplinary action and may lead to removal from the classroom and/or the course.

The seat you select on the first day of class must be from among those identified as meeting the physical distance requirements for COVID-19; this seat will be your assigned seat for the remainder of the semester. This will enable the most effective COVID-19 contact tracing, should it be required.

Students are required to use the Daily Symptom Checker and be cleared to attend class each day. Students may be asked to show the green “Good to Go” notice. You may be required to produce your notice at any time while on campus. Students who fail to comply or to produce their “Good to Go” notice will be asked to leave the classroom.

*Students who are attending a class session synchronously are required to have their video enabled. For virtual students, the expectation is that you have a live-video feed from your personal computer and are seated in an area free from distractions (as much of an academic setting that your living situation will allow.) Driving/attending class from your car will not be allowed. Class is one of the few opportunities you have to make a professional impression on both cadre and fellow students. Make sure you reflect the image you want portrayed. **Please mute your microphone when you are not talking to minimize noise online.*

Students are expressly prohibited from recording any part of this course. Meetings of this course might be recorded by the University. Any recordings will be available to students registered for this class as they are intended to supplement the classroom experience. Students are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Recordings may not be reproduced, shared with those not in the class, or uploaded to other online environments. If the instructor or a University of Miami office plans any other uses for the recordings, beyond this class, students identifiable in the recordings will be notified to request consent prior to such use.

ACADEMIC FREEDOM / ACADEMIC INTEGRITY / HONOR CODE:

All students will adhere to HQ Air University and the University of Miami (UM) Honor Code pertaining to Academic Integrity and Academic Freedom as outlined in AUI 36-2608, *Academic Freedom*, AUI 36-2609, *Academic Integrity* and the UM *Undergraduate Student Handbook and Honor Code*.

Academic Freedom. This means the “free exchange of opinions and ideas, to the greatest extent possible” is highly encouraged in my classroom because it is “...essential to the educational process for faculty, students, and staff.” (AUI 36-2608). All opinions have value and while your opinion may differ from the book answer, that is fine. You are encouraged to present your opinions and reasoning in an appropriate and respectful manner. However, there are limitations based on military mission requirements. For example, commissioned officers, officer trainees, and cadets subject to the UCMJ may not use contemptuous words toward the President, Vice President, Congress, the Secretary of Defense, the Secretary of the Air Force, and others.

Furthermore, we practice non-attribution to maintain academic freedom and provide a safeguard for individuals or groups in the educational forum. It is acceptable to say “a previous speaker said or made a specific statement” but the identity of the speaker may not be divulged without permission. (AUI 36-2608).

In other words, anything we discuss while in class should remain in the classroom. You should not say, “...so and so said this” about anything discussed during class outside of the classroom.

Academic Integrity. Breaches of academic integrity and/or the honor code will result in an “F” on the assignment, possibly an “F” in the course. An investigation for disenrollment from the AFROTC program and notification to your university's honor council will be determined by the professor and the Detachment 155 Commander.

Plagiarism:

“The act of appropriating the literary composition of another, parts or passages of their writings, or the ideas or language of the same, and intending to pass them off as the product of one’s own mind. An example is copying verbatim without quotation marks with the intent to claim that material as one’s own work is plagiarism, as is the intentional use, without credit, of a source’s sentence structure and style with only minor word changes. Intent is established based on consideration of all circumstances and evidence presented. The correct method for giving credit to a source in written work is to use quotation marks and an accompanying footnote when quoting directly and a footnote when paraphrasing. In the case of oral presentations, credit must be given for direct or paraphrasing of direct quotes.” AUI 36-2309, Para 1.6.1 See the T&Q page 39 for guidance as well as the Air University Style Guide page 139.

“Plagiarism is representing the words or ideas of someone else as your own.

Examples include, but are not limited to, failing to properly cite direct quotes and failing to give credit for someone else’s ideas.” UM Student Handbook & Honor Code, page 9.

Cheating:

“The act of giving or receiving improper assistance such as, but not limited to, gaining unauthorized access to faculty materials that have not been released for student use; copying answers from another’s examination; using texts, notes, issue materials, or other references not authorized for examinations or other assigned work; knowingly permitting another student to copy one’s writing assignments, speech or briefing materials, or answers from an examination paper; and collaborating with other persons on individual assignments except as specifically authorized by the school.” AUI 36-2609, Para 1.6.2.

“This term implies an intent to deceive. It includes all actions, devices and deceptions used in the attempt to cheat. Examples include, but are not limited to, copying answers from another student’s exam and using a cheat sheet or crib notes in an exam.” UM Student Handbook & Honor Code, page 9.

****If you have questions regarding plagiarism rules, please see your professor BEFORE turning in assignments or completing any exams****

Uniforms:

AFROTC uniform wear is mandatory for cadets during classroom/Lead Lab attendance, and anytime you enter the detachment to conduct business with cadre. Cadets are authorized to wear appropriate civilian attire when conducting activities in the cadet areas. When in uniform, grooming standards will conform to Air Force standards, including shaving, proper haircuts, jewelry, etc. in accordance with AFI 36-2903, *Dress and Personal Appearance*.

Civil Involvements:

All cadet involvements with civil, military, law enforcement officials or school authorities must be reported to AFROTC Cadre within **72 hours** of involvement **via WINGS**.

The use, abuse, possession, or handling of illegal drugs is prohibited – **ZERO** tolerance, consistent with Air Force guidelines and State Law.

Possession or use of alcohol by anyone under the age of 21 is prohibited.

Sexual harassment/sexual assault violate AF standards and will not be tolerated. Your actions, both on and off campus, reflect upon you as a person, the Cadet Corps and the US Air Force.

Violations in any areas mentioned above will result in severe disciplinary action and possible dismissal or disenrollment from the AFROTC program, as determined by the Detachment 155 Commander.

TERM COUNSELING (TC): You are required to make an appointment, by **04 Oct 20**, for your term counseling to be conducted between **12 Oct and 15 Oct 20**. The counseling will last no more than 30 minutes and will take place virtually. Schedule the counseling through your class leader. A sign-up sheet will be available at the appropriate time. You will provide the instructor with a complete and current AFROTC Form 48 in pdf format, approved by one of your counselors **BEFORE** your appointment.

EXECUTIVE OFFICER TO THE INSTRUCTOR: An executive officer to the instructor will be assigned on lesson 1. If you are selected for this position, you will have the responsibility to ensure the classroom and all cadets are prepared for instruction. At a minimum, you will be required to take attendance for every lesson, collect and track all individuals selected briefing topics, ensure all cadets are signed up for term counseling and distribute all documents to the class among other responsibilities. The executive Officer will maintain the assigned folder in the Det 155 Google Drive for the class to centrally manage all of the information to share with your instructor. If you are NOT selected as the executive officer, it is your responsibility to fully support the executive officer. The executive officer is not responsible for your individual grade and will not do your required work for you. Work as a team!

EVALUATION CRITERIA: You are required to read all assigned material **PRIOR** to each class and participation in class is highly encouraged. You are responsible for **one** oral briefing and one written paper. Exams are based on classroom instruction and assigned readings. The two exams will only test material designated for that exam (see lesson structure below). You will be tested from each lesson's objectives, samples of behavior and any other information indicated by the instructor during test reviews.

1. Briefing Assignment: Apply skills in accordance with AFH 33-337, *The Tongue and Quill*, to deliver a 2-3 minute briefing on an assigned AFSC. You must complete the briefing within the allotted time; completing the briefing outside these established time constraints will result in a 25% reduction in the briefing grade. I will use the Holm Center Form 6, Briefing Grade sheet for grading criteria.

2. Written Assignments: Apply skills in accordance with AFH 33-337, *The Tongue and Quill* (pg 189), to write an Official Memorandum. The emphasis won't be so much on the content but rather the formatting. Further information will be provided during the writing class.

3. Exams: There will be a mid-term exam and a final exam. Both exams will be based upon classroom instruction, assigned readings, and the Cognitive Samples of Behavior (CSOBs) for each lesson. CSOBs can be found in your textbook at the beginning of each lesson. The final exam will only cover material taught after the mid-term

4. Class Attendance: In accordance with AFROTCI 36-2010, *Cadet Training Programs*, you are required to attend 80% of scheduled Aerospace Studies (AS) classes **to receive a passing final grade.**

GRADING

1. Point Value. Your final grade for this course will be determined based on the following criteria:

Graded Assignment	Points	Percentage (%)
Written Assignment	50	10%
Attendance	50	10%
Career Field Briefing	100	20%
Exam 1	150	30%
Exam 2	150	30%
TOTAL	500	100

2. Grading Scale. You are required to pass all AFROTC Aerospace Studies (AS) courses with a “C-” or better or you will be investigated for disenrollment from the AFROTC program.

A+	97-100%
A	94-96%
A-	90-93%
B+	87-89%
B	84-86%
B-	80-83%
C+	77-79%
C	74-76%
C-	70-73%
D	65-69%
F	64% and Below

3. Missed Suspense’s. Assignments not completed on time will have 20% deducted from maximum possible score for each day late (e.g. turned in one day late, maximum possible score is 80%). Extensions to assignment due dates are at the professors’ discretion and must be approved BEFORE the assignment is late.

ADDITIONAL INFORMATION

1. Office Hours.

During official visits wear your uniform AND be prepared to report in if physical meetings are allowed and scheduled. Most meetings this semester however, will be held virtually.

Virtual office hours will be Monday & Friday 1000-1500

Email me at sxr1149@miami.edu to request an appointment. Include requested appointment date/time and a backup date/time in your email.

My office is located at 1551 Brescia Avenue, University of Miami, Coral Gables campus. (305) 284-2870.

2. Leadership Laboratory: Wednesday from 0630-0930 at the University of Miami’s Coral Gables Campus, 1551 Brescia Avenue (**location is subject to change depending on planned training, follow up with Cadet Chain of Command for location**). **80%** attendance is required for LLAB sessions to **remain in the program**. Virtual attendance will still be tracked and counted towards the 80% attendance policy.

3. Det 155 Physical Fitness Standards. Additionally, cadets are required to attend **80%** of Physical Training (PT) per term to successfully **pass** Leadership Laboratory. However, the expectation is a mandatory **100% PT attendance** unless you have a valid reason to miss PT. Coordinate all PT absences as detailed in the Cadet Wing Policy Directives for approval by the OFC. At a minimum, the detachment will offer PT sessions at the following times weekly:

Day/Time

Tuesday 0630-0730

Thursday 0630-0730

Location

University of Miami, Coral Gables track or virtually

University of Miami, Coral Gables track or virtually

**AS 101 Lesson
Structure**
(Fall
2020)

~ Date	TITLE	READING	ASSIGNMENT DUE
18 Aug	Welcome & Course Overview	Lesson 1	
25 Aug	Introduction to ROTC *Assign Career Field Briefings	Lesson 2	
1 Sept	Air Force Core Values	Lesson 3	
08 Sept	Formation of the Air Force	Lesson 4	
15 Sept	Dress and Appearance Standards	Lesson 5	
22 Sept	Customs and Courtesies	Lesson 6	
29 Sept	Speaking Overview	Lesson 7	
06 Oct	EXAM 1		
13 Oct	Writing Overview	Lesson 8	
20 Oct	Career Field Briefings	Lesson 9	*MFRs due
27 Oct	Career Field Briefings	Lesson 9	
03 Nov	Benefits of Service	Lesson 10	
10 Nov	Introduction to Leadership Heritage Series	Lesson 11 Lesson 12	
17 Nov	FINAL EXAM		

Note: All class dates, holidays and final exam schedule are based off the University of Miami Academic Calendar for Fall 2020, therefore your individual college/university calendar may be different particularly if your college/university is a crosstown institution.

****If you have a class or holiday schedule conflict, please notify the professor ASAP via email****