

**AIR AND SPACE STUDIES 103: THE FOUNDATION OF THE UNITED STATES AIR FORCE II
AFROTC DETACHMENT 025 ARIZONA STATE UNIVERSITY
SPRING 2017 SEMESTER COURSE SYLLABUS**

Instructor: **Captain David G. Luckey**

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Email Address: dluckey@asu.edu

Office Location: **Social Sciences Building, Room 348**

Office Hours: **By Appointment**

Class Meeting Times: **T 1:30-2:45 pm
TH 9:00-10:15 am**

Class Location: **Social Sciences Bldg, Room 304**

To schedule an appointment with the instructor for any reason, please contact 480-965-3181 or visit SS348.

I. COURSE DESCRIPTION

AES 103 is a survey course that continues to introduce students to the United States Air Force and Air Force Reserve Officer Training Corps (AFROTC). Featured topics include: Air Force operations, principles of war and tenets of airpower, core values, leadership, airpower through WWI, human relations, and communication skills.

II. COURSE OBJECTIVE

Students should know key terms and definitions on Air Force life and are expected to begin applying the basic military skills as acquired in this course. The individual should also be on the path to writing and briefing in the Air Force format.

III. ATTENDANCE POLICY AND CLASS PARTICIPATION

Aerospace Studies courses are mandatory military functions. Cadets/students are expected to attend every class. You must attend at least 80% of your classes or you will receive a failing grade for the course. Failure to show for class and/or arriving late for any reason other than an emergency, ROTC scheduled event, or something prearranged with your instructor results in a reduction in your overall class participation grade.

ARIZONA STATE UNIVERSITY (ASU) ABSENCE POLICY

- Students should notify their instructor at the beginning of the semester about the need to be absent from class due to religious observances. Board of Regents policy prohibits discrimination against any student, employee, or other individual because of such individual's religious belief or practice, or any absence thereof.
- Students should inform their instructors early in the semester of required class absences due to University sanctioned events or medical purposes. Instructors should attempt to provide opportunities for equivalent work, either before or after the class absence.
- In order to receive full credit for your class participation grade (5%), you must attend all classes (or have an advance excuse approved by the instructor), be prepared for class, ask relevant questions, participate and stimulate classroom discussion.

IV. CLASSROOM CONDUCT

As a student taking courses designed to lead you toward a commission in the United States Air Force, you have the responsibility to begin laying the foundation from which you can build a successful Air Force career. It is therefore incumbent upon you to listen, participate and learn what you can from this class. Do not underestimate the importance of this material for your future.

All ROTC cadets will wear the prescribed uniform of the day. Civilian students will wear business attire (no sneakers, jeans, tank tops, t-shirts, shorts, or miniskirts).

You should be at your chair at the beginning of class. The class leader will call the room to attention when the commissioned officer instructor enters and exits the room.

Food is NOT allowed in class but beverages are allowed as long as no mess is made.

All cell phones will be turned to the silent/vibrate mode and will not be out during class.

V. COMMUNICATION SKILLS

Communication is a fundamental skill that you will continue to hone throughout your career, whether as an Air Force officer or as a civilian leader. In addition, Air Force writing styles and formats are, in some ways, uniquely different from those you have grown accustomed to during your academic career. As such, it is critical that cadets (and all students aspiring to become leaders) develop their writing and speaking skills. There will be **ONE** written assignment and **TWO** oral presentations during this semester.

An assignment is considered late if it is not turned in by the START of class on the day it is due. Late assignments are only accepted in extreme circumstances and must be discussed with me in advance for approval. Late assignments that I agree to accept are docked 10% points for every 24 hours past the due date and time. Additionally, all briefings must be ready on the first day of presentations; failure to present when called upon will result in zero credit for the assignment.

A. WRITTEN ASSIGNMENT

Career Field Talking Paper

This activity is an opportunity for students to research a career field that interests them and for the entire class to learn about the different career fields that exist in our Air Force. Students will write a 1-page talking paper on their assigned Air Force career field, which will serve as background for the accompanying briefing. Students are required to format their talking paper in accordance with The Tongue and Quill (AFH 33-337).

The paper will be graded using the HOLMCENTER FORM 9 Talking/Position Paper Evaluation Sheet (Attachment 2).

The Talking Paper assignment will be worth 150 points and account for 15% of your final grade.

B. ORAL PRESENTATIONS

Impromptu Briefing

In this activity, students will be given a random topic to brief. They will have 30 seconds to plan their briefing and then immediately present their briefing. The briefing should be between 1-2 minutes in length.

Students should deliver the briefings using the standard military briefing format: introduction, body, and conclusion. The introduction should introduce the topic and the three main points that will be discussed. The body will discuss those three main points and add detail. The conclusion will restate the topic and three main points that were covered. Questions and answers do not count toward the briefing time requirement.

This briefing will be graded using the HOLMCENTER FORM 6, "Briefing Grade Sheet" (Attachment 3).

The Impromptu Briefing assignment will be worth 150 points and account for 15% of your final grade.

Career Field Briefing

This activity is an opportunity for students to research a career field that interests them and for the entire class to learn about the different career fields that exist in our Air Force. The talking paper previously assigned will serve as a preparation and delivery aid for this briefing.

Students will deliver a 3-5 prepared briefing (PowerPoint) on an Air Force career field. Students should deliver the briefings using the standard military briefing format: introduction, body, and conclusion. The introduction should introduce the topic and the three main points that will be discussed. The body will discuss those three main points and add detail. The conclusion will restate the topic and three main points that were covered. Questions and answers do not count toward the briefing time requirement.

This briefing will be graded using the HOLMCENTER FORM 6, "Briefing Grade Sheet" (Attachment 3).

The Career Field Briefing assignment will be worth 150 points and account for 15% of your final grade.

VI. QUIZZES/EXAMINATIONS

During the course, students' comprehension of the course material will be evaluated by five quizzes and two exams. Students will be quizzed on the Lesson Objectives/Samples of Behavior (SOBs) as presented in the readings or class lectures/discussions. The quizzes and exams will consist of multiple choice, matching and true/false questions.

Each quiz is valued at 20 points, cumulatively worth 10% of your final grade.

The midterm exam is valued at 200 points, 20% of your final grade.

The final exam is valued at 200 points, 20% of your final grade.

VII. MIDTERM COUNSELING SESSIONS

Each cadet will schedule a midterm counseling session with me to take place beginning 20-31 March 2017. All midterm counseling sessions will be **scheduled no later than 17 March**. All cadets will report in for their counseling session in Service Dress uniform (if issued) or equivalent. While civilian students are not required to attend a midterm counseling session, you are welcome to do so. During this session, I will provide each student with candid feedback on how well they are performing and areas requiring improvement. Cadets must have an up-to-date Form 48 on file prior to the counseling session and all transcripts must be on file. Each cadet must prepare to discuss his/her ROTC goals, as well as any areas of concerns and plans for improvement, if appropriate.

VIII. GRADING AND EVALUATION PROCEDURES

Evaluation of your performance is based on many aspects and factors, which are objectively measured. The following percentage provides a breakdown used to determine your course grade:

ASSIGNMENT	GRADE PERCENTAGE	POINTS
Class Participation	5%	50
Career Field Briefing	15%	150
Impromptu Briefing	15%	150
Talking Paper	15%	150
Quizzes (5)	10%	100
Midterm Exam	20%	200
Final Exam	20%	200
TOTALS	100%	1000

You are expected to complete all required assignments before class and come prepared to participate in classroom activities. You will turn-in all oral presentations and written assignments on the date due to receive credit. The acceptance of late work or administering make-up exams for partial credit are based on the most extreme circumstances and with prior approval.

Final course grades will be awarded as follows:

GRADES	PERCENTAGE
A+	97 – 100%
A	94 – 96%
A-	90 – 93%
B+	87 – 89%
B	84 – 86%
B-	80 – 83%
C+	77 – 79%
C	70 – 76%
D	60 – 69%
E	< 60%

IX. DISABILITY ACCOMMODATION

If you need disability accommodations in this class, please see me as soon as possible. Information regarding disability is confidential and a reminder to students when requesting accommodation for a disability that they must be registered with the Disability Resource Center (DRC) and submit appropriate documentation from the DRC.

NOTE: ALL INFORMATION CONTAINED IN THIS SYLLABUS, OTHER THAN GRADE AND ABSENCE POLICIES MAY BE SUBJECT TO CHANGE WITH REASONABLE ADVANCE NOTICE.

X. PLAGIARISM POLICY

Air Force Honor Code: "We will not lie, steal, or cheat, nor tolerate among us anyone who does."

As future Air Force officers, we expect you to exemplify our Core Values, the most important of which is "Integrity First." Plagiarism is the attempt to pass off someone else's work as your own. Lying requires both the act and the intent to deceive, and I view plagiarism as lying in writing.

In accordance with ASU policy, academic honesty is expected of all students in all examinations, papers, laboratory work, academic transactions and records. The possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification and dismissal. For more information, see <http://provost.asu.edu/academicintegrity>.

XI. THREATENING BEHAVIOR POLICY

All incidents and allegations of violent or threatening conduct by an ASU student (whether on or off campus) must be reported to the ASU Police Department (ASU PD) and the Office of the Dean of Students. If either office determines that the behavior poses or has posed a serious threat to personal safety or to the welfare of the campus, the student will not be permitted to return to campus or reside in any ASU residence hall until an appropriate threat assessment has been completed and, if necessary, conditions for return are imposed. ASU PD, the Office of the Dean of Students, and other appropriate offices will coordinate the assessment in light of the relevant circumstances.

XII. TEXTBOOKS

1. Air and Space Studies 100: The Foundation of the United States Air Force (electronic)
2. AFH 33-337, The Tongue and Quill (electronic)

XIII. CONCLUSION

AES 103 presents a tremendous opportunity to broaden your understanding of the fundamentals of the United States Air Force. As such, anticipate that this class will challenge you academically and reward you personally. This is provided that you are prepared to work hard, receptive to new ideas, and contribute your insight. I look forward to learning alongside you this semester to make AES 103 a successful building block in your development as a future leader.

//SIGNED//

DAVID G. LUCKEY, Capt, USAF
Assistant Professor of Aerospace Studies

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JEFFREY A. GUIMARIN, Lt Col, USAF
Professor of Aerospace Studies

Attachments:

1. Class Schedule
2. HOLMCENTER Form 9
3. HOLMCENTER Form 6

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AES 103 Class Schedule – SPRING 2017

TUESDAY CLASS	THURSDAY CLASS	LESSON	ASSIGNMENTS
10 Jan	12 Jan	Welcome and Course Overview	
17 Jan	19 Jan	Impromptu Briefings	
24 Jan	26 Jan	Listening Air Force Installations	Quiz 1
31 Jan	2 Feb	Air Force Operations	Quiz 2
7 Feb	9 Feb	Principles of War and Tenets of Airpower	Quiz 3
14 Feb	16 Feb	Impromptu Briefings	Talking Papers Due
21 Feb	23 Feb	Review	
28 Feb	2 Mar	Midterm Exam	Midterm Exam
7 Mar	9 Mar	SPRING BREAK – NO CLASS	
14 Mar	16 Mar	Career Field Briefings	
21 Mar	23 Mar	Career Field Briefings	
28 Mar	30 Mar	Career Field Briefings	
4 Apr	6 Apr	Making Policy and Strategy (Reading) Air Force Core Values	
11 Apr	13 Apr	Airpower through WWI	Quiz 4
18 Apr	20 Apr	Air Force Leader Oath of Office Human Relations	Quiz 5
25 Apr	27 Apr	Review	
1-6 May		Finals Week	Final Exam

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