The Evolution of Air & Space Power

AS 201 Syllabus

Spring 2018

Loyola Marymount University

AFROTC DET 040



**CAPT JESSICA LANDGRAF**

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**AS 201 – The Foundations of the United States Air Force**

1. **Instructor**

Captain Jessica Landgraf, Assistant Professor of Aerospace Studies

Email: Jessica.landgraf@lmu.edu

Work: (310) 338-2770/5394

Cell: 702-275-1019

Office Hours:1000-1400, Monday-Thursday / Fridays as available

* You are strongly encouraged to set up an appointment, as I frequently have meetings and other obligations during my standard office hours. Drop-ins are welcome, but I cannot guarantee that I will be in my office.
* LMU students should schedule appointments M-Th in order to reserve Friday times for cross-town cadets.
* When possible, we will deal with administrative issues during “Admin Hour” from 0900-0950 on Fridays. Term Counseling appointments cannot be done during Admin Hour. They must be scheduled separately.

2. **Friday Class Times**

AS 201 1000-1050 St Roberts Hall, 233

Leadership Lab 1300-1500 Various Locations

Physical Training 1545-1645 Various Locations

3. **Course Description**

This two-term course, called “The Evolution of USAF Air & Space Power,” is not merely a history course. Instead of focusing on dates and times, it will chronologically examine how the development of U.S. air and space power technologies has contributed to the development of USAF doctrine. Using your textbook, lectures, discussions, and videos, this course will follow air and space power through the twentieth century from the beginnings of aviation to USAF airpower today.

Neither taking this course nor enrolling in Leadership Laboratory obligates you to the USAF. Instead, these courses are an opportunity for you to “try out” the program and determine if AFROTC and the USAF are a good fit for you. If you decide to continue with the program and would like to pursue a career as an Air Force officer, this course is a first step in that process.

4. **Course Objectives**

* Know the key terms and definitions used to describe air and space power
* Comprehend the events, leaders, and technical developments that surrounded the evolution of USAF air and space power
* Demonstrate basic verbal and written communication skills
* Comprehend the Air Force Core Values and examples of their use throughout the evolution of USAF air and space power

5. **Course Text Book(s)**

|  |  |  |
| --- | --- | --- |
|  | Air Force Doctrine Document - 1 | 14 Oct 2011 |
|  | Air and Space Studies 201 | 2015 -2016 |
| AFH 33-337 | *The Tongue & Quill*\* | 1 Aug 2004 |

You will be required to obtain all Air and Space Studies 201 (All reading material, videos, articles, and Samples of Behavior – SOB – for each lesson) at the website http://holmcenter.com. NOTE: students will not be able to register until their information is established within the Air Force's WINGS database. I will notify you once this has been accomplished. If you are non-ROTC student, please see me to obtain a copy of the course materials.

\* An electronic copy of *The* *Tongue & Quill* is available online at the following website: <http://static.e-publishing.af.mil/production/1/saf_cio_a6/publication/afh33-337/afh33-337.pdf>

6. **Preparation**

a. I expect each cadet to read the assigned material before class and to be an active participant in each class discussion. If it is obvious to me that you did not prepare for class by doing the assigned reading, your end-of-semester participation point total will be adjusted accordingly.

b. I expect each cadet to maintain an active knowledge of Air Force and Department of Defense current events. Students should come to class each week prepared to present summary of a current event from the week. You may use any legitimate DOD resource of your choosing as the source for your current event article. Once cadet will be chosen each class to give a 1 minute summary brief on their event.

c. Several administrative deadlines are listed below. You are responsible for meeting these deadlines. Failing to meet any one of the stated deadlines **listed below or in Attachment 1** will result in a 10 point reduction in your end-of-semester participation point total. Unless otherwise stated, all deadlines are the beginning of each class (1000 hrs). Excused absences will not be considered extensions of the administrative deadlines.

Fall 2017 Transcripts due (Week 3: 26 Jan 2018)

Deadline to Schedule Term Counseling (Week 4: 2 Feb 2018)

Deadline to return signed Form 48 (Week 3: 26 Jan 2018)

Deadline to Complete Term Counseling (Week 6: 16 Feb 2018)

\*only scholarship cadets and new AS250s are required to receive term counseling

\*\*only new AS250s need to complete a Sports Physical

**7. Timeliness**

Each cadet will be seated before the scheduled class start time. **If you arrive after the room has been called to attention for the start of class, submit a memorandum for record (MFR) within one week explaining your tardiness.** This MFR must be printed, signed, and turned in at the start of the next class period. Electronically submitted MFRs will not be accepted. Improperly formatted MFRs will be returned to you with corrections. You must resubmit a correctly formatted MFR within one week. Based on your MFR, I will assess your tardiness as excused/unexcused. Failing to submit an MFR will result in an automatic unexcused tardy. Each unexcused late arrival will result in a 10 point reduction in your end-of-semester participation point total. You are permitted to make up quizzes or other assignments that you miss as a result of your tardiness. It is your responsibility to be proactive regarding any make-up work.

**8. Attendance**

If you are an active cadet within the AFROTC program pursuing a commission in the USAF, you must be present at 80% of class sessions to pass. **If you know in advance that you cannot make a class, please call or email to let me know. In addition, submit a memorandum for record (MFR) within one week explaining your absence.** This MFR must be printed, signed, and turned in at the start of the next class period. Electronically submitted MFRs will not be accepted. Improperly formatted MFRs will be returned to you with corrections. You must resubmit a correctly formatted MFR within one week. Based on your MFR, I will assess the absence as excused/unexcused. Failing to submit an MFR will result in an automatic unexcused absence. Each unexcused absence will result in a 20 point reduction in your end-of-semester participation point total. You are permitted to make up quizzes or other assignments that you miss as a result of your absence. It is your responsibility to be proactive regarding any make-up work.

NOTE: If you are participating in AFROTC as a special student (academics only), you are bound by the same rules regarding excused and unexcused absences, but you are not subject to the 80% attendance rule. Your grade will be determined solely by the points you earn in the class.

**9. Dress and Appearance**

Cadets will wear the proper uniform (or civilian equivalent) to class and be in compliance with USAF grooming and appearance standards. You will be dismissed from class if you do not meet these standards. Such a dismissal will be considered the equivalent of an unexcused absence and will result in a 20 point reduction in your end-of-semester participation point total.

**10. Protocol**

a. Whenever the instructor or a more senior officer enters or leaves the classroom, the first person to see the officer will call the class to attention. Each day, a self-appointed class leader will call the class to attention at the beginning of class and report “class is ready for instruction.” Address officers as “sir/ma’am” or by rank. Enlisted personnel should be addressed by their rank.

b. Make sure all computers, cellular phones, and pagers are turned **off** before the start of class. Unless you receive specific permission, electronic devices are not permitted during class time. Failing to shut off your electronics could result in being dismissed from class and receiving an unexcused absence.

c. Using common sense as a guide, eating and drinking are permitted in the classroom. Please clean up after yourselves. Abusing this privilege will result in a no food or drink policy.

d. The classroom is a non-attribution environment and cadets are encouraged to discuss and challenge any theory or opinion in order to enhance the learning process. However, non-attribution does not relieve cadets from the responsibility for proper respect towards one another, and for the military chain of command.

e. Unless specifically stated otherwise, you are expected to respond to any emails from detachment cadre within 72 hours. If you fail to acknowledge an email within 72 hours it will result in a 5 point reduction in your end-of-semester participation point total.

**11. Grades**

**Activity**  **Points (% of Overall Grade)**

Midterm Exam 250 25%

Final Exam 250 25%

Air & Space Briefing 150 15%

Persuasive Briefing 100 10%

Bullet Background Paper 100 10%

Required MFR x2 (25 points ea) 50 5%

Participation 100 10%

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**Total 1000 100%**

1. To meet AFROTC academic standards, you must receive a "C-" (700 points) or better in this course. If you do not earn at least 700 points, you will not be permitted to continue in AFROTC. AS classes cannot be taken on a pass/fail basis.

Grading Scale (total points):

1000-920 = A 799-780 = C+

919-900 = A- 779-720 = C

899-880 = B+ 719-700 = C-

879-820 = B 699-600 = D

819-800 = B- 599 and below = F

1. If you have an idea for an outside project that you think deserves extra credit, please talk to me about prior to 30 Mar 18. I encourage you to take initiative and be creative in this endeavor. Please note that students with **unexcused** absences or **unexcused** tardies are not eligible for extra credit.
2. Cheating and plagiarism will NOT be tolerated. Students who commit any offense will receive a failing grade and may be dismissed from AFROTC.

**12. Exams**

a. Exams are derived directly from each lesson’s samples of behavior (SOB). If you can correctly answer the SOBs from the readings and class lecture, you will do well on the exams. Please note that some SOBs will only be covered in your readings and will not be explicitly discussed during the class lecture, and some SOBs are not covered in the readings and are only covered in the lecture. If you have any questions about the SOBs, please do not hesitate to ask.

b. The midterm exam will cover the material from the first half of the semester. The final exam will cover material from the second half of the semester. **The final exam is not cumulative**. Exams may include multiple choice, matching, fill in the blank, and short answer questions.

c. Cadets are expected to take exams during the scheduled exam period. Make-up exams will be scheduled on a case-by-case basis.

d. As undergraduate students, all exams will be designed to test up to the application level.

**13. Communication Assignment (Bullet Background Paper)**

a. You will compose 1-2 page bullet background paper (see the *Tongue & Quill* for formatting guidance) **on a specific USAF Air or Space system from Lesson 14**. Each cadet must choose a different topic for this assignment. Topics must be chosen in class on Friday, 19 Jan. Failure to select AND CONFIRM your topic with me by the deadline will result in a loss of 10 class participation points. More information on this assignment, including a sample BBP and a grading rubric, will be provided in class during the “Communication Skills” lesson on Friday 26 Jan 17.

b. Your Bullet Background Paper should include a brief history of the system, it’s intended use, operational success, and operating locations (both CONUS and OCONUS). Your research should come from the student reading as well as any credible UNCLASSIFIED source (e.g. Janes, af.mil, Lockheed Martin, Boeing, Northrup Grumman, etc.)

c. Your written assignment must be turned in at the start of class on the day it is due. Late assignments may be turned in at the detachment or at the start of the next class period. Late assignments will be penalized with a one letter grade reduction each week.

**14. Communication Assignment (Prepared Briefing)**

a. You will prepare a 3-5 minute briefing on your chosen **USAF Air or Space system from Lesson 14**. The content of your briefing will coincide with your Bullet Background paper. Be sure to add photos/graphics and have a clear understanding of the system’s role in Air and Space power. Students should deliver the briefings using the standard military briefing format: introduction, body, and conclusion. All briefing assignment PowerPoint presentations must be emailed to me no later than 1200 on Thursday, 1 Feb 18. I will ensure that your briefing is loaded and ready to present on the day you are scheduled to give your briefing. Videos are permitted, but will not count towards your total time and must be shorter than 1 minute long. **If you do not send me your slides in advance, you will give your presentation with no visual aids and your grade will be reduced by one letter grade.**

b. You will also be required to present one 2-3 minute persuasive briefing on a topic of your choosing. Your APAS has a list of examples. Topics must be appropriate for AFROTC/academic environments and must be approved by Friday, 23 Feb 18. 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, while focusing on persuading the audience on the topic. The body will discuss those three main points and add detail. The conclusion will restate the topic and three main points that were covered. All briefing assignment PowerPoint presentations must be emailed to me no later than 1200 on Thursday, 22 Mar 18. I will ensure that your briefing is loaded and ready to present on the day you are scheduled to give your briefing.

c. Sample slides and a grading rubric will be disseminated in class during Week 1 or 2.

**16. Required Memorandums for Record (MFRs)**

You will be required to turn in two additional documents – MFR format – this semester. On 16 Mar, you will provide me with a detailed list of your academic, AFROTC, and community service accomplishments. On 27 Apr, you will provide me with your feedback on the AS 200 course. As a class, you will be expected to determine a standardized format for each MFR. Once the class has an approved standardized template, your grade will be based on your adherence to the standardization.

**17. Term Counseling and Academic Review**

A scheduled counseling session provides you an opportunity to discuss any AFROTC-related issues with your instructor. Please use this time to ask questions about the opportunities that are available to you in AFROTC and upon commissioning in the USAF. During this time, your instructor will review your transcripts and academic plan (Form 48), verify your eligibility to participate in AFROTC, and discuss with you ways to maximize your potential at Field Training in summer 2018. It is your responsibility to ensure you obtain and maintain all eligibility standards. Any failure to meet standards may result in dismissal/disenrollment from AFROTC.

All contracted cadets and new AS250s must SCHEDULE an appointment with me **by COB Friday, 26 Jan 18**. All counseling sessions must be COMPLETED **before Friday, 16 Feb 18**. Failure to schedule or complete your term counseling session by the stated deadlines will result in a loss of class participation points, and jeopardize your continued participation in the AFROTC program. Keep in mind that Friday appointments may be limited, and an effort must be made to accomplish these counseling sessions throughout the week.

No later than Week 2, please provide me with a complete, readable transcript (may be unofficial) for **ALL** college courses attempted whether or not they were accepted for transfer credit or not. These transcripts must include both term and cumulative GPAs and they must have your name printed on them. Documents that appear to be copied and pasted, or documents that do not have your name clearly printed on them will NOT be accepted. In addition, you must provide me proof of Spring 2018 enrollment in at least 12-credit hours. Finally, please bring any other delinquent administrative paperwork to your counseling. The records review process is ongoing throughout the term; you are encouraged to stop by the NCO office to review the completeness of your record prior to our appointment. Finally, your Form 48 must be updated and signed (in the “Spring Term Reevaluation” area) by your school’s academic advisor each Spring semester. I will not conduct a term counseling session with you unless I have your signed Form 48.

**18. Attachments**

Attachment 1: AS 201 Course Outline

Attachment 2: Class Tardiness/Absence MFR

Attachment 3: Other Important AFROTC responsibilities

**Attachment 1**

***AS 201 Course Outline--Spring 2018 (Subject to change!)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| LLAB | Date | Topic | Administrative Deadlines | Homework Assignment |
| 1 | 12 Jan | Lesson 11: Intro to AS 200 |  | Read Lesson 12 |
| 2 | 19 Jan | Lesson 12: The US Constitution | Must be PT eligible  Academic transcripts due  Select Communication Assignments TODAY | Review T&Q Chapters 2, 10, 16  Read Lesson 13 |
| 3 | 26 Jan | Lesson 13: Civilian Control of the Military | Term Counseling must be scheduled  Signed Form 48 due | Read Lesson 14  Finalize BBP and Prepared Briefing |
| 4 | 2 Feb | Communication Assignment/Lesson 14: Air & Space System Capabilities Student Briefings |  | **BBP & Prepared Briefings due TODAY**  Read Lesson 15 |
| 5 | 9 Feb | Communication Assignment/Lesson 14: Air & Space System Capabilities Student Briefings |  | Read Lesson 15 |
| 6 | 16 Feb | Lesson 15: Force Packaging | Term Counseling Complete | Study SOBs for Midterm Exam |
| 7 | 23 Feb | **MIDTERM EXAM** |  | Read Lesson 16 |
| 8 | 2 Mar | Lesson 16: Intro to Leadership Theory |  | Read Lesson 17 |
| 9 | 9 Mar | **NO CLASS**  **SPRING BREAK** |  | Finish Accomplishments MFR |
| 10 | 16 Mar | Lesson 17: Leadership Fundamentals |  | **Accomplishments MFR due TODAY**  **Finish Persuasive Briefing** |
| 11 | 23 Mar | **PERSUASIVE BRIEFINGS** |  | **Persuasive Briefings due TODAY** |
| 12 | 30 Mar | **NO CLASS** | **EASTER BREAK** |  |
| 13 | 6 Apr |  |  | Study SOBs for Final Exam |
| 14 | 13 Apr |  |  |  |
| 14 | 20 Apr | Exam Review |  | Finish your Feedback MFR |
| 15 | 27 Apr | **FINAL EXAM** |  | **AS 200 Feedback MFR Due TODAY** |

***\*\* COURSE OUTLINE MAY BE CHANGED AT THE INSTRUCTOR'S DISCRETION \*\****

**Attachment 2** *[Do not include this in your MFR to me!*]

|  |  |
| --- | --- |
|  | **AIR FORCE ROTC DETACHMENT 040**  **LOYOLA MARYMOUNT UNIVERSITY** |

DD Month YY

MEMORANDUM FOR DET040/AS 200 APAS [*Note two spaces after “FOR”*]

FROM: C/Rank Full Name [*Note capitalization*]

SUBJECT: Aero 200 Letter of Absence (or Aero 200 Letter of Tardiness)[*Choose one!*]

1. I was absent (or tardy) on DD Month YY.

2. I was absent (or tardy) because…[*State your reason in a* ***single*** *complete sentence.*]

3. I should be excused because…[*Use complete sentence(s). If you cannot justify why your absence or tardy should be excused, simply type: This absence (tardy) should not be excused.*]

4. I notified my instructor, Maj Albiston, on DD Month YY (in person) or (via email) or (over the telephone). [*Choose one!*]

5. I understand that in order to pass Aero 200 I must attend at least 80% of scheduled classes. I will make up the work missed due to my absence (or tardiness).

6.If there are any questions I can be reached at (###) ###-#### or by email at [mymail@server.com](mailto:mymail@server.com).

[*Insert 4 lines here*]

[*Ensure your signature is on the 4th line*] [Sign here in pen!]

[*The signature block begins on the 5th line]* FIRST M. LAST, C/Rank, AFROTC

Duty Title (Ex. Echo Flight Cadet)

1st Ind, Det 040/AS 200 APAS

MEMORANDUM FOR RECORD

Your Aero 200 absence (or tardiness) was excused / unexcused.

[*Insert 4 lines here*]

[*The signature block begins on the 5th line]* MELINDA C. ALBISTON, Maj, USAF

Assistant Professor of Aerospace Studies

**Attachment 3: Other Important AFROTC Responsibilities**

1. **Term counseling**: If you are a brand new cadet this semester or you are a contracted cadet you must schedule a term counseling with your AS instructor at the beginning of the semester or quarter (for those on the “quarter system.”) The deadline to sign up for an appointment with Maj Albiston is 27 January. The counseling session should occur as early as possible, but no later than LLAB 5. Make sure you are on time and in uniform. LMU cadets should schedule their counseling sessions Monday-Thursday, to reserve Fridays for cross-town cadets.

2. **Academic records**:

1. Forward your last term grades to the Det (the form **must show term and cumulative GPA**)
2. Update your AFROTC Form 48 (academic plan), ensuring your academic advisor signs it

3. **Immediate notification**: You must notify the Det within 72 hours if any of the following occurs:

1. You have any interaction with civil, school or military law enforcement, including traffic tickets/warnings, alcohol charges, interviews, etc.--even if charges are subsequently dropped
2. You have an incident involving possession, use or sale of illegal drugs
3. Your medical condition/status changes (illness, broken bone, etc.)

4. **ASAP notification:** You must notify me as soon as possible if you:

1. Desire to change majors
2. Desire to withdraw from any course (especially if the change reduces you to less than full-time student status—usually twelve semester hours)
3. Are having academic problems
4. Are placed on any type of probation by your university
5. Anticipate a term or cumulative GPA of less than 2.5
6. Anticipate receiving a "F" or an “I” in any course
7. Anticipate a "D" for a course that will require you to retake that course
8. Anticipate a change in your date of graduation

**These notification requirements are essential for contract/scholarship cadets, and if not followed, can result in the loss of scholarship and possible dismissal from AFROTC.**