

16 Sep 08

TO: ASC Committee on Curriculum and Instruction

FROM: Air Force ROTC, Air Science Department

Proposal for an Air Science Minor

Introduction:

Air Force ROTC students at The Ohio State University work hard to become leaders in the United States Air Force. Ultimately they receive a commission, but no academic recognition is given for the challenging coursework they have completed.

Purpose:

We here in the Air Science Department feel that students deserve the academic recognition they have earned. On average, students complete approximately 24 Air Science credit hours. This figure does not include a rigorous four week Field Training Exercise, twice weekly Physical Training sessions every quarter, and various other activities required to become an officer in the United States Air Force. Most of these courses do not apply towards their College Major, so as a result students receive no academic recognition for completion of this rigorous program. In light of these facts, we recommend that the university approve this Air Science Minor.

Curriculum:

In keeping with university directives, students must complete the following prerequisites to the minor:

AS 101*	The Foundations of the United States Air Force-I	1 CH
AS 102*	The Foundations of the United States Air Force-II	1 CH
AS 103*	The Foundations of the United States Air Force-III	1 CH

* = Students can also receive credit by attending an extended academic session sponsored by AFROTC during their summer Field Training.

Students must then complete 21 credit hours from the following course listing in order to earn a Minor in Air Science:

AS 201	The History of Air Power (1880 – 1945)	1 CH
AS 202	The History of Air Power (1946 – 1989)	1 CH
AS 203	The History of Air Power (1990 – 2007)	1 CH
AS 301	Air Force Leadership Studies-I	3 CH
AS 302	Air Force Leadership Studies-II	3 CH
AS 303	Air Force Leadership Studies-III	3 CH
AS 401	National Security Affairs	3 CH
AS 402	Regional Area Studies	3 CH
AS 403	Active Duty Issues	3 CH

These courses deal specifically with the Air Force's structure, history, and approach towards organizational leadership, problem solving skills, National Security and are designed to enhance every aspect of a student's understanding of these principles and techniques. In addition, to receive the minor of Air Science, students must achieve a grade of C- or higher in each course in the minor and an overall 2.0 GPA in the minor.

Enrollment:

Typically there are approximately 150 students enrolled in Air Science courses. We feel that this Minor would attract approximately twenty-five additional students per year.

Implementation:

The Council on Academic Affairs already approved the Minor in Air Science (see attached letter) and 12 of our 27 Spring 08 graduates were able to successfully receive the minor in time for graduation. Our goal this year is that all 29 projected graduates are able to receive the minor if they meet the academic requirements outlined above.

// signed //

WILLIAM D. HOLL, Capt, USAF
Education Officer

-----Original Message-----

From: Smith, Randy [mailto:smith.70@osu.edu]

Sent: Saturday, January 19, 2008 3:26 PM

To: Mike Owens

Cc: Dutta, Lakshmi; Kay Halasek; Smith, Randy; Alutto, Joe; Garland, Martha; Royster, Jacqueline; Sherman, Michael; Adelson, Edward (.3); Myers, Brad (.7); dickhaut.1@osu.edu; Royster, Jacqueline

Subject: Minor in Air Science

Captain Owens:

At its meeting on January 9, 2008, the Council on Academic Affairs approved the proposal to establish a Minor in Air Science. Professor E. Kay Halasek and I, as Chair and Co-chair of the Council, presented the proposal on your behalf.

No additional level of review/approval is necessary - the minor program can be implemented immediately. This action will be included in the Council's next Annual Activities Report to the University Senate in June 2008.

This message represents my formal communication with you about this proposal. Please keep a copy for your file(s) and I will do the same for file in the Office of Academic Affairs.

If you have any questions about this action please contact Professor Halasek (halasek.1@osu.edu) or me.

Congratulations on the successful completion of the review/approval process!

Randy

W. Randy Smith
Vice Provost

AIR SCIENCE

minor (042)

A Minor in Air Science is for students who seek to improve and challenge themselves on a daily basis. Students will experience realistic, dynamic training designed to teach values and skills essential for leaders in every organization. Courses are “hands on,” with an emphasis on leadership application through practical experience. Students practice techniques while assigned to leadership roles within the Cadet Organizational Structure. In addition, courses are designed to instill professional ethics and familiarize participants with principles of physical fitness and a healthy lifestyle. Ultimately, the program explores the dynamics of leading in a complex environment and prepares students to analyze, manage, and adapt to change. The end state of the program is for students to be adaptive leaders with the confidence in their ability to lead, make decisions, and motivate subordinates.

For more information contact:

Department of Air Force Aerospace Studies
353 Converse Hall
2121 Tuttle Park Place
Columbus, OH 43210
(614) 292-5441
<http://afrotc.osu.edu/>

The Air Science Minor consists of the following courses: 21 hours

Air Science	201	The Evolution of USAF Air & Space Power to WWII (1)
Air Science	202	The Evolution of USAF Air & Space Power, 1945 - 1989 (1)
Air Science	203	The Evolution of USAF Air & Space Power, 1989 - present (1)
Air Science	301	Air Force Leadership Authority & Responsibility (3)
Air Science	302	Leadership & Accountability (3)
Air Science	303	Officer Development & Professionalism (3)
Air Science	401	National Security & the Strategy Making Process (3)
Air Science	402	Regional Area Studies (3)
Air Science	403	Preparation for Active Duty (3)

Restrictions and General Information:

This minor is open to students enrolled in ROTC or by permission of department chair.

1. A minimum overall GPA for courses comprising the minor shall be 2.0
2. Removal from the program will result for students who fail any minor course.
3. A grade of C- or higher is required in each course of the minor.
4. Students should declare their minor prior to accumulating 90 total credit hours.



THE EVOLUTION OF USAF AIR AND SPACE POWER
AEROSPACE SCIENCE 201
COURSE SYLLABUS
(FALL 2008)

COURSE MEETING TIMES:	TIME	LOCATION (CONVERSE HALL)
Tuesday	0705-0753	Rm 210
Thursday	1330-1418	Rm 202
INSTRUCTOR:		Capt Edward Emerson
OFFICE PHONE/ HOME PHONE:		292-9469/513-258-8611
E-MAIL:		emerson.49@osu.edu
OFFICE HOURS:		By Appointment: Monday-Friday 0800-1600
OVERVIEW:		
<p>The AS 200 course you will be completing this academic year (AS201, AS202, and AS203) is a course designed to examine general aspects of air and space power through a historical perspective. Utilizing this perspective, the course covers a time period from the first balloons and dirigibles to the space-age global positioning systems of the Persian Gulf War. Historical examples are provided to extrapolate the development of Air Force capabilities (competencies), and missions (functions) to demonstrate the evolution of what has become today's USAF air and space power. Furthermore, the course examines several fundamental truths associated with war in the third dimension: e.g. Principles of War and Tenets of Air and Space Power. As a whole, this course will provide you with a knowledge level understanding of the general element and employment of air and space power, from an institutional, doctrinal, and historical perspective. In addition, you will be inculcated into the Air Force Core Values (Integrity First, Service Before Self, and Excellence in All We Do) with the use of operational examples. Also, you will conduct several writing and briefing exercises to meet Air Force communication skills requirements throughout the academic year. The Fall Quarter covers The Evolution of Airpower through WWII (1783-1945).</p>		
COURSE GOALS/OBJECTIVES:		
<ul style="list-style-type: none"> • KNOW the key terms and definitions used to describe air and space power. • KNOW the events, leaders and technical developments, which surrounded the evolution and employment of USAF air and space power. • DEMONSTRATE basic verbal and written communication skills. • KNOW the Air Force core values and examples of their use throughout the evolution of US Air and Space power. 		
REQUIRED TEXTS: (PROVIDED)		
http://yourwritingguru.com/		Log in: cadet
AFROTC Cadets		Password: arnold
Tongue & Quill		AFH 33-337
QUARTERLY COUNSELING:		
<p>Scheduled quarterly counseling is required of all AFROTC students not later than 24 Oct 08. I will attach a master copy of appointments to my office door located on the Third Floor of Converse Hall.</p>		
WEARING THE UNIFORM:		
<p>You are required to wear your uniform on all Thursday's during the quarter. Read the Cadet Operation Orders for specific uniform instructions for the week. Tuesday students <i>do not have to wear their uniform to class</i>, however you are still required to maintain proper CLASSROOM PROCEDURES as discussed in the first class.</p>		

GRADING:		
Mid-term	30%	30 points
Final Exam	30%	30 points
Participation	10%	10 points
Individual Written Assignment	15%	15 points
Presentation	15%	15 points
Class Participation:		
<p><i>Actively participate in class discussions</i>, and please respect the ideas presented by others! Attendance comprises a portion of your participation grade. 80% class attendance is MANDATORY! If you cannot attend a class, <i>make an effort</i> to attend the other class session offered in AS 201 for that week (NOTE: Inform the instructor when this occurs). If a conflict arises, please coordinate the excused absence with the instructor before the class period. Any uncoordinated absences will result in an unexcused absence. For each class you attend (Tardiness results in a 0.5 point reduction) and actively participate in (EX: answering a question) you will receive 1 point. There will be a total of 10 participation points available in the quarter. This is important because as future officers you need to constantly develop your communication skills, and the classroom setting provides the perfect place to practice making well thought out questions/comments.</p>		
Individual Written Assignment:		
<p>You are to write a BULLET BACKGROUND PAPER (BBP) describing your thoughts on how air power should develop in the 21st Century. The BULLET BACKGROUND PAPER format is described in your "TONGUE & QUILL: (AFH 33-337, dated 1 Aug 04), on pages 211-213. The MINIMUM/MAXIMUM length for this paper is 1 to 2 pages (12-point font required). NOTE: The writing assignment will be due on either 23 or 28 Oct.</p> <p style="text-align: center;">(GRADING)</p> <ul style="list-style-type: none"> • FORMAT: 1-inch margins; double spaced; identification line; page numbers; 1-2 pages • INTRODUCTORY PARAGRAPH: Clear statement of purpose • BASIC DISCUSSION: Cohesive, single-idea paragraphs • CONCLUSION/SUMMARY: Summarize • IMPACT: Logical flow to paper; insightful analysis 		
Presentation - SAME TOPIC as WRITTEN ASSIGNMENT		
<p>Your Oral Presentation will be 3-4 minutes in duration consolidating the material in your BULLET BACKGROUND PAPER. For every 20 seconds over 4 minutes you will lose 0.5 points, and for every 20 seconds under 3 minutes you will lose 0.5 points. We may need to stop your presentation, excluding the question and answer period, if it goes over 6 minutes. Use of power point slides is highly encouraged. All presentations will be given from 30 Oct to 4 Dec as class time becomes available.</p> <p style="text-align: center;">(GRADING)</p> <ul style="list-style-type: none"> • ATTENTION/OVERVIEW: State your name, then cover the main points listed on your BBP in a clear distinct fashion. • MOTIVATION: Establish a need for your classmates to listen; get them interested. • CONTENT: Clear organization; is topic well supported; is it presented at the appropriate level? • SUPPORT: Cite any sources utilized; state them to your classmates. • QUESTIONS: Ask for them and be prepared to answer them. 		

General course instructions regarding academic and classroom policies are found in the Air Force Aerospace Studies General Course Instructions attached to this syllabus.

Schedule for AS201 - Fall Quarter 2008		
Lesson	Dates	Lesson Information
1	25 & 30 Sep	Introduction to AS201/ Course Administration OBJECTIVE: Know the AS201 course material to be covered and course requirements to be met. PREPARATION: None.
2 & 3	2 & 7 Oct	Air and Space Power Defined OBJECTIVE: Know the definition of Air and Space Power and the components that help describe it. PREPARATION: Slides on Carmen & http://yourwritingguru.com/ Early Flight - World War I OBJECTIVE: Know the key events and personalities, which formed the history of the United States Air Force from lighter-than-air aviation to the beginning of World War I. PREPARATION: Slides on Carmen & http://yourwritingguru.com/
4	9 & 14 Oct	Advent of the Air Age: World War I (1914-1918) OBJECTIVE: Know the significance of airpower prior to and during World War I. PREPARATION: Slides on Carmen & http://yourwritingguru.com/
5	16 & 21 Oct	The Interwar Years OBJECTIVE: Know the significance of airpower during the Interwar Years. PREPARATION: Slides on Carmen & http://yourwritingguru.com/
TEST	23 & 28 Oct *BBP Due*	In-class Midterm *Presentations*
6	30 Oct & 4 Nov	Airpower in WW II OBJECTIVE: Know the level of American preparation for WWII in 1940 and 1941. PREPARATION: Slides on Carmen & http://yourwritingguru.com/ *Presentations*
7	6 & 18 Nov	The European Theater in WW II OBJECTIVE: Know how airpower was employed in the European Theater during World War II. PREPARATION: Slides on Carmen & http://yourwritingguru.com/ *Presentations*
8	13 & 25 Nov	The Pacific Theater in WW II OBJECTIVE: Know how airpower was employed in the Pacific Theater during World War II. PREPARATION: Slides on Carmen & http://yourwritingguru.com/ *Presentations*
TEST	20 Nov & 2 Dec	Final Exam - Not Comprehensive *Presentations*

NOTE: Classes will not be held on 11 and 27 Nov.

AIR FORCE AEROSPACE STUDIES GENERAL COURSE INSTRUCTIONS 08-09

PURPOSE: The purpose of the General Course Instructions are to ensure that all Aerospace Studies students are informed on Air Force ROTC and Detachment 645 academic and classroom policies.

CLASSROOM PROCEDURES:

This instruction provides direction on the following important areas:

- Calling the room to attention:

-- Cadets will call the room to attention when the instructor enters and departs the classroom.

- Eating in the classroom:

-- Cadets are allowed to eat and drink during class if it does not disturb class. If a class is disrupted, the privilege will be taken away. This privilege can also be revoked if it creates a mess in the classroom.

- Attendance:

-- **80%** attendance is **MANDATORY!** Less than 80% attendance will result in a failing grade.

-- Written excuse letters are required within 72 hours of absence to be considered by the instructor as an excused absence. The instructor will make a case-by-case determination whether an absence is excused. Oversleeping and minor illness (unless accompanied by note from a medical professional) will not be considered a valid excuse.

-- Whenever possible, cadets will notify their instructors in advance of any circumstances which may cause prolonged absence from class.

- Tardiness:

-- All students are expected to arrive to class on time. Cadets arriving late will enter the class with minimal disruption and promptly take a seat. The cadet will see the instructor immediately after class to explain the tardiness. Instructors will handle tardiness on a case-by-case basis, but the instructor has the option of giving the student zero participation points for the class.

TESTABLE AREAS: The Samples of Behavior (SOB) for each lesson identify the testable material. The information for each SOB will be included in the reading assignments, instructor lectures, guest speakers, handouts, films, or videos.

FINAL EXAMS: Final examinations will normally be taken by the student at the time published by the university for that particular Air Science course. If a particular Air Science course has more than one offered examination time, students may elect to take the final exam at whichever time is most convenient for them. In the event one of these scheduled times does not fit into the student's overall final exam schedule, he/she may request relief from the instructor, and take the exam in the scheduled exam period for one of the other Air Science courses.

ASSIGNMENTS: Assignments are due on the day indicated. Unexcused late submissions **WILL** result in a lower grade. This will be dealt with on a case-by-case basis, but normally the assignments will be reduced one letter grade per day late.

REQUESTS FOR EXTENSIONS: Students who experience difficulties in meeting course requirements due to unusual circumstances may request time extensions from their instructors. The instructor will consider each situation on a case-by-case basis. Students **MUST** comply with the established course-required times until the instructor grants a time extension. In short, make NO assumption that the instructor will automatically grant a time extension.

CLASS PARTICIPATION: Class participation is an important **GRADED** part of all Air Science courses. This grade is based on your attendance and the instructor's evaluation of your preparation, attention, and active participation in class. Being present may not earn you any class participation points – attendance and **active involvement** are necessary for participation points. Active participation is an essential element of leadership.

INITIAL AND QUARTERLY COUNSELING: All AFROTC cadets will be counseled by their instructor on a quarterly basis. The higher numbered course instructor will conduct counseling for dual-enrolled students. **ALL** contract/new cadets should have their quarterly/initial counseling completed **NOT LATER THAN** the following dates:

Autumn 2008	24 October 2008
Winter 2009	6 February 2009
Spring 2009	1 May 2009

Other students will be counseled by the last day of classes and before the start of final exams, or as stipulated by the course instructor. Additional counseling will be scheduled as required. Special students are invited to schedule counseling sessions if desired.

SPECIAL NEEDS: Any student with disabilities who needs accommodation in this course is encouraged to speak with the instructor as soon as possible to make appropriate arrangements for these accommodations.

GRADING CRITERIA: The grade determination criteria applied to all AFROTC Air Science courses is The Ohio State University standard. It is repeated below for informational purposes.

GRADE PERCENTAGE

A	93 – 100
A-	90 – 92
B+	88 – 89
B	83 – 87
B-	80 – 82
C+	78 – 79
C	73 – 77
C-	70 – 72
D+	68 - 69*
D	60 - 67*
E	59 and below*

*- Investigate for Disenrollment

Communication Skills Plan
AFROTC Det 645
The Ohio State University

	AS100	AS200	AS300	AS400
Autumn	<p>Oral: 5-7 min group briefing with slides (suggested topic: current AF or university issue)</p> <p>Written: Official memorandum</p>	<p>Oral: 3-4 minute briefing with overview slide</p> <p>Written: Bullet Background Paper (suggested topic: 21st Century Air Force)</p>	<p>Oral: 5-7 min informative briefing (suggested topic: Critical analysis of editorial or commentary)</p> <p>Written: Talking Paper on same topic.</p>	<p>Oral: 5-9 minute Advocacy Briefing on Suggested Military Issue Topics with full visual aid</p> <p>Written: Position Paper on the same subject</p>
Winter	<p>Oral: 2-3 minute impromptu speech (individual)</p> <p>Written: Official e-mail</p>	<p>Oral: 3-4 minute briefing with overview slide</p> <p>Written: Official Memo (suggested topic: AFSC)</p>	<p>Oral: Facilitate a case study in class</p> <p>Written: Official memo w/ attached 1-2 page position paper on counseling scenario</p>	<p>Oral: 2 day team presentation with full visual aid (suggested topic: current issue in world regions and its importance to military ofcers)</p> <p>Written: EPR/OPR</p>
Spring	<p>Oral: 7 minute individual briefing with visual-aids (suggested topic: "Current events")</p> <p>Written: Talking Paper on the same topic</p>	<p>Oral: 5-7 minute briefing with full visual (suggested topic: Air Force Bases)</p> <p>Written: Personal Letter: (suggested topic: Desired bases)</p>	<p>Oral: Impromptu Speech and Facilitate a case study from the front of the classroom</p> <p>Written: In-Turn Memo on the positive/negatives of the condition of the cadet corps</p>	<p>Oral: None</p> <p>Written: OPR/EPR bullets Award Citation</p>

AEROSPACE SCIENCE 202 COURSE SYLLABUS
(WINTER 2008)

COURSE MEETING TIMES:	TIME	LOCATION (CONVERSE HALL)
Tuesday	0705-0753	Rm 210
Thursday	1330-1418	Rm 202
INSTRUCTOR:		Capt Edward Emerson
OFFICE PHONE/ HOME PHONE:		292-9469/513-258-8611
E-MAIL:		emerson.49@osu.edu
OFFICE HOURS:		By Appointment: Monday - Friday 0800-1600
OVERVIEW:		
<p>The AS 200 course you will be completing this academic year (AS201, AS202, and AS203) is a course designed to examine general aspects of air and space power through a historical perspective. Utilizing this perspective, the course covers a time period from the first balloons and dirigibles to the space-age global positioning systems of the Persian Gulf War. Historical examples are provided to extrapolate the development of Air Force capabilities (competencies), and missions (functions) to demonstrate the evolution of what has become today's USAF air and space power. Furthermore, the course examines several fundamental truths associated with war in the third dimension: e.g. Principles of War and Tenets of Air and Space Power. As a whole, this course will provide you with a knowledge level understanding of the general element and employment of air and space power, from an institutional, doctrinal, and historical perspective. In addition, you will be inculcated into the Air Force Core Values (Integrity First, Service Before Self, and Excellence in All We Do) with the use of operational examples. Also, you will conduct several writing and briefing exercises to meet Air Force communication skills requirements throughout the academic year. The Winter Quarter covers Airpower in the Cold War Era (1945-1989) Student Study Guide Lessons 5-6.</p>		
COURSE GOALS/OBJECTIVES:		
<ul style="list-style-type: none"> • KNOW the key terms and definitions used to describe air and space power. • KNOW the events, leaders and technical developments, which surrounded the evolution and employment of USAF air and space power. • DEMONSTRATE basic verbal and written communication skills. • KNOW the Air Force core values and examples of their use throughout the evolution of US Air and Space power. 		
REQUIRED TEXTS: (PROVIDED)		
American Military Aviation- The Indispensable Arm	Charles Gross	
Introduction to the United States Air Force	T-211	
Cadet Study Guide	T-213	
Tongue & Quill	AFH 33-337	
QUARTERLY COUNSELING:		
<p>Scheduled quarterly counseling is required of all AFROTC students not later than 1 Feb 08. I will attach a master copy of appointments to my office door located on the Third Floor of Converse Hall.</p>		
WEARING THE UNIFORM:		
<p>You are required to wear your uniform on all Thursday's during the quarter. Read the Cadet Operation Orders for specific uniform instructions for the week. Tuesday students <i>do not have to wear their uniform to class</i>, however you are still required to maintain proper CLASSROOM PROCEDURES as discussed in the first class.</p>		

GRADING:		
Mid-term	30%	30 points
Final Exam	30%	30 points
Participation	10%	10 points
Individual Written Assignment	15%	15 points
Presentation	15%	15 points
Class Participation:		
<p><i>Actively participate in class discussions</i>, and please respect the ideas presented by others! Attendance comprises a portion of your participation grade. 80% class attendance is MANDATORY! If you cannot attend a class, <i>make an effort</i> to attend the other class session offered in AS 202 for that week (NOTE: Inform the instructor when this occurs). If a conflict arises, please coordinate the excused absence with the instructor before the class period. Any uncoordinated absences will result in an unexcused absence. For each class you attend (Tardiness results in a 0.5 point reduction) and actively participate in (EX: answering a question) you will receive 1 point. There will be a total of 10 participation points available in the quarter. This is important because as future officers you need to constantly develop your communication skills, and the classroom setting provides the perfect place to practice making well thought out questions/comments.</p>		
Individual Written Assignment:		
<p>You are to write an OFFICIAL MEMO describing a job (AFSC) in the Air Force. The OFFICIAL MEMO format is described in your "TONGUE & QUILL" (AFH 33-337, dated 1 Aug 04), on pages 183-184. The MINIMUM/MAXIMUM length for this paper is 1 to 2 pages (12-point font required). NOTE: The writing assignment will be due on 31 Jan & 4 Mar.</p> <p style="text-align: center;">(GRADING)</p> <ul style="list-style-type: none"> • FORMAT: 1-inch margins; double spaced; page numbers; 1-2 pages • INTRODUCTORY PARAGRAPH: Purpose statement and overview • MAIN IDEAS: Facts and support • CONCLUSION/SUMMARY: Summarize • IMPACT: Logical flow to paper; insightful analysis 		
Presentation - SAME TOPIC as WRITTEN ASSIGNMENT		
<p>Your Oral Presentation will be 3-4 minutes in duration consolidating the material in your OFFICIAL MEMO. For every 20 seconds over 4 minutes you will lose 0.5 points, and for every 20 seconds under 3 minutes you will lose 0.5 points. Use of power-point slides is highly encouraged and usually helps your briefing. All presentations will be given between 31 Jan & 4 Mar. To preclude hearing about the same Air Force job over and over, only one person will be allowed to brief each AFSC in each class.</p> <p style="text-align: center;">***AN AFSC SIGNUP SHEET WILL BE POSTED ON MY OFFICE DOOR***.</p> <p style="text-align: center;">(GRADING)</p> <ul style="list-style-type: none"> • ATTENTION/OVERVIEW: State your name and your TOPIC. Then cover the main points listed on your OFFICIAL MEMO in a clear distinct fashion. • MOTIVATION: Establish a need for your classmates to listen; get them interested. • CONTENT: Discuss any mandatory or desirable degree requirements required to enter the career field. Talk about Technical School location(s) and length. Go over possible basing locations. Describe a normal day in the career field and usual TDY requirements/deployments. • SUPPORT: Cite any sources utilized; state them to your classmates. (Hint: Look at AFI 36-2105, Officer Career Guide at the AFPC website, and the AFPC website for your AFSC.) • QUESTIONS: Ask for them and be prepared to answer them. 		

WRITTEN/ORAL TOPICS FOR AS 202		
Air Battle Management	Communication/Com Officer	Contracting Officer
Air Traffic Control	Combat Control Officer	Financial Management Officer
Space/Missile	Public Affairs Officer	Pilot
Intelligence	Personnel/Manpower/Svcs	Navigator
Weather	Nurse	OSI
Aircraft/Munitions MX	Scientific Officer	Aerospace Physiologists
Logistics Readiness Officer	Aeronautical Engineer	Bioenvironmental Engr
Missile Maintenance	Astronautical Engineer	Physical Therapist
Security Forces Officer	Computer Engineer	Dietician
Civil Engineer (Architect)	Electrical Engineer	Health Physicists
Civil Engineer (Mechanical)	Project Engineer	Health Services Admin
Civil Engineer (General)	Mechanical Engineer	
Civil Engr (Environmental)	Acquisition Management	

*****In your written and oral presentation, talk about any entry requirements for the career field, where and how long training is, what a normal work day would be like, and bases you could be stationed after training.*****

General course instructions regarding academic and classroom policies are found in the Air Force Aerospace Studies General Course Instructions attached to this syllabus.

Schedule for AS202 – Winter Quarter 2008

Lesson	Dates	Lesson Information
9	3 & 8 Jan	<p>Introduction to AS202/Course Administration OBJECTIVE: Know the AS202 course material to be covered and course requirements to be met. PREPARATION: None.</p> <p>An Independent Air Force and the Cold War OBJECTIVE: Know how the National Security Act of 1947 established an independent Air Force and recognize its affect on the Air Force’s early roles and missions. In addition, recognize the technological advances that led up to the US/Soviet Cold War. PREPARATION: AMA pp.142 and pp. 49-59.</p>
10	10 & 15 Jan	<p>The Berlin Airlift: “Operation VITTLES” OBJECTIVE: Know the impact the Berlin Airlift had on the newly formed USAF as the first major confrontation of the Cold War. PREPARATION: AMA pp 147-149.</p>
11	17 & 22 Jan	<p>LeMay, Korea, and Nuclear Deterrence OBJECTIVE: Know the role of USAF airpower during the Korean War. Understand the importance of the Strategic Air Command (SAC). Recognize the development of Intercontinental Ballistic Missiles (ICBMs) as a weapon. PREPARATION: AMA pp 149-194.</p>
TEST	24 & 29 Jan	In-Class Midterm
12	31 Jan & 5 Feb “Official Memo Due”	<p>Vietnam: Part I OBJECTIVE: Know the significant events surrounding the US Air Force’s involvement in the war in Southeast Asia. PREPARATION: AMA pp 194-217; T-211 pp 69-86</p> <p>Briefings</p>
13	7 & 12 Feb	<p>Vietnam: Part II OBJECTIVE: Know how airpower was used during the war in Southeast Asia. PREPARATION: AMA pp 194-217; T-211 pp 69-86</p> <p>Briefings</p>
14	14 & 19 Feb	<p>Rebuilding for an Air and Space Force OBJECTIVE: Know events surrounding the growth and development of airpower after Vietnam and the importance of military operations occurring in the 1980’s. PREPARATION: AMA pp 218-254; T-211 pp 87-90</p> <p>Briefings</p>
	21 & 26 Feb	Briefings
TEST	28 Feb/4 Mar	Final Exam- Not Comprehensive Briefings

AIR FORCE AEROSPACE STUDIES GENERAL COURSE INSTRUCTIONS 07-08

PURPOSE: The purpose of the General Course Instructions are to ensure that all Aerospace Studies students are informed on Air Force ROTC and Detachment 645 academic and classroom policies.

CLASSROOM PROCEDURES:

This instruction provides direction on the following important areas:

- Calling the room to attention:

-- Cadets will call the room to attention when the instructor enters and departs the classroom.

- Eating in the classroom:

-- Cadets are allowed to eat and drink during class if it does not disturb class. If a class is disrupted, the privilege will be taken away. This privilege can also be revoked if it creates a mess in the classroom.

- Attendance:

-- **80%** attendance is **MANDATORY!** Less than 80% attendance will result in a failing grade.

-- Written excuse letters are required within 72 hours of absence to be considered by the instructor as an excused absence. The instructor will make a case-by-case determination whether an absence is excused. Oversleeping and minor illness (unless accompanied by note from a medical professional) will not be considered a valid excuse.

-- Whenever possible, cadets will notify their instructors in advance of any circumstances which may cause prolonged absence from class.

- Tardiness:

-- All students are expected to arrive to class on time. Cadets arriving late will enter the class with minimal disruption and promptly take a seat. The cadet will see the instructor immediately after class to explain the tardiness. Instructors will handle tardiness on a case-by-case basis, but the instructor has the option of giving the student zero participation points for the class.

TESTABLE AREAS: The Samples of Behavior (SOB) for each lesson identify the testable material. The information for each SOB will be included in the reading assignments, instructor lectures, guest speakers, handouts, films, or videos.

FINAL EXAMS: Final examinations will normally be taken by the student at the time published by the university for that particular Air Science course. If a particular Air Science course has more than one offered examination time, students may elect to take the final exam at whichever time is most convenient for them. In the event one of these scheduled times does not fit into the student's overall final exam schedule, he/she may request relief from the instructor, and take the exam in the scheduled exam period for one of the other Air Science courses.

ASSIGNMENTS: Assignments are due on the day indicated. Unexcused late submissions **WILL** result in a lower grade. This will be dealt with on a case-by-case basis, but normally the assignments will be reduced one letter grade per day late.

REQUESTS FOR EXTENSIONS: Students who experience difficulties in meeting course requirements due to unusual circumstances may request time extensions from their instructors. The instructor will consider each situation on a case-by-case basis. Students **MUST** comply with the established course-required times until the instructor grants a time extension. In short, make NO assumption that the instructor will automatically grant a time extension.

CLASS PARTICIPATION: Class participation is an important **GRADED** part of all Air Science courses. This grade is based on your attendance and the instructor's evaluation of your preparation, attention, and active participation in class. Being present may not earn you any class participation points – attendance and **active involvement** are necessary for participation points. Active participation is an essential element of leadership.

INITIAL AND QUARTERLY COUNSELING: All AFROTC cadets will be counseled by their instructor on a quarterly basis. The higher numbered course instructor will conduct counseling for dual-enrolled students. **ALL** contract/new cadets should have their quarterly/initial counseling completed **NOT LATER THAN** the following dates:

Autumn 2007	26 October 2007
Winter 2008	1 February 2008
Spring 2008	25 April 2008

Other students will be counseled by the last day of classes and before the start of final exams, or as stipulated by the course instructor. Additional counseling will be scheduled as required. Special students are invited to schedule counseling sessions if desired.

SPECIAL NEEDS: Any student with disabilities who needs accommodation in this course is encouraged to speak with the instructor as soon as possible to make appropriate arrangements for these accommodations.

GRADING CRITERIA: The grade determination criteria applied to all AFROTC Air Science courses is The Ohio State University standard. It is repeated below for informational purposes.

GRADE PERCENTAGE

A	93 – 100
A-	90 – 92
B+	88 – 89
B	83 – 87
B-	80 – 82
C+	78 – 79
C	73 – 77
C-	70 – 72
D+	68 - 69*
D	60 - 67*
E	59 and below*

*- Investigate for Disenrollment

Communication Skills Plan
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	AS100	AS200	AS300	AS400
Autumn	<p>Oral: 5-7 min group briefing with slides (suggested topic: current AF or university issue)</p> <p>Written: Official memorandum</p>	<p>Oral: 3-4 minute briefing with overview slide</p> <p>Written: Bullet Background Paper (suggested topic: 21st Century Air Force)</p>	<p>Oral: 5-7 min informative briefing (suggested topic: Critical analysis of editorial or commentary)</p> <p>Written: Talking Paper on same topic.</p>	<p>Oral: 5-9 minute Advocacy Briefing on Suggested Military Issue Topics with full visual aid</p> <p>Written: Position Paper on the same subject</p>
Winter	<p>Oral: 2-3 minute impromptu speech (individual)</p> <p>Written: Official e-mail</p>	<p>Oral: 3-4 minute briefing with overview slide</p> <p>Written: Official Memo (suggested topic: AFSC)</p>	<p>Oral: Facilitate a case study in class</p> <p>Written: Official memo w/ attached 1-2 page position paper on counseling scenario</p>	<p>Oral: 2 day team presentation with full visual aid (suggested topic: current issue in world regions and its importance to military ofcers)</p> <p>Written: EPR/OPR</p>
Spring	<p>Oral: 7 minute individual briefing with visual-aids (suggested topic: "Current events")</p> <p>Written: Talking Paper on the same topic</p>	<p>Oral: 5-7 minute briefing with full visual (suggested topic: Air Force Bases)</p> <p>Written: Personal Letter: (suggested topic: Desired bases)</p>	<p>Oral: Impromptu Speech and Facilitate a case study from the front of the classroom</p> <p>Written: In-Turn Memo on the positive/negatives of the condition of the cadet corps</p>	<p>Oral: None</p> <p>Written: OPR/EPR bullets Award Citation</p>

AEROSPACE SCIENCE 203 COURSE SYLLABUS
(SPRING 2008)

COURSE MEETING TIMES:	TIME	LOCATION (CONVERSE HALL)
Tuesday	0700-0748	Rm 210
Thursday	1330-1418	Rm 202
INSTRUCTOR:		Capt Edward Emerson
OFFICE PHONE/ HOME PHONE:		292-9469/513-258-8611
E-MAIL:		emerson.49@osu.edu
OFFICE HOURS:		By Appointment. Monday-Friday 0800-1600
OVERVIEW:		
<p>The AS 200 course you will be completing this academic year (AS201, AS202, and AS203) is a course designed to examine general aspects of air and space power through a historical perspective. Utilizing this perspective, the course covers a time period from the first balloons and dirigibles to the space-age global positioning systems of the Persian Gulf War. Historical examples are provided to extrapolate the development of Air Force capabilities (competencies), and missions (functions) to demonstrate the evolution of what has become today's USAF air and space power. Furthermore, the course examines several fundamental truths associated with war in the third dimension: e.g. Principles of War and Tenets of Air and Space Power. As a whole, this course will provide you with a knowledge level understanding of the general element and employment of air and space power, from an institutional, doctrinal, and historical perspective. In addition, you will be inculcated into the Air Force Core Values (Integrity First, Service Before Self, and Excellence in All We Do) with the use of operational examples. Also, you will conduct several writing and briefing exercises to meet Air Force communication skills requirements throughout the academic year. The Spring Quarter covers Airpower in the Post Cold War through the Global War on Terrorism (1989-Present Day) Student Study Guide Lessons 7-9.</p>		
COURSE GOALS/OBJECTIVES:		
<ul style="list-style-type: none"> • KNOW the key terms and definitions used to describe air and space power. • KNOW the events, leaders and technical developments, surrounding the evolution and employment of USAF air and space power. • DEMONSTRATE basic verbal and written communication skills. • KNOW the Air Force core values and examples of their use throughout the evolution of US Air and Space power. 		
REQUIRED TEXTS: (PROVIDED)		
American Military Aviation- The Indispensable Arm	Charles Gross	
Introduction to the United States Air Force	T-211	
Cadet Study Guide	T-213	
Tongue & Quill	AFH 33-337	
QUARTERLY COUNSELING:		
Scheduled quarterly counseling is required of all ROTC students not later than 16 Apr 08 . I will attach a master copy of appointments to my office door located on the Third Floor of Converse Hall.		
WEARING THE UNIFORM:		
You are required to wear your uniform on all Thursday's during the quarter. Read the Cadet Operation Orders for specific uniform instructions for the week. Tuesday morning students <i>do not have to wear their uniform to class</i> , however you are still required to maintain proper CLASSROOM PROCEDURES as discussed in the first class.		

GRADING:		
Exam	45%	45 points
Participation	10%	10 points
Individual Written Assignment	15%	15 points
Presentation	30%	30 points
Class Participation:		
<p><i>Actively participate in class discussion!</i> Attendance comprises a portion of your participation grade. 80% class attendance is MANDATORY! If you cannot attend a class <i>make an effort</i> to attend the other class session offered in AS 203 for that week (NOTE: Inform the instructor when this occurs). If a conflict arises, please coordinate the excused absence with the instructor before the class period. Any uncoordinated absences will result in an unexcused absence. For each class you attend (Tardiness results in a 0.5 point reduction) and actively participate in (EX: answering a question) you will receive 1 point. There will be a total of 10 participation points available in the quarter. This is important because as future officers you need to constantly develop your communication skills, and the classroom setting provides the perfect place to practice making well thought out questions/comments.</p>		
Individual Written Assignment:		
<p>You are to write a Personal Letter describing a base you might volunteer for after commissioning; this should include the pros/cons of that base. The Personal Letter format is described in your "TONGUE & QUILL" (AFH 33-337, dated 1 Aug 04), on pages 166-168. Length for this paper is 1 to 2 pages (12-point font required). Letterhead template is on the Detachment website under cadet publications/forms. Each base will be written about and briefed only once in each class, a sign-up list is posted on my door. The earlier you sign-up, the better your chance to get the base you desire. The SITES website is an excellent source for your information, see me if you have problems getting access. NOTE: The writing assignment will be due between 22 & 24 April.</p>		
(GRADING)		
<ul style="list-style-type: none"> • FORMAT: 1-inch margins; double spaced between paragraphs; id line; page numbers; 1-2 pages • INTRODUCTORY PARAGRAPH: Purpose statement and overview • MAIN IDEAS: Facts and support • CONCLUSION/SUMMARY: Summarize • IMPACT: Logical flow to paper; insightful analysis 		
Presentation - SAME TOPIC as WRITTEN ASSIGNMENT		
<p>Your Oral Presentation will be 5-7 minutes in duration consolidating the material in your Personal Letter. For every 20 seconds over 7 minutes you will lose 0.5 points, and for every 20 seconds under 5 minutes you will lose 0.5 points. Use of power-point slides is highly encouraged and usually helps your briefing. Do not talk about the BX and Commissary since all bases have one. Some discussion topics include history of the base, base housing, off-base housing and costs, nightlife in the local area, and degree programs offered on base? On a map, show where the base is located. All presentations will be given between 22 April & 29 May.</p>		
(GRADING)		
<ul style="list-style-type: none"> • ATTENTION/OVERVIEW: State your name and the base you will talk about. • MOTIVATION: Establish a need for your classmates to listen; get them interested. • CONTENT: Clear organization; is your topic well supported? Cover the pros and cons of the base, is it a good base for single officers, married officers or both? • SUPPORT: Cite any sources utilized; state them to your classmates. Make the slides a value added to the briefing. • QUESTIONS: Ask for them and be prepared to answer them. 		

General course instructions regarding academic and classroom policies are in the Air Force Aerospace Studies General Course Instructions found on the Detachment Webpage.

Schedule for AS 203 – Spring 07 Quarter

Lesson	Dates	Lesson Information
	25 & 27 Mar	Introduction to AS203/ Course Administration OBJECTIVE: Know the AS203 course material to be covered and course requirements to be met. Sign-Up for Counseling Sessions Sign-Up for Base Briefings PREPARATION: None.
15	1 & 3 Apr	The Persian Gulf War OBJECTIVE: Know the key events of Operation DESERT SHIELD/STORM and the impact of air and space power to its success during the Persian Gulf War. PREPARATION: AMA pp 254-273...T-211 pp 91-95
16	8 & 10 Apr	Post-Cold War USAF Operations OBJECTIVE: Know the major conflicts involving the USAF after the Persian Gulf War. PREPARATION: AMA pp 273-282...T-211 pp 92-108
17	15 & 17 Apr	Conflict in the Former Republic of Yugoslavia OBJECTIVE: Know the major issues concerning the conflict in the Balkans. PREPARATION: AMA pp 282-293
18	22 & 24 Apr *Personal Letter Due	The Global War on Terrorism: Operation ENDURING FREEDOM OBJECTIVE: Know the background, major uses of air and space power, and emerging lessons learned from Operations ENDURING FREEDOM and IRAQI FREEDOM. PREPARATION: None Briefings (at least one person needs to be ready to brief)
19	29 Apr/1 May	The Global War on Terrorism: Operation IRAQI FREEDOM OBJECTIVE: Know the background, major uses of air and space power, and emerging lessons learned from Operations ENDURING FREEDOM and IRAQI FREEDOM. PREPARATION: None Briefings (at least one person needs to be ready to brief)
	6 & 8 May	Briefings
	13 & 15 May	Briefings
	20 & 22 May	Briefings
TEST	27 & 29 May	Final Exam Finish Briefings

AIR FORCE AEROSPACE STUDIES GENERAL COURSE INSTRUCTIONS 07-08

PURPOSE: The purpose of the General Course Instructions are to ensure that all Aerospace Studies students are informed on Air Force ROTC and Detachment 645 academic and classroom policies.

CLASSROOM PROCEDURES:

This instruction provides direction on the following important areas:

- **Calling the room to attention:**

-- Cadets will call the room to attention when the instructor enters and departs the classroom.

- **Eating in the classroom:**

-- Cadets are allowed to eat and drink during class if it does not disturb class. If a class is disrupted, the privilege will be taken away. This privilege can also be revoked if it creates a mess in the classroom.

- **Attendance:**

-- **80%** attendance is **MANDATORY!** Less than 80% attendance will result in a failing grade.

-- Written excuse letters are required within 72 hours of absence to be considered by the instructor as an excused absence. The instructor will make a case-by-case determination whether an absence is excused. Oversleeping and minor illness (unless accompanied by note from a medical professional) will not be considered a valid excuse.

-- Whenever possible, cadets will notify their instructors in advance of any circumstances which may cause prolonged absence from class.

- **Tardiness:**

-- All students are expected to arrive to class on time. Cadets arriving late will enter the class with minimal disruption and promptly take a seat. The cadet will see the instructor immediately after class to explain the tardiness. Instructors will handle tardiness on a case-by-case basis, but the instructor has the option of giving the student zero participation points for the class.

TESTABLE AREAS: The Samples of Behavior (SOB) for each lesson identify the testable material. The information for each SOB will be included in the reading assignments, instructor lectures, guest speakers, handouts, films, or videos.

FINAL EXAMS: Final examinations will normally be taken by the student at the time published by the university for that particular Air Science course. If a particular Air Science course has more than one offered examination time, students may elect to take the final exam at whichever time is most convenient for them. In the event one of these scheduled times does not fit into the student's overall final exam schedule, he/she may request relief from the instructor, and take the exam in the scheduled exam period for one of the other Air Science courses.

ASSIGNMENTS: Assignments are due on the day indicated. Unexcused late submissions **WILL** result in a lower grade. This will be dealt with on a case-by-case basis, but normally the assignments will be reduced one letter grade per day late.

REQUESTS FOR EXTENSIONS: Students who experience difficulties in meeting course requirements due to unusual circumstances may request time extensions from their instructors. The instructor will consider each situation on a case-by-case basis. Students **MUST** comply with the established course-required times until the instructor grants a time extension. In short, **make NO assumption** that the instructor will automatically grant a time extension.

CLASS PARTICIPATION: Class participation is an important **GRADED** part of all Air Science courses. This grade is based on your attendance and the instructor's evaluation of your preparation, attention, and active participation in class. Being present may not earn you any class participation points – attendance and **active involvement** are necessary for participation points. Active participation is an essential element of leadership.

INITIAL AND QUARTERLY COUNSELING: All AFROTC cadets will be counseled by their instructor on a quarterly basis. The higher numbered course instructor will conduct counseling for dual-enrolled students. **ALL** contract/new cadets should have their quarterly/initial counseling completed **NOT LATER THAN** the following dates:

Autumn 2007	26 October 2007
Winter 2008	1 February 2008
Spring 2008	25 April 2008

Other students will be counseled by the last day of classes and before the start of final exams, or as stipulated by the course instructor. Additional counseling will be scheduled as required. Special students are invited to schedule counseling sessions if desired.

SPECIAL NEEDS: Any student with disabilities who needs accommodation in this course is encouraged to speak with the instructor as soon as possible to make appropriate arrangements for these accommodations.

GRADING CRITERIA: The grade determination criteria applied to all AFROTC Air Science courses is The Ohio State University standard. It is repeated below for informational purposes.

GRADE PERCENTAGE

A	93 – 100
A-	90 – 92
B+	88 – 89
B	83 – 87
B-	80 – 82
C+	78 – 79
C	73 – 77
C-	70 – 72
D+	68 - 69*
D	60 - 67*
E	59 and below*

*- Investigate for Disenrollment

Communication Skills Plan
AFROTC Det 645
The Ohio State University

	AS100	AS200	AS300	AS400
Autumn	<p>Oral: 5-7 min group briefing with slides (suggested topic: current AF or university issue)</p> <p>Written: Official memorandum</p>	<p>Oral: 3-4 minute briefing with overview slide</p> <p>Written: Bullet Background Paper (suggested topic: 21st Century Air Force)</p>	<p>Oral: 5-7 min informative briefing (suggested topic: Critical analysis of editorial or commentary)</p> <p>Written: Talking Paper on same topic.</p>	<p>Oral: 5-9 minute Advocacy Briefing on Suggested Military Issue Topics with full visual aid</p> <p>Written: Position Paper on the same subject</p>
Winter	<p>Oral: 2-3 minute impromptu speech (individual)</p> <p>Written: Official e-mail</p>	<p>Oral: 3-4 minute briefing with overview slide</p> <p>Written: Official Memo (suggested topic: AFSC)</p>	<p>Oral: Facilitate a case study in class</p> <p>Written: Official memo w/ attached 1-2 page position paper on counseling scenario</p>	<p>Oral: 2 day team presentation with full visual aid (suggested topic: current issue in world regions and its importance to military ofcers)</p> <p>Written: EPR/OPR</p>
Spring	<p>Oral: 7 minute individual briefing with visual-aids (suggested topic: "Current events")</p> <p>Written: Talking Paper on the same topic</p>	<p>Oral: 5-7 minute briefing with full visual (suggested topic: Air Force Bases)</p> <p>Written: Personal Letter: (suggested topic: Desired bases)</p>	<p>Oral: Impromptu Speech and Facilitate a case study from the front of the classroom</p> <p>Written: In-Turn Memo on the positive/negatives of the condition of the cadet corps</p>	<p>Oral: None</p> <p>Written: OPR/EPR bullets Award Citation</p>

**AEROSPACE STUDIES 301 COURSE SYLLABUS
FALL QUARTER 2008**

TITLE: Air Force Leadership Studies

COURSE MEETING TIMES: Tuesday, Thursday, 0700 – 0818 or Tuesday, Thursday, 1230 – 1348, Converse Hall, Room 228

INSTRUCTOR: Colonel Curtiss R. Petrek

Office Phone: 292-5441

Office Hours: 0715 – 1700 (Appt)

E-mail: petrek.3@osu.edu

WELCOME BACK!!! Congratulations to those of you who completed Field Training. You should be proud of your efforts! Aerospace Studies 301 starts a new chapter in your AFROTC journey. You are now POC cadets—leaders of your Corps. As a POC cadet, you will face new responsibilities and challenges—meet them head on and you will do well. Commissioning will come much sooner than you think and what you do now will make you successful as an Air Force officer.

AS301: During this course you will study a variety of subjects relating to the roles and responsibilities of Air Force officers. We will cover topics such as leadership, ethics, supervision, management, counseling, problem solving and communications. An Air Force officer must have good skills in each of these areas to succeed. Additionally, during the course, we will work to enhance both your speaking and writing skills. Air Force officers are expected to know how to effectively speak and write. These skills will pay big dividends, not only in the Air Force, but in every aspect of your life. Bottom-line, my goal is to better prepare you for success as an officer and a leader.

CLASSROOM PROCEDURES: Appropriate procedures are described in the Aerospace Studies General Course Instructions attached to this syllabus. There are three things I want to emphasize—preparation, participation and respect towards others and their ideas. Maintain your professionalism at all times. You are allowed to eat and drink in the classroom, but I reserve the right to change this policy at any time if it proves to be a disruption to the class.

GENERAL INFORMATION: Guidelines regarding academic and classroom policies can be found in the Aerospace Studies General Course Instructions attached to this syllabus.

ATTENDANCE: Now that you are in the POC and nearing active duty, attendance is even more important. Please notice that I take attendance and participation very seriously; 10% of your final grade is attention and participation. Participation includes a variety of area to include asking/answering questions, facilitating case studies and leading class discussions. You must attend 16 of the 19 scheduled classes to pass this course; attendance below this is an automatic failure. If a conflict arises, and they sometimes do,

please coordinate with me before the scheduled class period. Any uncoordinated absence will result in an unexcused absence.

ANNUAL COURSE GOALS: (Each may not be covered every quarter.)

1. Apply listening, speaking and writing skills in Air Force specified formats and situations with accuracy, clarity and appropriate style.
2. Comprehend selected individual leadership skills and personal strengths and weaknesses as applied in an Air Force environment.
3. Comprehend selected Air Force officers' duties and responsibilities as a subordinate leader.
4. Comprehend the responsibility and authority of an Air Force officer.
5. Comprehend an Air Force officer's responsibilities in the counseling and feedback process.
6. Comprehend and apply concepts of ethical behavior.

REQUIRED TEXTS:

- a. AS300, United States Air force Leadership Studies
- b. Principles of Leadership & Management (w/ CD)
- c. Grammar CD
- d. Tongue and Quill (AFH 33-337)
- e. AU-24, Concepts of Air Force Leadership

SUPPLEMENTAL: Any additional material will be handed out during the quarter.

UNIFORM: Uniforms will be worn every Thursday, unless the weekly Operations Order dictates otherwise. Exceptions must be approved beforehand. You are expected to comply with Air Force instructions and AFROTC cadre on proper wear since you set the example for the GMC.

ADDITIONAL INSTRUCTIONS:

1. Report any civil involvements within 72 hours of the start of fall quarter classes.
2. Update your locator card.
3. Sign up for quarterly counseling. **This must be completed by 24 Oct 08.**

GRADING CRITERIA:

<u>ITEM</u>	<u>POINTS</u>	<u>PERCENTAGE</u>
2 Quizzes	200 (100 each)	20% (10% ea)
Comprehensive Final Exam	400	40%
Comm Skills Exercises	300	30%
Attendance	<u>100</u>	<u>10%</u>
TOTAL	1000	100%

ASSIGNMENTS: The Comm Skills Exercise will consist of an oral presentation and written assignment. Each student will select a topic from a list of provided topics. Students will then present a 5 – 7 minute briefing during class starting on **25 Nov 08**.

Additionally, each student will prepare a talking paper about his/her assigned topic in the format prescribed in the Tongue and Quill. The oral portion will account for 200 points and the written assignment will account for the remaining 100 points. The written portion **MUST** be submitted in class the day the topic is presented. Failure to submit the written portion will result in a 10 point penalty for each calendar day it is late. Failure to brief on the assigned date will result in a 25 point penalty for each class day the brief is delayed. In addition to the Comm Skills Exercise, there will be two quizzes and a comprehensive final exam.

NOTE: Classroom discussions are important in this course and you are expected to participate. Let's mix it up and have fun at the same time. You have many experiences that will be valuable to this class. Food and drink are allowed in the classroom as long as they do not get in the way. You will be responsible for cleaning up the classroom. If at anytime you have an idea that will improve the quality of the class, let me know.

Finally, do not hesitate to ask for help in this class or any other class!

2 Attachments

1. General Course Instructions
2. AS 301 Lesson Schedule

AEROSPACE STUDIES 302 COURSE SYLLABUS WINTER QUARTER 2008

TITLE: Air Force Leadership Studies

COURSE MEETING TIMES: Tuesday, Thursday, 0700 – 0818 or Tuesday, Thursday, 1230 – 1348, Converse Hall, Room 228

INSTRUCTOR: Colonel Curtiss R. Petrek

Office Phone: 292-5441

Office Hours: 0715 – 1700 (Appt)

E-mail: petrek.3@osu.edu

WELCOME BACK!!! Hopefully, each of you had a great break. Aerospace Studies 302 continues the leadership chapter in your AFROTC journey. Remember, you are POC cadets—leaders of your Corps. As a POC cadet, you will be expected to set the example for all other cadets. You will be faced with new challenges as you lead our wing. Commissioning will come much sooner than you think and what you do now will make you successful as an Air Force officer.

AS302: During this course you will study a variety of subjects relating to the roles and responsibilities of Air Force officers. We will cover topics such as leadership, ethics, supervision, management, counseling, problem solving and communications. An Air Force officer must have good skills in each of these areas to succeed. Additionally, during the course, we will work to enhance both your speaking and writing skills. Air Force officers are expected to know how to effectively speak and write. These skills will pay big dividends, not only in the Air Force, but in every aspect of your life. Bottom-line, my goal is to better prepare you for success as an officer and a leader.

CLASSROOM PROCEDURES: Appropriate procedures are described in the Aerospace Studies General Course Instructions attached to this syllabus. There are three things I want to emphasize—preparation, participation and respect towards others and their ideas. Maintain your professionalism at all times. You are allowed to eat and drink in the classroom, but I reserve the right to change this policy at any time if it proves to be a disruption to the class.

GENERAL INFORMATION: Guidelines regarding academic and classroom policies can be found in the Aerospace Studies General Course Instructions attached to this syllabus.

ATTENDANCE: Now that you are in the POC and nearing active duty, attendance is even more important. Please notice that I take attendance and participation very seriously; 10% of your final grade is attention and participation. Participation includes a variety of areas to include asking/answering questions, facilitating case studies and leading class discussions. You must attend 80% of scheduled classes to pass this course; attendance below this is an automatic failure. There are 19 classes scheduled for this quarter. This means you can miss a maximum of three classes. Missing a fourth class

will take you below the required 80% and result in a failing grade. If a conflict arises, and they sometimes do, please coordinate with me before the scheduled class period. Any uncoordinated absences will result in an unexcused absence.

ANNUAL COURSE GOALS: (Each may not be covered every quarter.)

1. Apply listening, speaking and writing skills in Air Force specified formats and situations with accuracy, clarity and appropriate style.
2. Comprehend selected individual leadership skills and personal strengths and weaknesses as applied in an Air Force environment.
3. Comprehend selected Air Force officers' duties and responsibilities as a subordinate leader.
4. Comprehend the responsibility and authority of an Air Force officer.
5. Comprehend an Air Force officer's responsibilities in the counseling and feedback process.
6. Comprehend and apply concepts of ethical behavior.

REQUIRED TEXTS:

- a. AS300, United States Air force Leadership Studies
- b. Tongue and Quill (AFH 33-337)
- c. AU-24, Concepts of Air Force Leadership

SUPPLEMENTAL: Any additional material will be handed out during the quarter.

UNIFORM: Uniforms will be worn every Thursday, unless the weekly Operations Order dictates otherwise. Exceptions must be approved beforehand. You are expected to comply with Air Force instructions and AFROTC cadre on proper wear since you set the example for the GMC.

ADDITIONAL INSTRUCTIONS:

1. Report any civil involvements within 72 hours of the start of fall quarter classes.
2. Update your locator card.
3. Sign up for quarterly counseling. **This must be completed by 4 Feb 08.**

GRADING CRITERIA:

<u>ITEM</u>	<u>POINTS</u>	<u>PERCENTAGE</u>
1 Midterm	200	20%
Comprehensive Final Exam	400	40%
Comm Skills Exercises	300	30%
Attendance/Participation	<u>100</u>	<u>10%</u>
TOTAL	1000	100%

ASSIGNMENTS: The lessons in this quarter require your participation, especially with class discussion. You are expected to know the prerequisite lecture material and to pay attention to the supporting video material. There will be exams—a midterm and a final. The final will be comprehensive. Your communication skills exercise will be a

presentation of a case study from your text. Your case study will be assigned to you. You will be evaluated on your level of preparation, not whether you are able to determine the “right answer.” However, your research, coupled with your previous Air Science classes should allow you to arrive at an acceptable “Air Force” answer. Additionally, each student will prepare an official memo on lessons learned from your AS300 year. The case study will account for 200 points and the written assignment will account for the remaining 100 points. The written portion **MUST** be submitted in class no later than 28 Feb 08. Failure to submit the written portion will result in a 10 point penalty for each calendar day it is late. Failure to brief on the assigned date will result in a 25 point penalty for each class day the brief is delayed. Additional details will be provided in class.

NOTE: Classroom discussions are important in this course and you are expected to participate. Let’s mix it up and have fun at the same time. You have many experiences that will be valuable to this class. Food and drink are allowed in the classroom as long as they do not get in the way. You will be responsible for cleaning up the classroom. If at anytime you have an idea that will improve the quality of the class, let me know.

Finally, do not hesitate to ask for help in this class or any other class!

2 Attachments

1. General Course Instructions
2. AS 302 Lesson Schedule

AEROSPACE STUDIES 303 COURSE SYLLABUS SPRING QUARTER 2008

TITLE: Air Force Leadership Studies

COURSE MEETING TIMES: Tuesday, Thursday, 0700 – 0818 or Tuesday, Thursday, 1230 – 1348, Converse Hall, Room 228

INSTRUCTOR: Colonel Curtiss R. Petrek

Office Phone: 292-5441

Office Hours: 0715 – 1700 (Appt)

E-mail: petrek.3@osu.edu

WELCOME BACK!!! Hopefully, each of you had a great spring break. Aerospace Studies 303 continues the leadership chapter in your AFROTC journey. Remember, you are POC cadets—leaders of your Corps. As a POC cadet, you will be expected to set the example for all other cadets. You will be faced with new challenges as you lead our wing. This is especially important this “warrior” quarter as we prepare for field training and commissioning. Commissioning will come much sooner than you think and what you do now will make you successful as an Air Force officer.

AS303: During this course you will study a variety of subjects relating to the roles and responsibilities of Air Force officers. We will cover topics such as corrective supervision, counseling, leadership accountability, ethical and moral issues, as well as stress core values and ways to broaden your leadership “in-basket”. An Air Force officer must have good skills in each of these areas to succeed. Additionally, during the course, we will work to enhance both your speaking and writing skills. Air Force officers are expected to know how to effectively speak and write. These skills will pay big dividends, not only in the Air Force, but in every aspect of your life. Bottom-line, my goal is to better prepare you for success as an officer and a leader.

CLASSROOM PROCEDURES: Appropriate procedures are described in the Aerospace Studies General Course Instructions attached to this syllabus. There are three things I want to emphasize—preparation, participation and respect towards others and their ideas. Maintain your professionalism at all times. You are allowed to eat and drink in the classroom, but I reserve the right to change this policy at any time if it proves to be a disruption to the class.

GENERAL INFORMATION: Guidelines regarding academic and classroom policies can be found in the Aerospace Studies General Course Instructions attached to this syllabus.

ATTENDANCE: Now that you are in the POC and nearing active duty, attendance is even more important. Please notice that I take attendance and participation very seriously; 10% of your final grade is attention and participation. Participation includes a variety of areas to include asking/answering questions, facilitating case studies and leading class discussions. You must attend 80% of scheduled classes to pass this course;

attendance below this is an automatic failure. There are 20 classes scheduled for this quarter. This means you can miss a maximum of four classes. Missing a fifth class will take you below the required 80% and result in a failing grade. If a conflict arises, and they sometimes do, please coordinate with me before the scheduled class period. Any uncoordinated absences will result in an unexcused absence.

ANNUAL COURSE GOALS: (Each may not be covered every quarter.)

1. Apply listening, speaking and writing skills in Air Force specified formats and situations with accuracy, clarity and appropriate style.
2. Comprehend selected individual leadership skills and personal strengths and weaknesses as applied in an Air Force environment.
3. Comprehend selected Air Force officers' duties and responsibilities as a subordinate leader.
4. Comprehend the responsibility and authority of an Air Force officer.
5. Comprehend an Air Force officer's responsibilities in the counseling and feedback process.
6. Comprehend and apply concepts of ethical behavior.

REQUIRED TEXTS:

- a. AS300, United States Air force Leadership Studies
- b. Tongue and Quill (AFH 33-337)
- c. AU-24, Concepts of Air Force Leadership

SUPPLEMENTAL: Any additional material will be handed out during the quarter.

UNIFORM: Uniforms will be worn every Thursday, unless the weekly Operations Order dictates otherwise. Exceptions must be approved beforehand. You are expected to comply with Air Force instructions and AFROTC cadre on proper wear since you set the example for the GMC.

ADDITIONAL INSTRUCTIONS:

1. Report any civil involvements within 72 hours of the start of fall quarter classes.
2. Update your locator card.
3. Sign up for quarterly counseling. **This must be completed by 25 Apr 08.**

GRADING CRITERIA:

<u>ITEM</u>	<u>POINTS</u>	<u>PERCENTAGE</u>
Comprehensive Final Exam	500	50%
Comm Skills Exercises	400	40%
Attendance/Participation	<u>100</u>	<u>10%</u>
TOTAL	1000	100%

ASSIGNMENTS: The lessons in this quarter require your participation, especially with class discussion. You are expected to know the prerequisite lecture material and to pay attention to the supporting video material. There will be one exam—a comprehensive

final. Your communication skills exercise will be a presentation of a case study from your text. Your case study will be assigned to you. You will be evaluated on your level of preparation, not whether you are able to determine the “right answer.” However, your research, coupled with your previous Air Science classes should allow you to arrive at an acceptable “Air Force” answer. Additionally, each student will prepare an in-turn memo on the positive/negative conditions of the cadet wing. Finally, you will be required to do an impromptu speech and lead a class discussion on a topic of my choice. The case study will account for 200 points, the written assignment will account for the 125 points and the impromptu presentation will account for the remaining 75 points. The written portion **MUST** be submitted in class no later than 20 May 08. Failure to submit the written portion will result in a 10 point penalty for each calendar day it is late. Failure to brief on the assigned date will result in a 25 point penalty. Additional details will be provided in class.

NOTE: Classroom discussions are important in this course and you are expected to participate. Let’s mix it up and have fun at the same time. You have many experiences that will be valuable to this class. Food and drink are allowed in the classroom as long as they do not get in the way. You will be responsible for cleaning up the classroom. If at anytime you have an idea that will improve the quality of the class, let me know.

Finally, do not hesitate to ask for help in this class or any other class!

2 Attachments

1. General Course Instructions
2. AS 303 Lesson Schedule

AS 401 COURSE SYLLABUS

AU 08

National Security Affairs



COURSE MEETING TIMES: Tues & Thur 0700 - 0818

INSTRUCTOR: Capt Bill Holl
Office Phone: 292-5441
E-mail: holl.8@osu.edu
Office Hours: By appointment or whenever instructor is available

WELCOME BACK! The AS 400 series of courses will focus on how our Air Force fits into national strategy and the world as a whole. AS 401 focuses on National Security Policy, including a review of the constitution. The AS 402 class focuses on gaining a general knowledge of key regions around the world. During AS 402, you will have the opportunity to exercise your communication skills with team presentations on selected international areas. AS403 finishes out the year focusing on preparation for active duty with topics related to personnel issues.

COURSE GOALS (AS 400):

- Know basic National Security Process
- Know Air/Space functions and competencies
- Understand the roles of military in society and current professional issues
- Comprehend responsibilities of an Air Force commander
- Apply listening, speaking and writing skills
- Understand factors for a smooth transition to military life

GENERAL: General course instructions regarding academic and classroom policies are found in the Aerospace Studies General Course Instructions attached to this syllabus. You must complete a quarterly counseling with the instructor by **24 Oct**. Sign up on the schedule on my door.

ATTENDANCE & PARTICIPATION (A&P): A&P are 10% of your final grade. Participation includes asking/answering questions, leading class discussions, etc. A minimum of **80% class attendance is MANDATORY** for a passing grade. If a conflict arises, please coordinate the excused absence with the instructor before the class period. Any uncoordinated absences will result in an unexcused absence.

REQUIRED TEXTS:

- National Security Affairs & Preparation for Active Duty (T-410)
- U.S. Constitution (T-412)
- Tongue & Quill (AFH 33-337)

SUPPLEMENTAL: Supplemental material may be passed out during the quarter. You will be told what is testable in the additional material.

WEARING THE UNIFORM: Wear your uniform to class on Thursday unless excused by the instructor. Comply with Air Force and AFROTC Instructions on proper uniform wear.

GRADING CRITERIA:

Exam 1	30%	300 pts
Exam 2	30%	300 pts
Advocacy Paper	15%	150 pts
Advocacy Briefing	15%	150 pts
Class Participation	10%	100 pts
Total	100%	1,000 pts

NOTE: You must prepare for class and actively participate in the classroom discussions to receive class participation credit. Respect the ideas expressed by others.

ASSIGNMENTS:

a. Exams: There are two exams with each covering about half of the material presented in class. Each exam will be 30% of your final grade. If you can answer the Samples of Behavior listed at the beginning of each lesson in your Study Guide you should do well on the exams.

b. Position/Advocacy Paper: Requirements are as follows:

- Topic: Military issue. You need to pair up with another student who will take the opposite side. Submit the topic to me for approval in the form of a position statement. Do research separately on the paper—you are not allowed to discuss the topic together.
- Format: See T&Q p. 217 & 218 (in the newest version): Length: 2-3 pages, double spaced, 12 pt font. Use End Notes for citations.
- Graded on content, argument logic, grammar, and format. You must take a clear position and advocate for it.

c. Advocacy Briefing: Requirements are as follow:

- Topic: Same as your paper.
- Time: 5 minutes + or – 1 minute (4 minimum, 6 max) plus 5 minutes for Q&A.
- Grading criteria will be handed out later

d. Quizzes: I may occasionally give a quiz at the beginning of any class to determine if you are reading the material. When used, these quizzes may count towards class participation points.

e. Preparation for class: The study assignments for the lessons covered in class are listed in your Cadet Study Guide.

AS 401 SCHEDULE

Note: Lessons that double up on one class period will usually continue for part of the proceeding class period.

DATE	TITLE
25-Sep	• Intro to AS400
30-Sep	• U.S. Constitution – Chapter 6 & U.S. Constitution
2-Oct	• Role of the President, Exec. Branch, Congress, and Civilian Control of the Military – Chapter 7
7-Oct	• Advocacy Briefing and Prep – Chapter 41
9-Oct	• U.S. Policy – Chapter 12
14-Oct	• Making Strategy – Chapter 13
16-Oct	• Principles of War – Chapter 14
21-Oct	• War and the American Military – Chapter 15
23-Oct	• The Department of Defense – Chapter 16
28-Oct	• ***EXAM 1***
30-Oct	• Total Force – Chapter 17
4-Nov	• Air & Space Functions – Chapter 18 • ***ADVOCACY PAPER DUE***
6-Nov	• Air and Space Expeditionary Force – Chapter 21
11-Nov	• VETERAN’S DAY – NO SCHOOL (Read Chapter 19)
13-Nov	• Dept of Navy & Marines, Coast Guard - Chapter 24, 25, & 26
18-Nov	• Dept of Army & Joint Operations – Chapter 23 & 27
20-Nov	• Advocacy Briefings
25-Nov	• ***EXAM 2*** & Advocacy Briefings
27-Nov	• THANKSGIVING – NO SCHOOL
2-Dec	• Advocacy Briefings
4-Dec	• Advocacy Briefings

AIR FORCE AEROSPACE STUDIES

GENERAL COURSE INSTRUCTIONS 08-09

PURPOSE: The purpose of the General Course Instructions is to ensure that all Aerospace Studies students are informed on Air Force ROTC and Detachment 645 academic and classroom policies.

CLASSROOM PROCEDURES:

This instruction provides direction on the following important areas:

- Calling the room to attention:

-- Cadets will call the room to attention when the instructor enters and departs the classroom.

- Eating in the classroom:

-- Cadets are allowed to eat and drink during class if it does not disturb class. If a class is disrupted, the privilege will be taken away. This privilege can also be revoked if it creates a mess in the classroom.

- Attendance:

-- **80%** attendance is **MANDATORY!** Less than 80% attendance will result in a failing grade.

-- Written excuse letters are required within 72 hours of absence to be considered by the instructor as an excused absence. The instructor will make a case-by-case determination whether an absence is excused. Oversleeping and minor illness (unless accompanied by note from a medical professional) will not be considered a valid excuse.

-- Whenever possible, cadets will notify their instructors in advance of any circumstances which may cause prolonged absence from class.

- Tardiness:

-- All students are expected to arrive to class on time. Cadets arriving late will enter the class with minimal disruption and promptly take a seat. The cadet will see the instructor immediately after class to explain the tardiness. Instructors will handle tardiness on a case-by-case basis, but the instructor has the option of giving the student zero participation points for the class.

TESTABLE AREAS: The Samples of Behavior (SOB) for each lesson identify the testable material. The information for each SOB will be included in the reading assignments, instructor lectures, guest speakers, handouts, films, or videos.

FINAL EXAMS: Final examinations will normally be taken by the student at the time published by the university for that particular Air Science course. If a particular Air Science course has more than one offered examination time, students may elect to take the final exam at whichever time is most convenient for them. In the event one of these scheduled times does not fit into the student's overall final exam schedule, he/she may request relief from the instructor, and take the exam in the scheduled exam period for one of the other Air Science courses.

ASSIGNMENTS: Assignments are due on the day indicated. Unexcused late submissions **WILL** result in a lower grade. This will be dealt with on a case-by-case basis, but normally the assignments will be reduced one letter grade per day late.

REQUESTS FOR EXTENSIONS: Students who experience difficulties in meeting course requirements due to unusual circumstances may request time extensions from their instructors. The instructor will consider each situation on a case-by-case basis. Students **MUST** comply with the established course-required times until the instructor grants a time extension. In short, make NO assumption that the instructor will automatically grant a time extension.

CLASS PARTICIPATION: Class participation is an important GRADED part of all Air Science courses. This grade is based on your attendance and the instructor's evaluation of your preparation, attention, and active participation in class. Being present may not earn you any class participation points – attendance and active involvement are necessary for participation points. Active participation is an essential element of leadership.

INITIAL AND QUARTERLY COUNSELING: All AFROTC cadets will be counseled by their instructor on a quarterly basis. The higher numbered course instructor will conduct counseling for dual-enrolled students. ALL contract/new cadets should have their quarterly/initial counseling completed NOT LATER THAN the following dates:

Autumn 2008	24 October 2008
Winter 2009	6 February 2009
Spring 2009	1 May 2008

Other students will be counseled by the last day of classes and before the start of final exams, or as stipulated by the course instructor. Additional counseling will be scheduled as required. Special students are invited to schedule counseling sessions if desired.

SPECIAL NEEDS: Any student with disabilities who needs accommodation in this course is encouraged to speak with the instructor as soon as possible to make appropriate arrangements for these accommodations.

GRADING CRITERIA: The grade determination criteria applied to all AFROTC Air Science courses is The Ohio State University standard. It is repeated below for informational purposes.

GRADE PERCENTAGE

A	93 – 100
A-	90 – 92.9
B+	87 – 89.9
B	83 – 86.9
B-	80 – 82.9
C+	77 – 79.9
C	73 – 76.9
C-	70 – 72.9
D+	67 – 69.9*
D	60 – 66.9*
E	Below 60*

* - Investigate for Disenrollment

Communication Skills Plan
AFROTC Det 645
The Ohio State University

	AS100	AS200	AS300	AS400
Autumn	<p>Oral: 5-7 min group briefing with slides (suggested topic: current AF or university issue)</p> <p>Written: Official memorandum</p>	<p>Oral: 3-4 minute briefing with overview slide</p> <p>Written: Bullet Background Paper (suggested topic: 21st Century Air Force)</p>	<p>Oral: 5-7 min informative briefing (suggested topic: Critical analysis of editorial or commentary)</p> <p>Written: Talking Paper on same topic.</p>	<p>Oral: 5-9 minute Advocacy Briefing on Suggested Military Issue Topics with full visual aid</p> <p>Written: 1-2 Pg Position Paper on the same subject</p>
Winter	<p>Oral: 2-3 minute impromptu speech (individual)</p> <p>Written: Official e-mail</p>	<p>Oral: 3-4 minute briefing with overview slide</p> <p>Written: Official Memo (suggested topic: AFSC)</p>	<p>Oral: Facilitate a case study in class</p> <p>Written: Official memo w/ Lessons Learned on Leadership</p>	<p>Oral: Team presentation with full visual aid (suggested topic: current issue in world regions and its importance to military ofcers)</p> <p>Written: 1-2 Pg BBP to accompany cultural awareness briefing</p>
Spring	<p>Oral: 7 minute individual briefing with visual-aids (suggested topic: "Current events")</p> <p>Written: Talking Paper on the same topic</p>	<p>Oral: 5-7 minute briefing with full visual (suggested topic: Air Force Bases)</p> <p>Written: Personal Letter: (suggested topic: Desired bases)</p>	<p>Oral: Impromptu Speech</p> <p>Facilitate a case study from the front of the classroom</p> <p>Written: In-Turn Memo on the positive/negatives of the condition of the cadet corps</p>	<p>Oral: 3-5 Minute Current Event Brief</p> <p>Written: OPR/EPR bullets practicum</p> <p>1 page talking paper on current event</p>

Official Memorandum is taught during LLab and required for all cadet correspondence.
Current as of Sep 2008

AS 402 COURSE SYLLABUS

WN 08

Regional Area Studies



COURSE MEETING TIMES: Tues & Thur 0700 - 0818

INSTRUCTOR: Capt Bill Holl
Office Phone: 292-5441
E-mail: holl.8@osu.edu
Office Hours: By appointment or whenever instructor is available

WELCOME BACK! AS 402 class focuses on gaining a general knowledge of key regions around the world. During AS 402, you will have the opportunity to exercise your communication skills with team presentations on selected international areas.

COURSE GOAL - AS 402

- Better understand the current world situation and various key regions, specifically as they relate to national security and U.S. interests.

GENERAL: General course instructions regarding academic and classroom policies are found in the Aerospace Studies General Course Instructions attached to this syllabus. Note: You must also complete a quarterly counseling with the instructor by **1 Feb 08**.

ATTENDANCE & PARTICIPATION (A&P): A&P are 10% of your final grade. Participation includes asking/answering questions, leading class discussions, etc. A minimum of **80% class attendance is MANDATORY** for a passing grade. If a conflict arises, please coordinate the excused absence with the instructor before the class period. Any uncoordinated absences will result in an unexcused absence.

REQUIRED TEXTS:

- National Security Affairs & Preparation for Active Duty (T-408)
- Selected Readings in International Security Studies (T-413)
- Tongue & Quill (AFH 33-337)

SUPPLEMENTAL: Supplemental material may be passed out during the quarter. You will be told what is testable in the additional material.

GRADING CRITERIA:

Exam	50%
Group Presentation	40%
<u>Class Participation</u>	<u>10%</u>
Total	100%

ASSIGNMENTS:

a. Exams: There is one exam covering the entire material presented in class to include student-provided SOBs. If you can answer the Samples of Behavior listed at the beginning of each lesson in your Study Guide and the Samples of Behavior provided during the student-led briefings you should do well on the exam.

b. Group Presentation: During the first class session you will be divided into groups of four or five. Each group will teach a lesson which covers one class period on an area of the world starting with “Africa in Transition”. Suggested topics to cover in your briefing can be found in your Student Study Guide but should only be used as a guide. Do your own research to find topics that are relevant to the region today. The grade may be different for members of each team and will be based on the following:

- 40% Content: Adequate coverage of the topic, SOBs, Lesson Objectives
- 30% Organization and Format: includes time limits
- 30% Delivery
- (Note: Each member must present for a minimum of 10-15 minutes)

You should also show and stress the importance of this region to the United States and our National Security Strategy. You will not be graded on how closely you followed the suggested lesson plan but you must cover the Samples of Behavior and ensure the Lesson Objective is met. Pro and con positions on whether and how the U.S. should be involved are encouraged.

c. Preparation for class: The study assignments for the lessons covered in class are listed in the Syllabus.

WEARING THE UNIFORM: Wear your uniform to class on Thursday unless excused by the instructor. Comply with Air Force and AFROTC Instructions on proper uniform wear.

AS 402 SCHEDULE

Note: Lessons that double up on one class period will usually continue for part of the proceeding class period.

DATE	TITLE
3 Jan	Intro to AS402: Group Project Instructions & Sign-Up Pass out books and other assignment material
8 Jan	LSN 44: Information Assurance
10 Jan	LSN 8: Terrorism & Force Protection
15 Jan	LSN 9: Introduction to Cultural Studies (Reading Assignment Only) LSN 10: Setting the World Stage
17 Jan	LSN 11: Africa in Transition (Lecture / Video)
22 Jan	LSN 20: South Asia in Transition (Lecture / Video)
24 Jan	LSN 22: East Asia in Transition (Lecture / Video)
29 Jan	LSN 26: Latin America in Transition (Lecture / Video)
31 Jan	LSN 33: Europe in Transition (Lecture / Video)
5 Feb	LSN 42: The Middle East in Transition (Lecture / Video)
7 Feb	LSN 49: Russia and the Former Soviet Republics (Lecture / Video)
12 Feb	LSN 11: Africa in Transition (Student Briefings)
14 Feb	LSN 20: South Asia in Transition (Student Briefings)
19 Feb	LSN 22: East Asia in Transition (Student Briefings)
21 Feb	LSN 26: Latin America in Transition (Student Briefings)
26 Feb	LSN 33: Europe in Transition (Student Briefings)
28 Feb	LSN 42: The Middle East in Transition (Student Briefings)
4-Mar	LSN 49: Russia and the Former Soviet Republics (Student Briefings)
6-Mar	FINAL EXAM
10-13 Mar	<i>FINALS WEEK</i>

HAVE A GREAT SPRING BREAK...BE SAFE!

AIR FORCE AEROSPACE STUDIES

GENERAL COURSE INSTRUCTIONS 07-08

PURPOSE: The purpose of the General Course Instructions are to ensure that all Aerospace Studies students are informed on Air Force ROTC and Detachment 645 academic and classroom policies.

CLASSROOM PROCEDURES:

This instruction provides direction on the following important areas:

- **Calling the room to attention:**

-- Cadets will call the room to attention when the instructor enters and departs the classroom.

- **Eating in the classroom:**

-- Cadets are allowed to eat and drink during class if it does not disturb class. If a class is disrupted, the privilege will be taken away. This privilege can also be revoked if it creates a mess in the classroom.

- **Attendance:**

-- **80%** attendance is **MANDATORY!** Less than 80% attendance will result in a failing grade.

-- Written excuse letters are required within 72 hours of absence to be considered by the instructor as an excused absence. The instructor will make a case-by-case determination whether an absence is excused. Oversleeping and minor illness (unless accompanied by note from a medical professional) will not be considered a valid excuse.

-- Whenever possible, cadets will notify their instructors in advance of any circumstances which may cause prolonged absence from class.

- **Tardiness:**

-- All students are expected to arrive to class on time. Cadets arriving late will enter the class with minimal disruption and promptly take a seat. The cadet will see the instructor immediately after class to explain the tardiness. Instructors will handle tardiness on a case-by-case basis, but the instructor has the option of giving the student zero participation points for the class.

TESTABLE AREAS: The Samples of Behavior (SOB) for each lesson identify the testable material. The information for each SOB will be included in the reading assignments, instructor lectures, guest speakers, handouts, films, or videos.

FINAL EXAMS: Final examinations will normally be taken by the student at the time published by the university for that particular Air Science course. If a particular Air Science course has more than one offered examination time, students may elect to take the final exam at whichever time is most convenient for them. In the event one of these scheduled times does not fit into the student's overall final exam schedule, he/she may request relief from the instructor, and take the exam in the scheduled exam period for one of the other Air Science courses.

ASSIGNMENTS: Assignments are due on the day indicated. Unexcused late submissions **WILL** result in a lower grade. This will be dealt with on a case-by-case basis, but normally the assignments will be reduced one letter grade per day late.

REQUESTS FOR EXTENSIONS: Students who experience difficulties in meeting course requirements due to unusual circumstances may request time extensions from their instructors. The instructor will consider each situation on a case-by-case basis. Students **MUST** comply with the established course-required times until the instructor grants a time extension. In short, make NO assumption that the instructor will automatically grant a time extension.

CLASS PARTICIPATION: Class participation is an important GRADED part of all Air Science courses. This grade is based on your attendance and the instructor's evaluation of your preparation, attention, and active participation in class. Being present may not earn you any class participation points

– attendance and active involvement are necessary for participation points. Active participation is an essential element of leadership.

INITIAL AND QUARTERLY COUNSELING: All AFROTC cadets will be counseled by their instructor on a quarterly basis. The higher numbered course instructor will conduct counseling for dual-enrolled students. ALL contract/new cadets should have their quarterly/initial counseling completed NOT LATER THAN the following dates:

Autumn 2007	26 October 2007
Winter 2008	1 February 2008
Spring 2008	25 April 2008

Other students will be counseled by the last day of classes and before the start of final exams, or as stipulated by the course instructor. Additional counseling will be scheduled as required. Special students are invited to schedule counseling sessions if desired.

SPECIAL NEEDS: Any student with disabilities who needs accommodation in this course is encouraged to speak with the instructor as soon as possible to make appropriate arrangements for these accommodations.

GRADING CRITERIA: The grade determination criteria applied to all AFROTC Air Science courses is The Ohio State University standard. It is repeated below for informational purposes.

GRADE PERCENTAGE

A	93 – 100
A-	90 – 92.9
B+	87 – 89.9
B	83 – 86.9
B-	80 – 82.9
C+	77 – 79.9
C	73 – 76.9
C-	70 – 72.9
D+	67 – 69.9*
D	60 – 66.9*
E	Below 60*

* - Investigate for Disenrollment

AS 403 COURSE SYLLABUS

SP 08

Preparation for Active Duty



COURSE MEETING TIMES: Tues & Thur 0700 - 0818

INSTRUCTOR: Capt Bill Holl
Office Phone: 292-5441
E-mail: holl.8@osu.edu
Office Hours: By appointment or whenever instructor is available

WELCOME BACK! This class focuses on final preparation for active duty.

COURSE GOAL

- Be prepared to enter active duty as a 2d Lt

GENERAL: General course instructions regarding academic and classroom policies are found in the Aerospace Studies General Course Instructions attached to this syllabus. Note: You must also complete a quarterly counseling with the instructor by 25 Apr 08.

ATTENDANCE & PARTICIPATION (A&P): A&P are 10% of your final grade. Participation includes asking/answering questions, leading class discussions, and your overall attendance. A minimum of **80% class attendance is MANDATORY** for a passing grade. If a conflict arises, please coordinate the excused absence with me before the class period. Any uncoordinated absences will result in an unexcused absence. **NOTE:** You must prepare for class and actively participate in the classroom discussions to receive class participation credit. Respect the ideas expressed by others.

REQUIRED TEXTS & OTHER COURSE MATERIALS:

- National Security Affairs & Preparation for Active Duty (T-408)
- Flyby booklet
- Tongue & Quill (AFH 33-337)
- Computer Based Training (CBT) CD
- SERE 100 – Level B Training CD
- Vantage Points
- Heir Power

SUPPLEMENTAL: Supplemental material may be passed out during the quarter. You will be told what is testable in the additional material. Additional Samples of Behavior (SOBs) may be assigned as well.

GRADING CRITERIA:

Exam 1	30%	
Exam 2	30%	
Written Assignments	10%	
Quizzes	10%	
Computer Based Training	10%	(SERE-100 Level B)
Class Participation	10%	
Total	100%	

ASSIGNMENTS:

a. Exams: There are two exams with each covering about half of the material presented in class. If you can answer the Samples of Behavior listed at the beginning of each lesson in your Study Guide you should do well on the exams.

b. Written Assignments: I will give you several short written assignments during this quarter to include:

- Case Studies
- OPR/EPR bullets

c. Quizzes: I will give quizzes on your Flyby booklet, which will count for 10% of your final grade.

d. Preparation for class: The study assignments for the lessons covered in class are listed in your Cadet Study Guide.

WEARING THE UNIFORM: Wear your uniform to class on Thursday unless excused by the instructor. Comply with Air Force and AFROTC Instructions on proper uniform wear.

AS 403 SCHEDULE

Note: Lessons with an “XX” are not in your main book (though part of the material may be covered in your Flyby booklet).

DATE	LSN	TITLE
25 Mar	XX	USAA: Financial Education (Mr. Blaine Ross)
27 Mar	28	Law of Armed Conflict (Video)
	29	UCMJ (Reading Assignment) & Assign/Work on Chapter 31 Case Studies
	CBT 1	Air Force Complaint & IDEA Program
1 Apr	28	Law of Armed Conflict (Lecture)
	30	Military Law & Significance of Article 2, 7, 15, 31
	FB	Ch 1-1 (For Help With...)
3 Apr	31	Military Law Case Studies (Students Present Assigned Case)
	DUE	GROUP CASE STUDIES
	FB	4-5 (Standards)
8 Apr	37	The Enlisted Force
	47	NCO Perspective (Video)
	FB 4-4	Counseling
10 Apr	35	Performance Feedback
15 Apr	36	Enlisted Evaluation System (EES)
	CBT 2	Officer Force Development
	FB Ch 3	Education
17 Apr	38	Officer Evaluation System
	FB	Ch 4-1 & Ch 4-2 (EPR & Recognition)
22 Apr	39	Evaluation Concepts
	CBT 3	Security Education
24 Apr	34	Bullet Statements for Impact
	40	Bullet Statement Practicum Introduction
29 Apr	40	Bullet Statement Practicum (Discussion)
	DUE	BULLET STATEMENTS
1 May	EXAM	MID-TERM
		Assign Chapter 43 Case Studies
6 May	43	Sexual Harassment Awareness (Lecture & Discussion)
	DUE	CASE STUDY QUESTIONS/ANSWERS

8 May	45	Suicide Awareness
	CBT 4	Substance Abuse Control Program
	FB	1-2 (Getting There)
13 May	46	Operational Risk Management
	48	Civilian Personnel
	FB	Ch 1-3, , Ch 1-4, & Ch 1-5 (In-Processing, Signing In, & Finding a Place to Live)
15 May	XX	Housing & TMO
	FB	Ch 4-3 & Ch 5 (Military Leave System & Benefits)
20 May	XX	Finances 101 & Benefits
	FB	Ch 2 (You've Arrived)
22 May		Joint-Service Parade Practice
	FB	4-5 (Standards)
	DUE	SERE-100 LEVEL B CERTIFICATE
27 May	50	Oath of Office
29 May	EXAM	FINAL
		(20 classes total)

Flyby Chapters

	FB 1-1	For help with...(what organizations to go to for help)
	FB 1-2	Getting there
	FB 1-3	In-Processing
	FB 1-4	Signing In
	FB 1-5	Finding a Place to Live
	FB 2-1	Your First Day
	FB 2-2	What's Next
	FB 2-3	Your Day
	FB 3-1	Developmental Education
	FB 3-2	Formal Education
	FB 4-1	EPR
	FB 4-2	Recognition
	FB 4-3	Military Leave System
	FB 4-4	Counseling
	FB 4-5	Standards
	FB 5	Benefits
		16 reading assignments

AIR FORCE AEROSPACE STUDIES

GENERAL COURSE INSTRUCTIONS 07-08

PURPOSE: The purpose of the General Course Instructions are to ensure that all Aerospace Studies students are informed on Air Force ROTC and Detachment 645 academic and classroom policies.

CLASSROOM PROCEDURES:

This instruction provides direction on the following important areas:

- **Calling the room to attention:**
 - Cadets will call the room to attention when the instructor enters and departs the classroom.
- **Eating in the classroom:**
 - Cadets are allowed to eat and drink during class if it does not disturb class. If a class is disrupted, the privilege will be taken away. This privilege can also be revoked if it creates a mess in the classroom.
- **Attendance:**
 - **80% attendance is MANDATORY!** Less than 80% attendance will result in a failing grade.
 - Written excuse letters are required within 72 hours of absence to be considered by the instructor as an excused absence. The instructor will make a case-by-case determination whether an absence is excused. Oversleeping and minor illness (unless accompanied by note from a medical professional) will not be considered a valid excuse.
 - Whenever possible, cadets will notify their instructors in advance of any circumstances which may cause prolonged absence from class.
- **Tardiness:**
 - All students are expected to arrive to class on time. Cadets arriving late will enter the class with minimal disruption and promptly take a seat. The cadet will see the instructor immediately after class to explain the tardiness. Instructors will handle tardiness on a case-by-case basis, but the instructor has the option of giving the student zero participation points for the class.

TESTABLE AREAS: The Samples of Behavior (SOB) for each lesson identify the testable material. The information for each SOB will be included in the reading assignments, instructor lectures, guest speakers, handouts, films, or videos.

FINAL EXAMS: Final examinations will normally be taken by the student at the time published by the university for that particular Air Science course. If a particular Air Science course has more than one offered examination time, students may elect to take the final exam at whichever time is most convenient for them. In the event one of these scheduled times does not fit into the student's overall final exam schedule, he/she may request relief from the instructor, and take the exam in the scheduled exam period for one of the other Air Science courses.

ASSIGNMENTS: Assignments are due on the day indicated. Unexcused late submissions **WILL** result in a lower grade. This will be dealt with on a case-by-case basis, but normally the assignments will be reduced one letter grade per day late.

REQUESTS FOR EXTENSIONS: Students who experience difficulties in meeting course requirements due to unusual circumstances may request time extensions from their instructors. The instructor will consider each situation on a case-by-case basis. Students **MUST** comply with the established course-required times until the instructor grants a time extension. In short, make NO assumption that the instructor will automatically grant a time extension.

CLASS PARTICIPATION: Class participation is an important GRADED part of all Air Science courses. This grade is based on your attendance and the instructor's evaluation of your preparation, attention, and active participation in class. Being present may not earn you any class participation points – attendance and active involvement are necessary for participation points. Active participation is an essential element of leadership.

INITIAL AND QUARTERLY COUNSELING: All AFROTC cadets will be counseled by their instructor on a quarterly basis. The higher numbered course instructor will conduct counseling for dual-enrolled students. ALL contract/new cadets should have their quarterly/initial counseling completed NOT LATER THAN the following dates:

Autumn 2007	26 October 2007
Winter 2008	1 February 2008
Spring 2008	25 April 2008

Other students will be counseled by the last day of classes and before the start of final exams, or as stipulated by the course instructor. Additional counseling will be scheduled as required. Special students are invited to schedule counseling sessions if desired.

SPECIAL NEEDS: Any student with disabilities who needs accommodation in this course is encouraged to speak with the instructor as soon as possible to make appropriate arrangements for these accommodations.

GRADING CRITERIA: The grade determination criteria applied to all AFROTC Air Science courses is The Ohio State University standard. It is repeated below for informational purposes.

<u>GRADE</u>	<u>PERCENTAGE</u>
A	93 – 100
A-	90 – 92.9
B+	87 – 89.9
B	83 – 86.9
B-	80 – 82.9
C+	77 – 79.9
C	73 – 76.9
C-	70 – 72.9
D+	67 – 69.9*
D	60 – 66.9*
E	Below 60*

* - Investigate for Disenrollment