ARIZONA WESTERN COLLEGE
SYLLABUS

AVN 240 AIRPORT OPERATIONS & MANAGEMENT

Credit Hours: 3 Lecture: 3

PREREQUISITE: None

Course Description
Introduces the organization, infrastructure, daily operations, safety responsibilities, and management functions of airports. Students examine airfield configuration, signs and markings, inspections, condition reporting, emergency planning, wildlife and FOD control, fueling and ramp safety, security, tenant operations, and the roles of airport stakeholders.

1. COURSE GOALS
   1.1 Develop an understanding of airport organization, infrastructure, and operational responsibilities.
   1.2 Examine safety, inspection, emergency, and tenant-management functions at airports.
   1.3 Apply airport-operations concepts to realistic operational scenarios.

2. OUTCOMES
   Upon successful completion, students will be able to:
   2.1. Describe the role of airports within the aviation system and identify common ownership and governance structures.
   2.2. Interpret basic airfield geometry, runway and taxiway designations, signs, markings, and lighting.
   2.3. Explain movement-area control and vehicle and pedestrian safety concepts.
   2.4. Describe airport self-inspection, condition reporting, NOTAM, wildlife, and FOD-control processes.
   2.5. Explain fueling, ramp, and ground-safety considerations.
   2.6. Describe airport emergency-planning and ARFF functions at an introductory level.
   2.7. Identify airport security, access-control, airline, FBO, tenant, and stakeholder responsibilities.

   2.8. Apply airport-operations concepts to a simulated operational problem or shift scenario.
3. METHODS OF INSTRUCTION
   3.1 Lecture
   3.2 Multi-media Presentations
   3.3 Group Discussions

4. LEARNING ACTIVITIES
   - 4.1 Airport Diagram and Airfield Inspection Exercises
   - 4.2 Airport Operations and Safety Case Studies
   - 4.3 Scenario-Based Airport Operations Assignments
5. EVALUATIONS
   - 5.1 Quizzes/Exams
   - 5.2 Assignments
   - 5.3 Participation

6. STUDENT RESPONSIBILITIES
   - 6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.
   - 6.2 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.
   - 6.3 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through Accessibility Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
   - 6.4 Academic Integrity: Any student participating in acts of academic dishonesty—including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
   - 6.5 Texts and Notebooks: Students are required to obtain the class materials for the course.
   - 6.6 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for "No Show" reporting during the first 10 days of each semester. Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS

grade may result in a student losing their federal financial aid. For online classes, student attendance in an online class is defined as the following (FSA Handbook, 2012, 5-90):

- Submitting an academic assignment
- Taking an exam, an interactive tutorial or computer-assisted instruction
- Attending a study group that is assigned by the school
- Participating in an online discussion about academic matters
- Initiating contact with a faculty member to ask a question about the academic subject studied in the course