**Reedley College Aviation Maintenance Technology Program**

**AMT 11 (56584) Aviation General Maintenance A Fall 2021**

**Instructor:** Jason Asman e-mail: jason.asman@reedleycollege.edu Phone: 638-0300 ext.3243

**Office Hours:** Daily 7:00am – 8:00am (Via Zoom) Office Location: Aero 8

**Class Location:** Meets in Aero 3 **Daily Schedule:** Lecture: 8:00am – 10:50am, 11:30am – 2:20pm

**Holidays:** Martin Luther King Jr. Day - Jan. 18th Presidents’ Day: Feb. 12th & 15th Spring Break: April. 2nd. – April. 5th

**Drop Deadline:** Last day to drop with “W”, a letter grade will be assigned after this date - Mar. 13th

**Important Dates:** Short term classes first nine weeks - Jan 11th - March 12th ,

Last date for a refund. – Jan 14th, Last day to drop. - Feb. 9th

**Course Objectives:**

1. Measure voltage, current, and resistance in an aircraft electrical circuit.
2. Troubleshoot aircraft electrical short and open circuits.
3. Explain laws of physics as they apply to aircraft.
4. Apply technical math skills and demonstrate them in practical applications.
5. Locate, interpret and apply weight & balance information.
6. Operate an aircraft engine from starting procedures, through its normal operating range, and perform a complete shut down.
7. Identify and explain the principles of the theory of flight.

**Course Content:** This lecture course will cover topics such as: The fundamentals of electricity and electronics, aircraft weight and balance, physics for aviation, aircraft ground operations and servicing, human factors in aviation maintenance, and mathematics.

**Course Outcomes:** Upon completion of this course, students will be able to:

1. Safely evaluate an aircraft electrical system to determine if the system is functioning properly and to identify faults within the system and make repairs as necessary. Expected SLO Performance: 70
2. Perform weight and balance checks on an aircraft to determine if it is loaded and configured in a manner that is safe for flight and to install, remove, or relocate equipment or ballast to correct for out of balance conditions. Expected SLO Performance: 70
3. Safely and effectively operate and service aircraft, engines, and systems on the ground in order to support aircraft maintenance and operations.

**Canceled Class Notification:** If an AMT class has to be cancelled, a cancellation notice will be placed on the classroom door. In addition, the cancelled class will be posted on the Reedley College website and you will be notified through either email or Canvas..

**Student Handbook:** The official Reedley College Student Handbook is a great resource that contains lots of valuable information a student may need during their time here at Reedley College. You can view this handbook online or download it as a .pdf file from the Reedley College website. The address is: <https://www.reedleycollege.edu/_documents/about/2016rcstudenthandbookmay05_2016.pdf>

**Final Exam:** A three-hour comprehensive final exam worth 20% of your total grade will be given at the end of the semester. The Final Exam is closed-book in that students may not refer to any document during the test. All answers must come from memory. You are required to take the final exam, however the final exam will not affect your FAA grade. Your final exam will be on March 12th.

**Required Textbooks:** These books are free to download in .pdf format here. <http://www.faa.gov/library/manuals/aircraft/>

1. U.S. Department of Transportation, Federal Aviation Administration. *Airframe & Powerplant Mechanics* ***General*** *Handbook*, FAA-H-8083-30ATB ed. ISBN: 9781941144602, Tabernash, CO: Aircraft Technical Book Company, 2018
2. U.S. Dept. of Transportation, Federal Aviation Administration.. ***Advisory Circular AC43.13-1B/2B****, Acceptable Methods, Techniques, and Practices - Aircraft Inspection and Repair*, ISBN: 9780977489695, Aircraft Technical Book Co., 2009
3. U.S Dept. of Transportation from Title 14 of the Code of Federal Regulation (14 CFR). ***FAR/AMT*, 2020** ed., Aviation Supplies & Academics ,IBN-13:9781619548084

***Recommended* Textbooks:** Note: Airframe & Powerplant Mechanics Test Guides are *strongly* recommended.

1. Aircraft Technical Book Company. *Airframe & Powerplant Mechanics General Test Guide*, 1st. ed. Tabernash, CO: Aircraft Technical Book Company, 2018 ISBN: 9781941144626
2. Wild, T., Leasure, M.. *Aviation Maintenance Technician General Workbook*, ed. Tabernash, CO: Aircraft Technical Book Company, 2018 ISBN: 9781941144633

**Instructor Meetings:** You may need to meet with your instructor during the semester for various reasons. Instructors hold office hours for this purpose and welcome you to meet with them at that time. Your instructor’s office hours are posted outside of the office on the door and on Canvas. Be aware that this can be a busy time and you may have to schedule an appointment. The meetings will be held via Zoom video conferencing application.

**COVID 19 Safety Practices:**

The County of Fresno Department of Public Health placed an order requiring Reedley College to screen all students for febrile respiratory illness on a daily basis. Reedley College is requiring all students on campus during 2021 year to do a **daily** health self-screening in efforts to stop the spread of COVID-19. <https://scccd.az1.qualtrics.com/jfe/form/SV_3IO880HybZg7ajX>

In addition to the survey above, due to the new Contact Tracing legislation, upon completing your day on campus, everyone will be required to complete the form indicating every building you have entered during your time on campus. You can find that here: <https://scccd.az1.qualtrics.com/jfe/form/SV_cSXHr657mjntnXD>.

If you have any of the following symptoms, they should not attend class. Students are encouraged to contact the nurse or healthcare provider for further guidance. Common COVID-19 symptoms include, but are not limited to:

* cough
* sore throat
* shortness of breath
* runny nose (not due to seasonal allergies)
* fever (100.4 degrees or more)
* and/or chills

Students should also **not attend class** if they have had close contact with anyone who has had these symptoms in the last 14 days.

Facial Coverings: Students and instructors are required to wear facial coverings or masks that cover and fit the face against the nose and mouth when entering, exiting, and throughout class. Students who have a documented medical condition that prevents them from using a snugly fitting facial covering can use face shields as an alternative.

Handwashing -Students are required to wash their hands or use hand sanitizer prior to class. Hand sanitizer is available in the classroom for their use.

Social Distancing -Students are required to stay at least 6 feet apart while on campus. In the classroom, maintain social distance and sit in seats as designated by the seating chart.

Classroom Cleaning -Students will wipe down their seating/work area with disinfectant before and after class. Safety procedures are subject to update.

**Student Education Plan:** A Student Education Plan (SEP) is a plan detailing the coursework that is required to meet Reedley College certificate, graduation, or transfer requirements. An SEP must be completed by a Reedley College counselor. It will note the classes you have completed and the classes you still need to take. The SEP should include courses you have taken at other schools. You will be encouraged to complete an SEP sometime during this semester if you have not already completed one.

**Personal Supplies:** You are responsible for your own personal protective equipment (PPE). **Safety glasses and hearing protection will be required in the Aeronautics building lab**. Safety glasses will be worn at all times during the lab sessions. You will be required to wear hearing protection while operating or in close proximity to equipment that elevates the sound level. Closed toe shoes are required in the Aeronautics lab. A pair of light work gloves is also recommended for occasional use. If you do not have your personal protective equipment with you, you will not be allowed to participate in the lab. We all occasionally forget to wear our PPE (I know I do), so please help each other out and remind each other if you see someone not wearing theirs (including the instructors).

**Uniform Shirts:**

You will be given an opportunity to purchase uniform shirts during the first week of class. Students are required to wear the Aeronautics program uniform shirts to class each day. If you fail to wear the correct uniform, you will be asked to leave the class and you will be marked absent until you return to class with the uniform on.

**Locker Room:** Each of the restroom facilities within the Aeronautics building has lockers for use by AMT students. You may use a locker to store PPE, books, projects, etc. You must provide your own lock and you will need to write down your full name, student number, and locker number on the locker assignment sheet kept by the instructor. Any locks found on lockers that have not been assigned will be cut and the contents of that locker with be disposed of. By the end of finals week for each semester, you will need to have you locker emptied and your lock removed. Any locks remaining on lockers will be cut and the contents of that locker with be disposed of.

**Grading Policy:** The AMT program is both a community college and a FAA approved curriculum at the same site, therefore, two grading systems are used. The grade required by the FAA is determined for each of the FAA subjects completed throughout the semester. These scores are calculated independently of each other but they will be combined at the end of each semester and added to your final exam score as the Reedley College grade for that semester. The subject area scores will account for 80% of the semester grade and the final exam will account for the remaining 20%.

**FAA subject scores:** A percent score will be used to compute all graded work where possible. Lecture scores will be based on a combination of quiz and test scores, class assignments, and homework assignments. Lab projects will be graded on many factors including: safety practices, job completion, time management, following directions, and the care of equipment and tools. The instructor will also evaluate your professional approach to each project. When each subject is completed, we will combine all lecture and lab scores in that subject and convert it to a percent score. You must score no less than 70% in BOTH lecture and lab. Then, the instructor will administer a subject area final exam. This exam will contain written as well as oral and practical problems. You must earn a passing score of 70% or greater on the subject area final exam to pass that FAA subject area. Wherever possible, lecture and lab scores will be weighted equally.

***Important Note: Each one of the* 45 *FAA subject area scores must be at or above 70% when completed to receive credit toward the Airframe and Powerplant Certificate. The College grade has no bearing upon meeting the FAA guidelines.***

**FAA Subject Grading System: (sample calculations)**

 **Lecture Points Earned Points Possible Lecture Percentage**

 Quiz 1 11 15

 Exam 1 25 30

 Assignment 1 + 15 + 15

  51 60 **85.0%**

 **Lab Points Earned Points Possible Lab Percentage**

Project 1 18 20

 Project 2 16 20

 Project 3 + 15 + 20

  49 60 **81.7%**

To arrive at the FAA subject score, add the lecture and lab sub totals together, and divide by two. This will result in an 83% FAA subject score. All percentages are rounded off to the nearest whole number.

 **Lecture Percentage** 85.0% **FAA Subject Score**

 **Lab Percentage** + 81.7% 166.7%

 166.7% 2 = 83.35%  **83%**

The semester final exam score is not factored in, nor has any bearing on this FAA score.

To calculate the semester grade for Reedley College, each completed subject score explained above is then "weighted" in proportion to the number of hours of instruction it contains. These weighted scores are then combined with the final exam score, which is always 20% of the final grade. This score is the semester college grade. The college grade is an average of all work completed in the course during that semester, including the final exam.

**College Grading System: (sample calculations)**

 **Subject Totals Hours per Subject Weight Factor**

 Subject 1 85% 10 0.2

 Subject 2 90% 25 0.5

 Subject 3 80% 15 0.3

 Sub total: 50 1.0

To arrive at the College grade, multiply each subject total by the weight factor (determined by subject length), then add the products together. For example:

 Subject 1: (85%) subject total (X) weight factor (0.2) = 17.0%

 Subject 2: (90%) subject total (X) weight factor (0.5) = 45.0%

 Subject 3: (80%) subject total (X) weight factor (0.3) = 24.0%

Total : 86.0%

 Final Exam Score 98.0%

Multiply the “weighted” total by 80%, then add the final exam score weighted at 20% for the “College” total score.

 Formula:(86% X 80%) plus (98% X 20%)  **= 88.4%**

**Letter Grade scale is as follows: 100%-90% = A, 89%-80% = B, 79%-70% = C, 69% and below = F.**

**Attendance Policy:** Students are expected to meet in the assigned area for roll call no later than 8:00 am each day. **If a student misses 15 hours or more in any semester, that student will be dropped from that AMT course.** If a student misses a test due to an absence, the test must be taken the first day the student returns to class. If a quiz or in class assignment is missed, you will not be allowed to make it up unless you provide a doctor’s note. If you arrive late, you must inform the instructor of your arrival immediately so the attendance record can be corrected. A missed time report will be kept for each student by their instructor. All time missed will be logged by your instructor in increments of 1/10th of an hour. Any time missed, and subsequently made up, will be recorded on this form by the instructor. The missed time report forms will be accessible for student verification. Time that has been “made-up” is still counted toward the 15 hour maximum per semester. All time missed due to absences or late arrival must be “made-up” prior to the end of the semester. You will not be allowed to begin the next AMT course until you have corrected your attendance record.

**1.** At the time of absence or late arrival the instructor will mark the student absent, enter the date, indicate whether the time missed was lecture or lab, and identify the subject(s) missed. **It is the responsibility of each student to verify that absences due to late arrival have been changed to actual time missed**. If not corrected, each absence becomes 6 hours time lost. Verification shall be done on the same day of the late arrival.

**2.** Students must report any time missed on the Time Make-up Formand submit it to the appropriate instructor at the end of the class session**. It is the student's responsibility to complete the time make-up form**. After the time is made-up, the instructor will enter the date the work was completed and initial. All work must be made up in order to qualify for the Certificate of Completion needed to take your FAA certification tests to become a licensed A&P Mechanic.

**Student Parking:** Reedley College parking permits are required for all vehicles on the Reedley College campus. Students will park only in designated parking areas. Parking is not allowed anywhere near the Aeronautics Building. You may purchase a parking permit from the cashier in the Student Services building for each semester you attend class. Parking permits cost $30 each. You must display the parking permit in your front windshield or hang it from your rear view mirror. Any violation of the above rules may result in a ticket.

**Behavioral Standards:** Please do not enter the classroom while another class is in progress. Please respect other persons and their property. Any disrespect to others may result in disciplinary action. Disruptive behavior, inappropriate language, or anything that could be viewed as sexual harassment is not acceptable. The “Student Conduct Standards” outlines behavioral expectations, and explains the process for responding to allegations of student misconduct. Students who do not comply with the “Student Conduct Standards” are subject to the College disciplinary actions. The Student Conduct Standards can be found at: <https://www.reedleycollege.edu/about/about-us/policies-and-procedures/student%20conduct%20standards.html>

No food or drink is allowed in the AMT classrooms or laboratory except in designated areas. The use of any form of tobacco is forbidden on campus. Vaporizers or “vapes” are also forbidden. Always maintain an attitude of safety in the lab. Always receive proper training before operating equipment that you do not know how to use. You are not allowed to use any power tools or equipment unless you have been instructed to do so by your instructor.

**Academic Dishonesty:** Students at Reedley College are entitled to the best education that the college can make available to them. Students, their instructors, and their classmates, share the responsibility to ensure that this education is honestly attained. Because cheating, plagiarism, and collusion in dishonest activities erode the integrity of the college, each student is expected to exert an entirely honest effort in all academic endeavors. Academic dishonesty in any form is a very serious offense and will incur serious consequences.

***§ 65.18 Written tests: Cheating or other unauthorized conduct.***

***(a)****Except as authorized by the*[*Administrator*](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=0c265d2e5b0cc0d1944056607ecc5df4&term_occur=999&term_src=Title:14:Chapter:I:Subchapter:D:Part:65:Subpart:A:65.18)*, no*[*person*](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=24a80ca42ed148d527b7ddad982da95a&term_occur=999&term_src=Title:14:Chapter:I:Subchapter:D:Part:65:Subpart:A:65.18)*may -*

***(1)****Copy, or intentionally remove, a written test under this part;*

***(2)****Give to another, or receive from another, any part or copy of that test;*

***(3)****Give help on that test to, or receive help on that test from, any*[*person*](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=24a80ca42ed148d527b7ddad982da95a&term_occur=999&term_src=Title:14:Chapter:I:Subchapter:D:Part:65:Subpart:A:65.18)*during the period that test is being given;*

***(4)****Take any part of that test in behalf of another*[*person*](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=24a80ca42ed148d527b7ddad982da95a&term_occur=999&term_src=Title:14:Chapter:I:Subchapter:D:Part:65:Subpart:A:65.18)*;*

***(5)****Use any material or aid during the period that test is being given; or*

***(6)****Intentionally cause, assist, or participate in any act prohibited by this paragraph.*

***(b)****No*[*person*](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=24a80ca42ed148d527b7ddad982da95a&term_occur=999&term_src=Title:14:Chapter:I:Subchapter:D:Part:65:Subpart:A:65.18)*who commits an act prohibited by*[*paragraph (a)*](https://www.law.cornell.edu/cfr/text/14/65.18#a)*of this section is eligible for any airman or ground instructor certificate or*[*rating*](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=5e04dbe216da194fe7f0e9b20dcdc53a&term_occur=999&term_src=Title:14:Chapter:I:Subchapter:D:Part:65:Subpart:A:65.18)*under this chapter for* ***a period of 1 year after the date of that act****. In addition, the commission of that act is a basis for suspending or revoking any airman or ground instructor certificate or*[*rating*](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=5e04dbe216da194fe7f0e9b20dcdc53a&term_occur=999&term_src=Title:14:Chapter:I:Subchapter:D:Part:65:Subpart:A:65.18)*held by that*[*person*](https://www.law.cornell.edu/definitions/index.php?width=840&height=800&iframe=true&def_id=24a80ca42ed148d527b7ddad982da95a&term_occur=999&term_src=Title:14:Chapter:I:Subchapter:D:Part:65:Subpart:A:65.18)*.*

*Plagiarism*is a specific form of cheating: the use of another’s words or ideas without identifying them as such or giving credit to the source. Plagiarism may include, but is not limited to, failing to provide complete citations and references for all work that draws on the ideas, words, or work of others, failing to identify the contributors to work done in collaboration, submitting duplicate work to be evaluated in different courses without the knowledge and consent of the instructors involved, or failing to observe computer security systems and software copyrights. Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may range from a failing grade on a particular examination, paper, project, or assignment in question to a failing grade in the course, at the discretion of the instructor and depending on the severity and frequency of the incidents.

**Technological Gadgets:** Mobile electronic devices such as MP3 players and mobile phones must be silenced and put away during class. There is an exception for tablets and laptops, but these devices are only allowed to be used in class during lecture and discussion for note taking. Computer use for note taking must be approved by the instructor and proof of those notes will be periodically checked by your instructor. If this privilege is abused or computer use becomes distracting, I will suspend this privilege. Mobile phone conversations, including texting, are distracting in the classroom setting and are not allowed. Please wait until break to use your phones.

**Special Needs Requests:** If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.