AVSC 2340_050 Instrument Ground 1  
M-R 1:00-3:05 in EDAN 127  
Summer I 2023  
School of Human Sciences  
Stephen F. Austin State University

Instructor: Dr. Chris Sams, CFI, CFII, MEI  
Office: Liberal Arts North (LAN) 255  
Office phone: (936) 468-2270 (no voicemail activated)  
Email: samsc@sfasu.edu (please indicate AVSC 2340 in the subject line of your message)

Office hours: M-R 9:30-10:30

Course Description

A study of basic instrument radio and navigation fundamentals used in instrument flight. To develop the pilot’s knowledge of basic attitude instrument flying.

This course is 3 credit hours and meets 150 minutes per week for the full semester, typically twice per week for 75 minutes or three times per week for 50 minutes. Students complete a variety of formal and informal assignments, which require, on average, six hours of work outside the classroom each week.

Co-requisite Course(s): AVSC 2240

Prerequisite(s)  
PSEL Certificate

Required Texts


**I do not provide knowledge test endorsements**: you receive it from Gleim: “Test Center Endorsement: This rating requires an endorsement authorizing you to take the test at the FAA testing center. After you answer every question in the course correctly, you will be provided with this endorsement.”

3. Instrument Rating Airplane: Airman Certification Standards (ACS)  
   https://www.faa.gov/training_testing/testing/acs/media/instrument_rating_acs_change_1.pdf

4. Highly Recommended: ASA Holding Pattern Computer  
   https://www.mypilotstore.com/mypilotstore/sep/519
Intended Learning Outcomes/Goals/Objectives (Program/Student Learning Outcomes)

The mission of the College of Education is to prepare competent, successful, caring, and enthusiastic professionals dedicated to responsible service, leadership, social justice and continued professional and intellectual development in an interconnected global society.

In the College of Education at Stephen F. Austin State University, we value and are committed to:

- Academic excellence through critical, reflective and creative thinking
- Life-long learning
- Collaboration and shared decision making
- Openness to new ideas, culturally diverse people and innovation and change
- Integrity, responsibility, diligence, and ethical behavior, and
- Service that enriches the community

This course relates to the College of Education’s Conceptual Framework (CF) and/or Vision, Mission, Goals, and Core Values (VMGV).

Program Learning Outcomes

Complete Certificates and Ratings for a career as a professional pilot in the Aviation Industry
Meet eligibility requirements outlined in the Federal Aviation Regulations: 14CFR §61, 14CFR §141 and FAA Airman Certification Standards

Student Learning Outcomes

Upon successful completion of this course, the student will demonstrate knowledge in:

- Instrument Flying
- Navigation Systems
- Airports, Air Traffic Control, Airspace
- Holding & Instrument Approaches

Coursework Requirements and Grading Policy

- The final course grade will be determined by 4 Stage Knowledge Tests (25 points each) which will be announced in class and posted on D2L under Content > Quizzes at least one week in advance of the due date (indicated on the tentative schedule below). They are open note and unlimited time. Once I complete grading, you can view your score, correct answers, and feedback by going in D2L to Course Tools > Quizzes. Once there, click on the down arrow next to the assignment you want to review and a menu will come up. In that menu, click on Submissions. On that screen, click on Attempt 1.
  - Note: Students must schedule their instrument written knowledge (IRA) test by June 8th and show me written proof via email or they will receive a one letter grade deduction from their final course grade. Students can schedule using this link: https://faa.psiexams.com/faa/login
I don’t accept late work. Assignments close at 11:59 pm on the due date (see below).

The questions and answers come directly from the required Gleim material.

Due to D2L formatting on some devices, you will need to reference the Airman Knowledge Testing Supplement for Instrument Rating for some of the figures:

Final Course Grade

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 100-90</td>
<td>Excellent</td>
</tr>
<tr>
<td>B 89.9-80</td>
<td>Good</td>
</tr>
<tr>
<td>C 79.9-70</td>
<td>Average</td>
</tr>
<tr>
<td>D 69.9-60</td>
<td>Below Avg.</td>
</tr>
<tr>
<td>F 59.9 and below</td>
<td></td>
</tr>
</tbody>
</table>

Course Policies

Adults make arrangements. They also take responsibility, are held accountable, and accept the consequences of their actions.

Attendance, Participation, and Preparation

- Regular, prompt attendance, active participation, preparation, and adherence to the syllabus policies are expected. **Due to the nature of this program and course, if a student exceeds 3 absences (excused or unexcused), they will not receive credit for the course.**

Students should check their SFA email account daily during the week. I return most emails within 24 hours. If you don’t hear back from me within 24 hours on a weekday, please resend your email--I may not have received it. This is a professional atmosphere; emails should have a subject, salutation (if for initial contact), body, and signature.

Course Evaluations

Near the conclusion of each semester, students in the Perkins College of Education electronically evaluate courses taken within the PCOE. Evaluation data is used for a variety of important purposes including:

1. Course and program improvement, planning, and accreditation;

2. Instruction evaluation purposes; and

3. Making decisions on faculty tenure, promotion, pay, and retention.

As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the PCOE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!
In the Perkins College of Education, the course evaluation process has been simplified and is completed electronically through MySFA. Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and will not be available to the instructor until after final grades are posted.

**Student Ethics and Other Policy Information: Found at [https://www.sfasu.edu/policies](https://www.sfasu.edu/policies)**

Class Attendance and Excused Absence: Policy 6.7

Regular, punctual attendance, documented participation, and, if indicated in the syllabus, submission of completed assignments are expected at all classes, laboratories, and other activities for which the student is registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.

**Academic Accommodation for Students with Disabilities: Policy 6.1 and 6.6**

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 936-468-3004 as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

Student wishing to pursue the Aviation Courses and Flight Labs directly related to the award of a Federal Aviation Administration (FAA) Pilot Certificate or Rating must first obtain an appropriate FAA Medical Certificate through an FAA approved Aviation Medical Examiner. It is not lawful for Aviation Students to be awarded disability accommodations that are not acceptable by or, in conflict with the Federal Aviation Administration’s guidelines. Should a student have any disabilities that require such accommodations, it is the student’s sole responsibility to obtain an unrestricted First Class Medical Certificate through the FAA’s Statement of Demonstrated Ability (SODA). Please refer to the FAA SODA Guidelines found at [https://www.faa.gov/about/office_org/headquarters_offices/avs/Offices/aam/ame/guide/app_process/general/appeals/soda/](https://www.faa.gov/about/office_org/headquarters_offices/avs/Offices/aam/ame/guide/app_process/general/appeals/soda/)

For information on how to obtain an FAA Medical Certificate and a list of AMEs please go to [https://www.faa.gov/licenses_certificates/medical_certification/get/](https://www.faa.gov/licenses_certificates/medical_certification/get/)
Student Academic Dishonesty: Policy 4.1
Abiding by university policy on academic integrity is a responsibility of all university faculty and students.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:
• using or attempting to use unauthorized materials on any class assignment or exam;
• falsifying or inventing of any information, including citations, on an assignment; and/or;
• helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to:
• submitting an assignment as one's own work when it is at least partly the work of another person;
• submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or,
• incorporating the words or ideas of an author into one's paper or presentation without giving the author credit.

Penalties for Academic Dishonesty
Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university

Student Appeals
A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3).

Withheld Grades: Policy 5.5
At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Active Military Service (6.14)]. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average

Student Code of Conduct: Policy 10.4
Disorderly conduct including but not limited to: (a) disruption or Interference of Students, faculty, administration, staff, the educational mission, or routine operations of the University. (b) Commercial solicitation on campus or with University resources without prior approval from University officials. (c) Failure to comply with a reasonable and lawful request or directive of University Officials. (d) Facilitation of Student misconduct including but not limited to assisting, conspiring, soliciting, or encouraging others to engage in conduct which violates the Student Code
of Conduct. More information on Student Code of Conduct can be found at https://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf

The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program at SFA.

SFA values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

**On-campus Resources:**
SFASU Counseling Services
www.sfasu.edu/counselingservices
3rd Floor Rusk Building
936-468-2401

SFASU Human Services Counseling Clinic
https://www.sfasu.edu/humanservices/clinics-labs/counseling-clinic
Human Services Room 202
936-468-1041

**Crisis Resources:**
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741IX.

**Acceptable Student Behavior**

Stephen F. Austin State University Aviation students are required to understand, acknowledge and abide by the Flight Training Provider’s Code of Conduct policies. These policies focus on Safety First, Security, Incident/Accident Prevention, Professional Conduct and, the use of illegal drugs and alcohol. SFASU Aviation Students will be subjected to drug and alcohol screenings as directed by the Chief Instructor Pilot.

Acceptable behavior also includes how you interact with your fellow students in class discussions, online discussion forums, and any group work. Language used should always be professional. While you are encouraged to share personal experiences as examples for synthesizing class information, it will never be required of you to disclose information that makes you uncomfortable. When disagreeing with other students in the class, please be professional and refrain from profanity, personal attacks, and slurs.

**Tentative Course Outline**

The course will be divided into three stages lasting approximately 1 week each.
Stage 1: The pilot will learn about the operation of various airplane instruments, aerodynamic factors related to instrument flying, and various navigation systems. The pilot will become familiar with pertinent federal regulations for IFR flight operations.

Stage 2: To develop the pilot’s knowledge of ATC clearances, holding procedures, and instrument approach procedures and charts. The pilot will learn about airport markings and signs, airspace, and arrival and departure procedures and charts. Additionally, the pilot will learn about aeromedical factors, aeronautical decision making, and crew resource management.

Stage 3: To develop the pilot’s knowledge of IFR cross-country flights. The pilot will learn about weather theory as well as how to use aviation weather reports and forecasts, including how to use those items along with personal observations or weather conditions to forecast weather trends. The pilot will learn about IFR en route operations and IFR en route chart interpretation. Finally, the pilot will review previously learned material with a comprehensive review of IFR flights.

Stage Knowledge Test 1 due: Thursday, June 8
Stage Knowledge Test 2 due: Thursday, June 15
Stage Knowledge Test 3 due: Thursday, June 22
Stage Knowledge Test 4 due: Thursday, June 29

End-of-Semester Procedures

For final course grades, an 89.9 is a B and a 79.9 is a C and so on. Students should not expect or request that grades be rounded up. All grades are final and students should not email asking to redo an assignment, do corrections, do extra credit etc. I do not take into special consideration loss of scholarships, financial aid, financial assistance from parents, program admission requirements, probation, suspension, athletic requirements etc. Final assignment and course grades will be posted on D2L and uploaded to mySFA during finals week.

“JackText grade notification is available to students who sign up for it. This service sends a text to the student each time a grade is posted to their account. This should eliminate some of their anxiety when awaiting grades posting, as they will be notified the moment the grade is rolled into their academic history. Instructions for signing up for JackText can be accessed at http://www.sfasu.edu/5418.asp.”