Airport Management and Operations
AVIA 214 - 5 credits

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AVIA 214 - Course Description:
Introduction to:
- Airport operations, functions and purposes of Airports
- Airports as part of the National Airspace System (NAS)
- Airport Development, Planning and Construction
- Rules and Laws associated with Airport Operations
- Policies and politics of Airport Management and Operations
- Airport Operations Economics and Financial Management

AVIA 214 - Airport Management and Operations:
- Provides a broad overview of the how an Airport functions as a component of the NAS, as a critical community asset and as a stand-alone business operation
- Provides a basic orientation and understanding of airport management issues and presents the challenges of operating an airport in the Post-911 era
- Develops basic management skills pertaining to fundamental business processes pertaining to operating an airport including:
  - Fundamental Operations and Planning processes and procedures
    - Assess, clarify and define airport needs
    - Frame airport problems to produce problem-solving frameworks that can provide solutions which address or attempt to address all aspects of the problem (there are NO simple airport problems)
    - Develop awareness of how to work with political systems
    - Developing budgets and managing finances
    - Air safety philosophy, planning and implementation
    - Awareness of and responses to government rules and laws
  - Basics of Managing Airport Equipment and Facility Requirements
    - Runways, taxiways, ramps and parking areas
    - Airfield, runway, and taxiway lighting and sign systems
    - Transportation Inter-modal considerations
    - Aircraft hangars, passenger terminals and freight facilities
    - Fuel management, storage and distribution
    - Weather considerations and impacts of inclement weather
    - Real estate management, rentals, leases and property considerations
    - Complying with Federal Regulations
  - Daily Airport Management Operations
    - Daily routines of management
    - Routine and special problems
    - Airport Security and Safety problems
    - Emergency services and responses to emergency situations
Materials for AVIA 214:
Websites
- Students may choose to download copies of the bolded items from the www.faa.gov/atpubs website
  o CFR 14 Part 139 – Certification of Airports
  o 14 CFR, Section 91.129.
  o FAA Runway Safety Report, September 2007
Handouts
- Instructor will provide handouts as the course progresses

Learning Objectives:
AVIA 214 students should gain sufficient knowledge to:
- Understand fundamental Airport Management processes and procedures, and be able to describe and explain the rationale for and recognize the critical aspects of basic Airport Management functions.
- Understand interaction between Airport Managers and local, state and federal regulatory and oversight agencies and understand the need for cooperation and integration of Airport Operations with other components of the National Airspace System (Air Traffic Controllers and other FAA functionaries)
- Understand how effective budget management and efficient financial management play pivotal roles in the success or failure of airports, and understand the broad skills and keen business acumen that managing an airport demands
- Understand the role of federal, state and local governments and how those institutions can help and hinder airport management operations
- Understand how politics, policies, laws and rules affect airport management and airport operations
- Develop a solid understanding of the unique function of an airport, and the unique contribution that airports can make in the life of a community.
- Understand fundamental safety aspects about airport runway operations, and in particular, the need to eliminate runway incursions

Evaluation Standards
Instructor will evaluate student using:
(1) Test – Tests on lectures, readings and guest speaker presentations
(2) Team projects the student will complete in coordination with other students:
  a. Air Cargo Security Research Paper
     i. Each team will produce a 2-3 page research paper outlining the issues of air cargo security. Comply with Writing Guide Instructions.
  b. Airport Manager Interview
     i. Each Team will interview the Manager of a local Airport (Interview Questionnaire development will be an in-class seminar project)
  c. Analysis of the Washington State Airports in one WA county
     i. Case Study of the issues associated with Airports and the situation of GA Airports in particular
  d. Plan a new Regional Reliever Airport in the Puget Sound Area
     i. Develop a new Airport, or Modify an existing Airport to fulfill the needs of the Puget Sound Air Traffic Hub – Explain and justify:
Testing, Make-ups, Retakes, & Grading
There will be one take-home test for individual grading. The remainder of the grading will be from Team Projects. The Test will be approximately 20% of the grade and the remaining 80% will be from results of the three Team Projects.

Attendance/Absence/Tardiness Policy:
If you expect to miss a class or you inadvertently miss a class, inform your team and get the information you missed from your team mates. Ask your teammates before you ask me.

Final Grading: (GRCC uses the decimal grading system)

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Academic Honesty: Cheating in any form is cause to earn a zero point score and the student can not retake the test.

In-class Computer Use: Computer use in-class is a convenience to the student and students must restrict themselves to only activities directly pertaining to AVIA 214 class activities. Please don’t abuse this policy or you will force me to take restrictive actions.

Instructional methods: (I will use any and all of these methods to teach the class)
- Lectures
- Take home tests
- Seminar discussions
- Student presentations.
- Off-campus tours of Airports
- Team Project Work assignments

Homework:
- Complete Team Project work
- Complete Take home tests
- Work as a team
Campus-wide Outcomes:
Green River Community College (GRCC) identified specific fundamental knowledge, skills, behaviors, attitudes, and values that GRCC students must possess to be successful after leaving the Green River Community College environment:

- A sense of the individual's responsibility to the community
- Quantitative and symbolic reasoning
- Critical thinking and rational decision-making
- Written & Oral Communications skills suitable for the modern business environment

A. Responsibility:
1. Student must demonstrate knowledge of and a willingness to accept stated and agreed expectations, policies, behavior, and procedures.
2. Student must demonstrate accountability (punctual and ready to learn), integrity (does own work and pulls own weight in collaborative tasks), initiative (seeks help when needed), and tolerance (develops awareness of own biases).
3. Student actively and appropriately interacts with others and is able to respect everyone's opinion.

**Student demonstrates these attributes by preparing for lectures and discussions, submitting assignments in on time, and being accountable to work groups within which the student participates**

B. Quantitative/Symbolic Reasoning:
1. Student evaluates and interprets information / data accurately and usefully.
2. Student recognizes which processes or methods are appropriate for solving a given problem, and correctly implements those processes.
3. Student demonstrates the ability to estimate a solution to a presented problem
4. Student translates data into various formats such as graphs, tables, formulas, and sentences.

**Student demonstrates these attributes through class work, homework, project work, and tests.**

C. Critical Thinking:
1. Student provides reasons for the conclusions they reach and assess the relevance and adequacy of those reasons.
2. Student connects past learning with current topics.

**Student demonstrates these attributes through class work, homework, project work, and tests.**

D. Written & Oral Communications:
1. Student demonstrates involvement with the material by expressing a clear awareness of purpose, unity, and focus in his or her writing or speaking.
2. Student demonstrates clear organization of his or her thoughts in written and oral communications.
3. Student demonstrates well-organized and logical writing while using correct grammar and spelling.

**Student demonstrates these attributes through class work, homework, project work, and tests.**
**Special Needs:**
If the student needs course adaptations or special accommodations because of a disability, has emergency medical information the instructor should know, or has a need for special accommodations that the Instructor should know in the event that the building needs to be evacuated, please contact the Instructor and be sure the instructor fully understands the special need. Students may use alternate modes to communicate Special Needs information (email, phone). In any case, and using any format, students should inform the Instructor as soon as possible after the start of school. Students should also contact Disability Support Services (DSS) in LSC 277 – Phone DSS at: 253-833-9111, ext. 2631 or TDD at 253-288-3359.

**Attendance/Absence/Tardiness Policy:**
Attendance is expected. Advise the instructor, in advance, if you are going to miss a class. If a student is absent, or tardy to class, the student may not suffer a grade penalty due to sickness/emergency or for an approved absence, but may suffer a grade penalty if the student fails to coordinate with the Instructor. An absence will not excuse a student from completing all prescribed class and course requirements. Students who are habitually late or absent from class may suffer a grade penalty.