FROM: AFROTC DET 150/CC

SUBJECT: AS400 Course Syllabus and Instructions for AFR 4211, National Security Affairs and Preparation for Active Duty

1. Welcome to AFR 4211. For many of you this is your final semester in AFROTC! I hope you had a great holiday and are ready for one final push. I also hope you will enjoy this semester and the curriculum we have developed for you. My goal is to ensure each of you receives a challenging and rewarding experience in preparation for commissioning. Your responsibility is to begin building the foundation from which you can launch a successful Air Force career. It is therefore incumbent upon you to listen, participate, and learn from this AFROTC class. Moreover, as senior cadets you are expected to serve as role models and mentors to the entire cadet wing. Do not take this responsibility lightly.

2. In class, we will cover material dealing with various topics including: global affairs, joint operations, the enlisted force, command and leadership, evaluation systems for the enlisted and officer force, oath of office and commissioning, communication skills, NCO perspectives, feedback systems, typical base agencies/services, and managing a military family and finances.

3. Your commissioning target date is approaching soon--the day you will get your gold bars. I implore you to maintain a steadfast focus on that goal as it represents the culmination of years of great effort and sacrifice. At the same time, I encourage you to take full advantage of your current opportunity to further hone your leadership skills as the lessons you learn over the next semester will play a pivotal role in your ultimate success as a new Air Force Officer. Thank you in advance for your hard work and professionalism.

Go Air Force! Go Gators!

//SIGNED//
SHANNON E. MOORE, Lt Col, USAF
Commander

Attachment:
Course Syllabus and Schedule

Go Air Force! Go Gators!
AFR 4211: COURSE DESCRIPTION & OBJECTIVES

1. AFR 4211, National Security Affairs and Preparation for Active Duty

2. Course Description – AFR 4211 is designed to examine the national security process, combatant commands, advanced leadership ethics, and Air Force doctrine. Special topics of interest focus on the military as a profession, military justice, civilian control of the military, preparation for active duty, and current issues affecting military professionalism.

3. Instructor - Lt Col Shannon Moore, 204 Van Fleet Hall, (352) 392-1355, (0800-1630 office hours M-F), shannonmoore@ufl.edu;

4. Course Objectives – You should learn or comprehend the following information/concepts over the course of the semester:
   a. Understand the National Security Process
   b. Comprehend Air/Space functions and capabilities
   c. Understand the roles of military in society and current professional issues
   d. Comprehend the varied responsibilities of an Air Force commander
   e. Apply effective listening, speaking and writing skills
   f. Understand factors that will enable a smooth transition to military life

5. Required Texts – The required texts can be accessed online though http://elearning.ufl.edu/. Reading will come from ‘Air and Space Studies 400: National Security Affairs and Preparation for Active Duty

*Note - all briefings and written assignments must comply with the Air Force Tongue & Quill.

“Go Air Force! Go Gators!”
AFR 4201: CLASS REQUIREMENTS & POLICIES

6. Uniforms: Cadets will conform to proper appearance standards in or out of uniform. You are not normally required to wear uniform to the Tuesday class; however, there will be occasions i.e. briefings, when you will be directed to wear a uniform.

7. Grading Criteria: Grades will be determined as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Point Distribution</strong></td>
<td></td>
</tr>
<tr>
<td>Final Exam/Briefing</td>
<td>25</td>
</tr>
<tr>
<td>Leadership Vision Paper</td>
<td>35</td>
</tr>
<tr>
<td>Class Participation</td>
<td>40</td>
</tr>
<tr>
<td><strong>Total Possible</strong></td>
<td>100</td>
</tr>
</tbody>
</table>

**UF and Santa Fe College (SFC) Grade Scale**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score Range</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
<td>4.0</td>
</tr>
<tr>
<td>B+</td>
<td>88-89</td>
<td>3.5</td>
</tr>
<tr>
<td>B</td>
<td>80-87</td>
<td>3.0</td>
</tr>
<tr>
<td>C+</td>
<td>78-79</td>
<td>2.5</td>
</tr>
<tr>
<td>C</td>
<td>70-77</td>
<td>2.0</td>
</tr>
<tr>
<td>D+</td>
<td>68-69</td>
<td>1.5</td>
</tr>
<tr>
<td>D</td>
<td>60-67</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>Below 60</td>
<td>0</td>
</tr>
</tbody>
</table>

*All students must achieve a grade of C or better to pass AFR 4201.*

Failed AS Classes. Cadet may apply for re-entry, but the failed class(es) will have to be re-accomplished for AFROTC credit.

Incompletes. The Det/CC must approve all “Incompletes” for AS classes. “Incompletes” must not be used for unusual or unavoidable circumstances, such as an extended illness. “Incompletes” must not be used for make-up of unsatisfactory or delinquent work, or as a sanction for cadets who do not return uniforms. An “Incomplete” must be resolved NLT the end of the following term or it will constitute a failure.

“Go Air Force! Go Gators!”
Links.
  a. UF Undergraduate Catalog: https://catalog.ufl.edu/ugrad/current/pages/majors.aspx
  b. Current UF grading policies may be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx
  c. SF Grading Policy: http://www.sfcollege.edu/about/?section=general_academic_information

8. Assignments: There will be scheduled and impromptu briefings that encompass your class participation grades, one paper with an associated brief, one group project and one final exam this semester. Plan on briefing in uniform, your choice of ABU/FDU/Blues. The exam will cover all reading assignments, lecture material, information presented by any guest lecturer, and or information presented in cadet briefings.

A penalty will be assessed for any late assignment up to 10 total points taken off, plan and manage your workload. Any assignment not provided at the specified date and time will be penalized 1 point for each day late, excluding Saturday and Sunday.

9. Class Leader: The class leader will be responsible, (duties may be delegated, but the class leader remains fully responsible for accomplishment) for the following:
   a. Collecting assignments due prior to class start
   b. Calling the classroom to attention
   c. Attendance
   d. Room care
   e. Other activities assigned by the instructor

10. Attendance: You are getting ready to be active duty Lieutenants; I expect you to attend my class and to be on time. Technically, you can miss up to 20% or 3 classes and not fail for attendance. If you are going to miss, you must coordinate with me prior. Requirements for class attendance and make up exams, assignments, and other work in this course are consistent with university policies and that can be found at https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.”

If you decide to drop, withdraw, or not meet the attendance requirements stated above, it is your responsibility to ensure you are administratively dropped by your registrar. If you do not meet attendance requirements and are still formally enrolled at the end of the semester in this class and/or the corresponding leadership lab, you will be awarded a failing grade.

11. Participation Points: These points will be based on attendance, evidence of preparation (i.e., being able to answer questions about the readings, etc.), and overall participation. Unexcused absences will result in a 2-point deduction from your final grade.

12. Class Comportment: The atmosphere is military, but intellectually permissive. The classroom will be called to attention when the instructor enters (at the beginning of class) and when class is completed, after it is evident there are no final questions the room is to be called to attention. Snack foods and drinks are permitted in the classroom. This is a policy/privilege that may be rapidly rescinded if proper care of academic facilities is not followed. Please ensure the room is clean before you leave the area.

“Go Air Force! Go Gators!”
13. **Integrity:** Intentionally passing off someone else’s work as your own (plagiarism) or gaining unfair advantage during exams (cheating) is not consistent with the integrity we expect of officer candidates. Confirmed plagiarism or cheating will result in a failing grade for the course and, if applicable, investigation for disenrollment from AFROTC.

14. **Students With Disabilities:** Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565), [www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

15. **Makeup Work/Exams:** Makeup work and/or exams may be approved on a case-by-case basis for unusual or unavoidable circumstances. Requirements for class attendance and make up exams, assignments, and other work in this course are consistent with university policies and that are located: [https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx](https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx)

16. **Class Dates And Times:** AFR 4211 will be taught Tuesday, 1250-1500L. Details of specific lessons and readings are on the class schedule (Attachment 3).

17. **Academic Freedom/Integrity:** The free exchange of opinions and ideas is essential to the educational process and, to the greatest extent possible, faculty, students, and staff are encouraged to speak and write freely. “Statements, disagreements, and other comments made by individuals or groups in the educational forum are safeguarded through the practice of non-attribution” (AUI 36-2309). Due to our military profession, there are some limitations to our academic freedom. This subject will be briefed in detail at the beginning of the semester; if you have any questions see your instructor as soon as possible.

18. **University Of Florida’s Honesty Policy:** UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “on my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code ([http://www.dso.ufl.edu/sscr/process/student-conduct-honor-code/](http://www.dso.ufl.edu/sscr/process/student-conduct-honor-code/)) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor in this class.

19. **On-line Course Evaluation Process:** Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at [https://evaluations.ufl.edu](https://evaluations.ufl.edu). Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary

“Go Air Force! Go Gators!”
results of these assessments are available to students at https://evaluations.ufl.edu/results/.

“Go Air Force! Go Gators!”
**AFR 4201: CLASS SCHEDULE & Tentative Required Readings**

NOTE: Instructor reserves the right to adjust Topics prior to class in order to enhance training. If the assignment is changed and not briefed the week prior, you won’t be held responsible for course work for that week.

<table>
<thead>
<tr>
<th>Class</th>
<th>Date</th>
<th>Topic</th>
<th>Required Reading</th>
</tr>
</thead>
</table>
| 1     | 14 Jan | - Administrative Overview of AFR 4211  
- Base Agencies  
- Oath of Office and Commissioning | See Cadet Reader                |
| 2     | 21 Jan | - SAPR / Green Dot  
- Religious Freedom / Suicide Awareness  
- Pro/Unprofessional Relationships | See Cadet Reader                |
| 3     | 28 Jan | - Your First Officer Assignment  
- Career Progression | See Cadet Reader                |
| 4     | 4 Feb  | - Leadership, Authority, and Responsibility  
- Leadership Case Studies | See Cadet Reader                |
| 5     | 11 Feb | - Military Justice  
- Military Justice Case Studies | See Cadet Reader                |
| 6     | 18 Feb | - AFEX  
- Ethical Decision-Making | See Cadet Reader                |
| 7     | 25 Feb | - Corrective Supervision and Counseling  
- **Leadership Vision Paper Due** | See Cadet Reader                |
| 8     | 4 Mar  | - eLearning  
- Risk Management | See Cadet Reader                |
| 10    | 11 Mar | - Enlisted Evals  
- Officers Evals  
- Airman Comprehensive Assessment | See Cadet Reader                |
| 11    | 18 Mar | - Bullet Practicum;  
- **Leadership Vision Briefing** | See Cadet Reader                |
| 12    | 25 Mar | - Lead Case Studies | See Cadet Reader                |
| 13    | 1 Apr  | - Blended Retirement System  
- Pay, Allowances, Leave | See Cadet Reader                |
| 14    | 8 Apr  | - **Final Exam / Communication Skills** | See Cadet Reader                |
| 15    | 15 Apr | - **Final Exam / Communication Skills** | See Cadet Reader                |

Additional Out of Class Readings: Briefed During week prior

“*Go Air Force! Go Gators!*”