DEPARTMENT OF LOGISTICS AND OPERATIONS MANAGEMENT
COURSE SYLLABUS
BLB 250, 1400 to 1520

TERM: Spring 2026

COURSE TITLE: LGAV 3110.001, Aviation Maintenance Programs

COURSE DESCRIPTION FROM CATALOG: Basics of aviation maintenance management. Familiarization with the functions and responsibilities of aviation maintenance managers. Topics include managing maintenance, complying with regulatory, legal, and technical requirements of aviation maintenance, and defining safety concepts of the aviation maintenance industry. Emphasis on the identification of optimum applications used in aviation maintenance.

INSTRUCTOR: Steve Joiner
BLB, Rm 338E
940.565.3085 (office)
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OFFICE HOURS: Tuesday: 11 am to 12 noon
Wednesday: 11 am to 12 noon
Thursday: 11 am to 12 noon
Other times by appointment.

COMMUNICATION: The preferred communication method is email, via either Canvas or the UNT email system. Texting can be effective and fast, but please include your name in any text, as I will not have students' cell numbers in my contacts list. My Cell number: 214-693-3866. In all cases, a response can be expected within 24 hours of receipt.

WELCOME: As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, or retaliation. UNT's Non-Discrimination Policy is further addressed in the Class Participation section of the syllabus.

TEACHING: The course format will use the textbook, short quizzes at the end of each covered chapter, class lectures, occasional outside readings, and class presentations. Classroom attendance is highly recommended as most all material covered in the course will be delivered face-to-

face. Learning is offered via textbook chapters, personal experiences and examples provided during the lectures, and chapter PowerPoints. This may be best described as ***reading, hearing, and seeing.***

REQUIRED TEXT: Kinnison, Harry: "*Aviation Maintenance Management* "Publisher: McGraw-Hill Professional; Second edition ISBN: 978-0-07-180502-5. Current FAR/AIM.

Course materials, including PowerPoint slides, assignments, and outside readings, will be available on Canvas (http://Canvas.unt.edu). Some materials will be available in Adobe Acrobat Reader (*.pdf) format. Students can obtain Adobe Acrobat Reader from www.adobe.com.

TA INFORMATION: If re-directed to my TA for any grade changes, questions posed etc., students may contact: TBA

COURSE MATERIALS

Canvas. Course materials, assignments, and any outside readings will be available within Canvas. Students can access Canvas via the website *https://ecampus.unt.edu*. The site is password-protected and can be accessed using the student's EUID. Students can learn more about Canvas by reviewing the online student manuals.

Outside readings: Outside readings may be required for several class sessions. If outside readings are assigned, they will be posted in Canvas by chapter and can be downloaded.

Internet Software: Students will need Internet access and a web browser such as Firefox or Microsoft Internet Explorer. Course materials and assignments will be distributed via Canvas. Students will be responsible for accessing Canvas to obtain all course materials and for posting completed assignments when required. Adobe Acrobat Reader will be required to read the majority of these materials. Adobe Acrobat Reader is available free of charge from the Adobe website: www.adobe.com. Many of the printed materials required for this course will be stored in PDF. This format is common for materials published throughout the web and for full-text articles obtained on-line from the UNT library. Materials written in PDF can be viewed and printed only

using the Adobe Acrobat Reader. Once the Reader is installed on the Student's system, click one of the PDF items. The student's web browser should automatically load the Adobe software and display the document to the student. Students can then print the document by clicking on the printer icon on the Adobe Acrobat Reader window.

Technical Assistance:
Part of working in the online environment involves addressing the inconveniences and frustrations that can arise when technology malfunctions or does not perform as expected. At UNT, the Student Help Desk is available to assist with Canvas and other technology-related issues.
UIT Help Desk: UIT Student Help Desk site (http://www.unt.edu/helpdesk/index.htm)
Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 130
Walk-In Availability: 8am-9pm
Telephone Availability:

- Sunday: noon-midnight
- Monday-Thursday: 8am-midnight
- Friday: 8am-8pm
- Saturday: 9am-5pm

Laptop Checkout: 8am-7pm

For additional support, visit Canvas Technical Help (https://community.canvaslms.com/docs/DOC-10554-4212710328)

Class PowerPoint Presentations: PowerPoint slides used in class are available for download from Canvas. The PowerPoint files will be saved as PDF (three slides per page) for note-taking and in the regular format. I would encourage students to download and print copies of the slides in advance of reading the book chapter.

Class Objectives: The daily objectives for each class session are posted by chapter in Canvas.

COURSE OBJECTIVE: To provide an understanding of the regulatory, legal and technical requirements of maintenance in the aviation industry. Students will learn about the different aspects of the aviation maintenance industry. Particular emphasis will be placed on defining the various

safety concepts and optimum applications used in aviation maintenance.

COURSE FORMAT:

The course will be conducted face-to-face.
Lectures ***supplement*** the course text. As a result, students must attend the lectures **and** read the course text and the PowerPoint presentations for each chapter.

This course will not be about Aircraft repair, but will be somewhat unique. It will cover the following topics: maintenance, engineering, and management. We will examine the "big picture". We will be looking at maintenance, engineering, and management as an integrated whole. We will examine how all these disciplines combine and coordinate to accomplish the goals and objectives of aviation maintenance.

The class will adhere as closely as possible to the schedule posted in the syllabus. Students must progress according to the schedule outlined in this syllabus.

Before beginning any chapter, students should refer to the chapter objectives posted on Canvas. Students will find information on how to prepare for the chapter, the reading and viewing assignments, any required or recommended outside readings or videos, key learning objectives, and, if applicable, discussion questions.

In several instances, the material in the book may already be outdated. If the material in the PowerPoint slides contradicts or contains information different from that in the book, students should use the information in the slides.

Any questions regarding the course should be posted in the discussion area. A discussion area will be created for each chapter and assignment. Post questions in this area, and we will respond. This approach will ensure all students benefit from other students' questions and the responses.

GRADING: **Students should not view graded elements or assessments as separate from the** course content. These assessments are integral to learning aviation maintenance. Each graded element provides an opportunity for students to interact with the problems frequently encountered by aviation professionals and to receive immediate feedback on their performance. The purpose of these assessments is to further student understanding of aviation.

The graded elements within the course include two examinations, a class project, a resume submission, and quizzes. In addition, students are required to attend two presentations in the executive lecturer series or at professional meetings featuring a speaker. *That being said, do not depend on the grade calculations on Canvas when evaluating your grade.* Final grade calculations are performed by me in an Excel spreadsheet at the end of the semester to ensure the formulas used for weighting each assignment are correct.

The weights assigned to each element are shown in the following table:

Graded Element	Percentage
Exam 1	25%
Exam 2	25%
Quizzes	20%
Class Project	15%
Resume Submission	10%
Professional Development (2)	5%
Total	100%

The student's course grade will be determined based on the following evaluation instruments:

1. ***Exams.*** Two face-to-face exams will be given. The exams will consist of 50 questions drawn from the readings, lectures, speakers, presentations, and assignments. **Students are responsible for the material even if it is not emphasized or covered during the lectures**. Past experience strongly suggests students will learn much more (and thus perform better) in the class if students have completed the reading assignment before viewing the assignment and taking the quizzes and examinations. The book chapters cover much of the material addressed in this course; however, I will also cover material beyond the text in the in-class lectures and PowerPoint slides. It is strongly recommended that students take thorough notes. Exams will focus on the chapters and modules in the class schedule; however, given the nature of the course and its subject matter, all exams will include some comprehensive elements. There will be no make-up exams except in extraordinary circumstances that require prior approval.
   The exams are not cumulative. However, students must be familiar with basic concepts covered earlier in class.

2. ***Quizzes.*** A quiz will be administered online 0800 the Friday of the end of the week the chapter or subject is presented. Students will be informed about the manner of the quiz in the class that week. Quizzes will consist of five to ten questions covering the material assigned for the class period. Failure to prepare for the quizzes may seriously affect the Student's grade. **The quizzes are representative of the multiple-choice questions students can expect to encounter on examinations. On-line quizzes given will be available beginning 0800 on the Friday of the week in which it was covered and will close by class time the following Tuesday. As a general rule, online quizzes cannot be made up.**

3. ***Resumes.*** Time to start thinking about graduation which includes always having a resume ready. In order to be prepared students will be required to submit a resume for this class.

   Student assignment:
   First, in order to receive credit, students must submit their resume ELECTRONICALLY in Canvas per their instructor's portal **no later than 1700, Friday, January 30, 2026.** The logistics faculty may use this version of the Student's resume to send to companies that contact us throughout the semester and afterward- so make sure it is the student's very best. **There is a penalty for late submission.** Students adding the course will have 48 hours to make up this exercise from the time it is added.

   Second, in order or be visible to employers students must submit Student's resume via Eagle Careers into Handshake
   http://studentaffairs.unt.edu/career-center/eagle-careers
   Students need to have a student profile created. A Student User's Guide will be provided.

   Third, once Student's resume is ready to upload into Handshake do the following:
   Under "Personal Goals" select either "I want a job" or "I want an internship", and then click "Done".
   If recruiters are allowed to view the Student's resume, select the "Other" dropdown and choose "Has Public Resume".

4. ***Class Project.*** A class project will be assigned to evaluate systems used by local MROs.
   Guidelines: The Class will be given an exercise, with students separately completing the assignment. It will involve manpower forecasting and scheduling to support the expansion of the fleet

and service. Detailed instructions will be provided prior to the event.

5. ***Class participation***. Participation will be evaluated based on preparation for class, frequency and quality of participation, organization, and conciseness.

- While the freedom to express oneself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
- Treat students, instructors, and classmates with respect in any communication online or face-to-face, even when their opinion differs from the Student's own.
- Ask for and use the correct name and pronouns for students, instructor, and classmates.
- Speak from personal experiences. Use "I" statements to share thoughts and feelings. Avoid speaking on behalf of groups or other individuals' experiences.
- Use critical thinking skills to challenge other people's ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!"
- Be cautious when using humor or sarcasm in emails or discussion posts, as tone can be difficult to interpret digitally.
- Avoid using "text-talk" unless explicitly permitted by the instructor.
- Proofread and fact-check sources.
- Keep in mind that online posts can be permanent, so think first before typing.

6. ***Professional development.*** It is understood that the most effective form of enrichment in learning a practical discipline is participation in activities classified as "Professional Development" (PD). PD includes activities of service or learning with members of the profession. Suitable activities include attending meetings of professional organizations, attending presentations by industry leaders, working on practical projects within the discipline, and participating in other industry- or profession-focused learning events.

   There are two (2) categories of PD – Primary and Supplemental. Primary PD consists of attendance at one of the scheduled

College of Business Distinguished Speaker, Center for Logistics Education and Research Speaker Series events, Onboarding speaker series, or attendance at one of the DFW professional association meetings. These are the only activities that pre-qualify for Primary PD credit. *Each student is expected to participate in at least two (2) Primary category events during the semester (each event earns 2.5 points for a total of 5 points).*

The Supplemental category of PD is somewhat broader and includes many activities related to student organizations in the college. This includes attendance at AAAE, LogSA or ISM meetings when an industry speaker is present, tours of industry operations organized by one of the organizations, and any leadership positions held in one of the student organizations. If there are other activities students believe may qualify for consideration, please seek approval from the instructor ***AHEAD OF TIME***. Many of the opportunities are space-limited, so plan early. *Students can earn up to 1* ***extra*** *point each for a limit of 3 supplemental events.*

Registration and attendance procedures, as well as rules governing points for credit, may be found in the course Announcements tab on Canvas.

ASSIGNMENTS AND DUE DATES: Students are expected to approach each assignment with the professionalism required in the "real" world. Each assignment must be received by 1700 on the day due. A 50% penalty will be assessed for submissions made within 24 hours of the assignment due date (i.e., one day late). Correct spelling, grammar, and punctuation are expected and will be considered in the grading of all assignments. The overall appearance and professionalism of the submission will also be taken into account in the grade. All submissions must be typed (a 25% penalty will be assessed if not).

GRADING SCALE: The grading scale is guaranteed. Students will receive no less than the grade listed within the appropriate interval. Instructor reserves the right to adjust the grading scale in favor of the class if warranted.

Numeric grades are not rounded up to the next high letter grade. Grades are frequently curved for many of the assessments in the course. Rounding would result in an additional curve for a limited number of students near grade "breaks."

Grade	Numeric Range	Grade Points
A	90 to 100	4.0
B	80 to 90	3.0
C	70 to 80	2.0
D	60 to 70	1.0
F	Below 60	0.0

LIBRARY ASSIGNMENTS:

Students can use the library to research materials for their classes. Students will need to access the UNT library's electronic resources to obtain full-text access, *www.library.unt.edu*.

COMPUTER APPLICATIONS:

The Internet provides considerable resources for obtaining additional information regarding the subjects covered in the class. Course materials will be accessed via the Internet using Canvas. Students are encouraged to use the Internet.

ACADEMIC INTEGRITY

Cheating, plagiarism, or other inappropriate assistance on examinations will be treated with **zero tolerance** and will result in a grade of "F" for the course. Any work on the assignments is to be treated identically to an examination: the work must be entirely the Student's with ABSOLUTELY NO outside help or assistance. When working on the assignments, students must not discuss their work with anyone unless specifically approved by the instructor.

Students must footnote any external sources used in assignments. Copying or using material from assignments previously submitted by other students (at UNT or other learning institutions) or downloaded from the Internet is plagiarism. If students quote material, they must cite sources. Large-scale "cutting and pasting" from other sources, even if properly footnoted, does not meet the criterion of submitting the Student's own work and will result in a failing grade for the course if resorted to in assignments. The examination instructions are very clear regarding what materials may be used on the exam. If students use any materials other than those permitted on the exam, talk with other individuals during the exam, exchange information about an exam with an individual who has not taken the exam, or copy or use material from another individual's exam, students will receive a failing grade for the course.

According to University policy, if students become aware of any misconduct related to academic integrity, they should inform me or another proper authority, such as the department chair or associate dean.

Emergency Evacuation

Severe Weather: In the event of severe weather, all building occupants should immediately seek shelter in the designated shelter-in-place area. If unable to safely move to the designated shelter-in-place area, seek shelter in a windowless interior room or hallway on the lowest floor of the building. All building occupants should take shelter in rooms 055, 077, 090, and the restrooms on the basement level. In rooms 170, 155, and the restrooms on the first floor.

Bomb Threat/Fire: In the event of a bomb threat or fire in the building, all building occupants should immediately evacuate using the nearest exit. Once outside, proceed to the south side of Crumley Hall in the grassy area, west of parking lot 24. the designated assembly area. If unable to safely move to the designated assembly area, contact one or more members of the TSR department or unit to let them know students are safe and inform them of the students' whereabouts. Persons with mobility impairments who are unable to safely exit the building should move to a designated area of refuge and await assistance from emergency responders.

AMERICANS WITH DISABILITIES ACT

The College of Business complies with the Americans with Disabilities Act by making reasonable accommodations for qualified students with disabilities. If students have an established disability as defined by the Act and wish to request accommodation, please see me as soon as possible. I can be contacted at the location and phone number shown in this syllabus. Please note: University policy requires that students notify their instructor within the first week of class than an accommodation will be needed. Please do not hesitate to contact me now or in the future if students have any questions or require assistance.

GRADE APPEALS, WITHDRAWALS, INCOMPLETES

Please refer to the UNT Undergraduate Catalog for policies governing these actions. If students have any questions, please contact me for clarification.

EXAM AND ASSIGNMENT GRADE APPEALS

If students disagree with how any assignment, quiz or examination was graded, students must submit a written appeal by email before the end of the following week. The email must clearly state the rationale for the appeal and provide evidence to support students position. For example, students may cite text references,

PowerPoint slides, or outside readings to support students' position—these must be clearly referenced by title and page number. The rationale should be objective in nature and should not include subjective opinions. Appeals that do not provide supporting rationale and specific reference(s) to course materials will be returned without consideration.

COURSE DISCLAIMER: The schedule, policies, and assignments contained in this course syllabi are subject to change; however, all changes will be announced prior to taking effect, with a posted change to the syllabus being placed in Canvas.

OTHER: **All cellular or digital phones and pagers must** be turned off during class**.** Failure to comply with this request will result in a letter grade deduction if repeated.

Health Impact on Attendance: While attendance is expected as outlined above, it is important that we all be mindful of the health and safety of everyone in our community. If a student feels ill, please contact me and do not attend class. Accommodation may be provided for extended illness requiring absence from class. That being said, ***this is a Face-to-Face class and is not offered in a blended or hybrid format.***

PROPOSED CLASS SCHEDULE & READINGS ASSIGNMENTS
LGAV 3110, Aviation Maintenance
1400 to 1520 PM, Tuesday and Thursday, (Section 001): BLB 250

Date	Topic Covered
Week 1 13 Jan	Course introduction
15 Jan	Chapter 1: Why do we have maintenance
Week 2 20 Jan	Chapter 2: Developing Maintenance Programs
22 Jan	Chapter 2: Developing Maintenance Programs (continued)
Week 3 27 Jan	Chapter 3: Definitions, Goals, Objectives
29 Jan	Chapter 4: Aviation Industry Certification requirements ***Resumes due by 1700, January 30, 2025***
Week 4 03 Feb	Chapter 5: Documentation for Maintenance
05 Feb	Chapter 6: Requirements for a Maintenance Program
Week 5 10 Feb	Guest Speaker
12 Feb	Chapter 7: Maintenance and Engineering Organization
Week 6 17 Feb	Chapter 7: Maintenance and Engineering Organization (continued)
19 Feb	Chapter 8: Engineering **Midterm Review**
Week 7 24 Feb	***Midterm Exam***
26 Feb	***Introduction to Maintenance Compsrison Assignment*** Review the project parameters

Date	Topic Covered
Week 8 03 Mar	Guest Speaker
 05 Mar	Chapter 9: Production Planning and Control
Week 9 10 Mar	***Spring Break March 09 to 15***
 12 Mar	***Spring Break***
Week 10 17 Mar	Chapter 10: Technical Publications
 19 Mar	Chapter 11: Technical Training
Week 11 24 Mar	Chapter 12: Aircraft Maintenance Management
 26 Mar	Chapter 13: Line Maintenance (on aircraft)
Week 12 31 Mar	Chapter 14: Hangar Maintenance (on aircraft)
 02 Apr	Chapter 15: Materiel Support
Week 13 07 Apr	Chapter 16: Quality Assurance ***Work on Maintenance Comparison Assignment***
 09 Apr	Chapter 17: Quality Control ***Maintenance Comparison Assignment Due @ Midnight***
Week 14 14 Apr	Continental Express Flight 2574
 16 Apr	Chapter 18 and Appendix D: Reliability and Investigation of Reliability Reports
Week 15 21 Apr	Chapter 19: MX Safety
 23 Apr	TBA
Week 16 28 Apr	TBA
 30 Apr	***Final Exam Review***
Week 17 04 May	***Final Exam (1500 - 1700)***