

MSC 4014 001

The Army Officer

Course Syllabus - Fall 2025



Course Information

Course Description: Senior course for Army ROTC (fall semester). This course is intended for students who have contracted to pursue their commission as U.S. Army officers and who have successfully completed Advanced Camp at Fort Knox, KY. The course will further prepare students to become officers and platoon leaders. Subjects covered include counseling and evaluating subordinates, training and leader development, civil-military relations, and officer career planning. Students will attend leadership laboratories in order to learn fieldcraft and small-unit tactics.

Credit Hours: 4

Course Modality: Traditional in-person

Meeting Times

Duration: 08/26/2024-12/13/2024

Campus: Main Campus

Location: [GSR 1.128](#)

Time(s): W 9:30 AM - 12:15 PM

Learning Goals

At the end of the course, you will be able to:

- At the end of the course, you will be able to:

Outcome

Leadership and the Army Profession

Outcome

- Proficiency in creating and sustaining an organizational climate of trust and a shared identity as

Army Professionals

- Proficiency in the Army leader attribute and competency categories described in the Leadership

Requirements Model

- Proficiency in implementing and sustaining the fundamentals of development

Mission Command

Outcome

- Proficiency in the principles of mission command
- Proficiency in the elements of command and control (C2)
- Proficiency in C2 Warfighter Function tasks and system to integrate elements of combat power
- Proficiency in the fundamentals of the operations process to enable leaders to understand, visualize, describe, direct, lead, and assess operations
- Proficiency in critical and creative thinking

Operations

Outcome

- Proficiency in synchronizing all Warfighter Functions in Unified Land Operations in support of Joint Operations
- Proficiency in understanding the OE across all domains
- Proficiency in sustainment functions supporting Army Operations

Training

Outcome

- Proficiency in planning, preparing, executing, and assessing training

Communicate with Me

Instructor Name: Gilberto Luis Malave

Department

Army ROTC Program

Student Hours

By Appointment

Email Address: gilberto.malave@utsa.edu

Preferred Method of Communication

email

About Me & My Teaching Philosophy

My teaching philosophy is based on the U.S. Army Common Faculty Development-Instructor Course (CFD-IC) competency-based certification. This certification is derived from the internationally recognized instructor competencies published by the International Board of Standards for Training, Performance, and Instruction (IBSTPI). Additionally, I draw from over a decade of experience as an operational and strategic planner, which has been enhanced by my military education and practical experiences, enabling me to support senior leader decision-making.

This class is your final course of instruction before becoming an officer in the United States Army. Therefore, you will be treated as a professional, and I expect you to act like one. Our course will utilize a combination of lectures, case studies, and reading to convey information. As an officer, you are expected to read and understand Army regulations and field manuals. These will be included in the course to familiarize you with their format and content. Army officers are also expected to use written communication in the form of memorandums and emails. I will assign several 1-page writing tasks to help you prepare for the amount of writing expected of an Army officer.

Course Materials



Company Command

Subtitle: The Bottom Line

ISBN: 9780788121531

Authors: John G. Meyer

Publisher: Byrrd Enterprises

Publication Date: 2017-01-01

Edition: Updated Edition

Assessments and Assignments

- A. Lab Attendance / Participation (15%): Students are expected to attend labs. These are graded activities, and excusals are only IAW UTSA policy.
- B. Writing Assignments (15%): Four writing assignments will be given throughout the semester
- C. Company Command; The Bottom Line (15%): A 3-5 page essay, answering prompts assigned by the instructor

D. Mid-Term Exam (15%)

E. Final Exam (20%)

F. Initial Counseling Assignment (10%): Students will develop initial counseling for a platoon sergeant

G. Class Attendance / Participation (10%): Includes each student signing up for a day to give a news update to the class on a current event related to national security

Activities and Grading

Activity	Quantity	%
Lab Attendance / Participation	2	15
Mid-Term Exam	1	15
Final Exam	1	20
Company Command Essay	1	15
Initial Counseling Assignment	1	10
Writing Assignments	4	15
Class Attendance	1	10
Total		100%

Distribution of Course Assignments, Their Quantity, and Contribution to Final Grade.

Grade Distribution and Letter Grade

Letter Grade	Grade Range
A+	100-97
A	96-94
A-	93-90
B+	89-87
B	86-84
B-	83-80
C+	79-77
C	76-74
C-	73-70
D+	69-67
D	66-64
D-	63-60
F	59-0

Grade Distribution and Letter Grade

Course Expectations & Policies

Instructor-Initiated Drops

[Optional, but the language should not be changed if included. Remove this language in between the brackets.]

This course uses instructor-initiated drops for students who exceed the absence and/or missed assignment limit. Therefore, up to the last day for students to withdraw from an individual course, **[date]**, you will be dropped for exceeding **[insert number of absences/assignments etc.]**. Students will receive at least one courtesy warning when approaching the absence/missed assignment limit. Notification will be sent using ASAP to the student's email address. A subsequent absence or missed assignment will result in being dropped from the course. Notification of being dropped will also be sent through ASAP to the student's email address. *This drop does not affect enrollment in other courses.* **Please consult the [Dropping Courses webpage](#)** for further details on the process and appeals.

Video and Audio Recording

[Optional, but the language should not be changed if included. Remove this language in between the brackets.]

As the instructor of this course, I may record meetings and lessons. You are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Recordings may not be published, reproduced, or shared with those not in the class. If the instructor or a UTSA office plans any other uses for the recordings, consent of the students identifiable in the recordings is required before such use unless an exception is allowed by law. For more information on your privacy and class recordings, review [Student Privacy \(FERPA\) in Virtual Classrooms and Other Educational Recordings](#) and the [Guide to Secure Video Conferencing Tools](#).

Academic Freedom

[Optional, but the language should not be changed if included. Remove this language in between the brackets.]

Academic freedom¹ is a cornerstone of the University. Academic freedom in its teaching aspect is fundamental for the protection of the rights of the teacher in teaching and of the student to freedom in learning.² Each faculty member is entitled to full freedom in the classroom discussing the subject that the faculty member teaches.³ The University of Texas at San Antonio will not penalize or discipline members of the faculty because of their exercise of academic freedom.

Along with this freedom comes responsibility. It is the responsibility of faculty members to ensure that topics taught are related to the classroom subject. Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible

for learning the content of any course of study for which they are enrolled.⁴ It is not the proper role of the university or any outside agency to attempt to shield individuals from ideas and opinions they find unwelcome, disagreeable, or even deeply offensive.⁵ Engaging with new ideas and perspectives helps students grow intellectually and is beneficial to the educational process.

1. Statement adapted from Texas A&M University's [Syllabus Statement Regarding Academic Freedom](#)
2. 1940 Statement of Principles on Academic Freedom and Tenure
3. Board of Regents Rule 31004; HOP Policy 4.02
4. American Association of University Professors Joint Statement on Rights and Freedoms of Students
5. The Chicago Statement

Our Commitment to Inclusivity

[Optional, but the language may not be changed or altered if included. Remove this language in between the brackets.]

The University of Texas at San Antonio, a Hispanic Serving Institution situated in a global city that has been a crossroads of peoples and cultures for centuries, values diversity and inclusion in all aspects of university life. As an institution expressly founded to advance the education of Mexican Americans and other underserved communities, our university is committed to promoting access for all. UTSA, a premier public research university, fosters academic excellence through a community of dialogue, discovery and innovation that embraces the uniqueness of each voice.

Syllabus Changes

[Optional, but the language should not be changed if included. Remove this language in between the brackets.]

The syllabus is subject to change at the instructor's discretion. Any changes/corrections to the course materials, assignment dates, or other updates will be communicated to the students ahead of time. You are responsible for checking Canvas for corrections or updates to the syllabus.

Course Schedule

For a list of important university-wide dates, review [One Stop's academic calendar](#).

Due Date	Activities/Assignments	Points
8/28	Course Overview, The Commander and Staff, The Operations Process & Planning; Biography Assignment	
9/4	Training and Risk Management, Biography Due	

Due Date	Activities/Assignments	Points
9/11	Training Meetings, Execution and Assessments	
9/18	No Class	
9/20	Super Lab #1	
9/25	Mission Command	
10/2	Counseling, OERs, NCOERs, Assign Initial Counseling, Midterm Study Guide	
10/9	Ready & Resilient Program, SHARP, Suicide Prevention Program	
10/16	Midterm Exam: Super Lab Prep	
10/18	Super Lab #2	
11/27	Company Command Essays Due	
10/23	The Army Ethic, Company Command Discussion, Essay Prompts	
11/22	Fall FTX (22-24 Nov 2024)	
11/6	Manage Personal Finances, Army Administrative Personnel Actions	
11/13	Uniform Code of Military Justice, Admin Separations	
12/4	Final	

Essential Student Information

- **Important:** Bookmark and visit the [Common Syllabus Information webpage](#) to find important and valuable resources about counseling services, transitory/minor medical issues, supplemental instruction, tutoring services, academic success coaching, sexual harassment and sexual misconduct, campus safety and emergency preparedness, and the Roadrunner Creed.
- For technical requirements, support, and resources, visit [Academic Innovation's Student Technical Support](#) page.
- UTSA provides reasonable accommodations to students via [Student Disability Services](#). For more details on eligibility, policies, and requirements, please visit www.utsa.edu/disability or call (210) 458-4157.

- Students at UTSA are responsible for ensuring their work is consistent with UTSA's standards for academic integrity. Students should review [Section 203 of the UTSA Student Code of Conduct](#) for appropriate standards of academic integrity.
- UTSA provides numerous services for students from counseling to tutoring to a food pantry. Visit [Student Affairs Programs and Services](#) and [Student Success](#) for more information.
- Visit the [UTSA Libraries and Museums](#) site for access to journals, research tutorials, and tech gear you can borrow and to find your department's librarian.
- Enroll in the [Roadrunner Success Playbook](#), an open enrollment, self-paced, online hub in Canvas tailored to ensure you have the resources you need to excel at UTSA.
- Follow [Digital Learning Netiquette](#) standards for your online communication activities.

ROTC Expectations / Required Administrative Information

1. Religious Accommodation

The Army places a high value on the rights of its Soldiers to observe tenets of their respective religions or to observe no religion at all

The Army will approve requests for accommodation of religious practices unless accommodation will have an adverse impact on unit readiness, individual readiness, unit cohesion, morale, good order, discipline, safety, and/or health

Requests for religious accommodation generally fall into five major areas:

- Worship practices
- Dietary practices
- Medical practices
- Wear and appearance of the uniform
- Grooming practices

For more information, please refer to AR 600-20, Army Command Policy, Chapter 5, paragraph 5-6

2. Special Needs

The American with Disabilities Act of 1990 requires universities to provide a "reasonable accommodation" to any individual who advises us of a disability. If you have a physical or mental limitation that requires an accommodation or an academic adjustment, please arrange a meeting with either me or the office student accessibility services.

3. Online Conduct

As members of the Army Team, our individual actions and interactions, on and off-duty, online and offline, reflect on the Army and our values. Every Soldier and Army Civilian is responsible to uphold the Army standards and values, applying all aspects into our lives; this includes our online conduct when communicating with any form of electronic media.

Any type of online misconduct such as: harassment; bullying; hazing; stalking; discrimination; or retaliation that undermines the dignity and respect of another individual, is not consistent with Army Values, and will NOT be condoned and will be subject to criminal, disciplinary, and/or administrative action.

It is every individual's (Soldier, Army Civilian, contractor, and Family member) duty to understand the laws and regulations pertaining to Online Conduct. It is every leader's responsibility to enforce those laws and regulations pertaining to Online Conduct.

Refer to AR 600-20, para 1-4, 4-19 and Chapter 7 and AR 600-100 for more information.

4. Diversity and Inclusion

Initiate a Dialogue and Keep it Up. Nationwide protests following the death of George Floyd renewed the urgency for open conversations on tough topics like race, and at TRADOC we are committed to having the dialogue. I recognize each Soldier, Civilian, and Family Member may perceive and react to the current unrest and other societal situations differently. The TRADOC Leadership Team is here to support the entire TRADOC Family. Open dialogue is critical to helping all of us understand and support each other. At every level and in every position, I expect you to talk to your teammates, work harder to listen and gain a better understanding of different points of view, and seek a better perspective that allows us to see the world through their eyes.

Assess our Policies and Programs. The Army and TRADOC must continue to be a national leader in providing equitable and inclusive opportunities and find ways to eliminate any subcultures that threaten our Army Values. We will conduct a thorough review of our internal policies and programs for potential unintended effects or biases. We will also look for better ways to use existing feedback mechanisms such as the Command Climate Survey, Staff Assistance Visits, Special Emphasis Programs, and Focus Groups to better understand perceptions of the workforce regarding race, color, national origin, religion, sex, age, disability, or genetic information. Most importantly, we will act on the findings and remain committed to creating more opportunity for our entire workforce.

Continue to Increase Diversity of our Total Force. The Army must make acquiring, developing, employing, retaining, and understanding the needs of its diverse force the centerpiece of its competitive advantage or risk losing the war for talent to other entities. Accessions is a major component of our mission. We are ALL on the front lines of ensuring our Army is representative of the country we serve.

Change the Way We Train. Every leader must strive to be more socially aware, compassionate, relate to subordinates and peers, identify discrimination and prejudice, and resolve issues at the lowest level.

For updated information, please refer to AR 600-20, Army Command Policy.

5. Prohibited Activities

Military personnel must not actively advocate supremacist, extremist, or criminal gang doctrine, ideology, or causes.

Military personnel must reject active participation in criminal gangs pursuant to section 544 of Public Law 110-181 and in other organizations that advocate supremacist, extremist, or criminal gang doctrine, ideology, or causes.

Prohibited activities include groups or causes that advance, encourage, or advocate illegal discrimination based on race, creed, color, sex, religion, ethnicity, or national origin or those that advance, encourage, or advocate the use of force, violence, or criminal activity or otherwise advance efforts to deprive individuals of their civil rights.

For updated information, please refer to AR 600-20, Army Command Policy.

6. Discriminatory Harassment

Harassment is behavior that is unwelcome or offensive to a reasonable person, whether oral, written, or physical, that creates an intimidating, hostile, or offensive environment. Harassment can occur through electronic communications, including social media, other forms of communication, and in person.

Harassment may include offensive jokes, epithets, ridicule or mockery, insults or put-downs, displays of offensive objects or imagery, stereotyping, intimidating acts, veiled threats of violence, threatening or provoking remarks, racial or other slurs, derogatory remarks about a person's accent, or displays of racially offensive symbols. Activities or actions undertaken for a proper military or governmental purpose, such as combat survival training, are not considered harassment. Discriminatory Harassment is a form of harassment that is unwelcome conduct based on race, color, religion, sex (including gender identity), national origin, or sexual orientation.

The Army will provide equal opportunity and fair treatment for military personnel and Family members without regard to race, color, national origin, religion, sex (including gender identity), or sexual orientation which are known as the Bases of Discrimination.

The Army will also provide an environment free of unlawful discrimination and offensive behavior. The EO Policy applies both on and off post, during duty and non-duty hours, working, living, recreational environments (both on and off-post housing), and utilizing electronic media.

For updated information, please refer to AR 600-20, Army Command Policy.

7. Sexual Discrimination

Title IX of the Education Amendments Act of 1972 is a federal law that states: No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

8. Sexual Harassment/Assault

Across the Total Army, we continue to focus on eradicating sexual harassment and sexual assault from our ranks. We must do everything within our power to rid the Army of these crimes. This is a readiness issue that affects our ability to accomplish our mission. Over the past several years, we have placed a high priority on our prevention efforts, and although we are on the right trajectory, we still have significant room to improve. In all components, sexual assault reporting is increasing, which is an indication that our Soldiers trust their leaders to address the situation in a professional manner. We all have a responsibility to look out for one another - there can be no bystanders. Stay alert when the warning signs become present, and if you see something, ACT! Leaders and Soldiers have an ethical obligation to intervene to stop sexual harassment and sexual assault from happening. Those who do not, violate the Nation's trust and the trust of their peers.

All Soldiers and Civilians have a responsibility to help resolve acts of sexual harassment. Examples of how to accomplish this follows:

- Direct approach. Confront the harasser and tell them that the behavior is not appreciated, not welcomed and that it must stop. Stay focused on the behavior and its impact. Use common courtesy. Write down thoughts before approaching the individual involved.
- Indirect approach. Send a letter to the harasser stating the facts, personal feelings about the inappropriate behavior and expected resolution.

- Third party. Request assistance from another person. Ask someone else to talk to the harasser, to accompany the victim, or to intervene on behalf of the victim to resolve the conflict.
- Chain of command. Report the behavior to immediate supervisor or others in chain of command and ask for assistance in resolving the situation.
- Filing a formal complaint. Details for filing an informal or formal complaint are included in appendix C of Army Regulation 600-20 (Army Command Policy) and follow the same procedures as for an Equal Opportunity complaint.

9. Inappropriate Relationships

Per AR 600-32 and IAW Department of Defense Instructions (DoDI) 1304.33 (Protecting Against Inappropriate Relations during Recruiting and Entry Level Training), the Army and all Army personnel (including any Army military, civilian, or contractor personnel) will treat each prospect, applicant, recruit, and trainee with dignity and respect as they pursue their aspiration of serving in the military. Army policy prohibits inappropriate relations between recruiters and prospects, applicants, and/or recruits and between trainers providing entry-level training and trainees. At a minimum and as required, the prospect, applicant, recruit, trainee, recruiter, or trainer will complete the following administrative actions. Commanders may add requirements to this list:

(1) Trainers providing entry-level training will sign DD Form 2982 that acknowledges their understanding of the prohibitions listed in paragraphs 1a(1)(a)-(n) of DoDI 1304.33 and also listed in Chapter 3 of AR 600-32 and their responsibilities regarding the policies prohibiting inappropriate behaviors and relations outlined in the instruction. As a minimum the form will be retained in the trainer's record while they are assigned to training duty and will be revalidated annually.

(2) At the onset of the first training session, trainers will brief trainees on the policies stated in this instruction and will provide information that trainees can use to contact someone in leadership if they wish to report any issue related to inappropriate conduct.

(3) Trainees will sign a DD Form 2983 acknowledging their understanding and responsibilities as outlined in DoDI 1304.33, no later than the first day of entry-level training. As a minimum, the form will be retained in the trainees file until the trainee detaches from the training command or school.

10. Suicide Prevention

ACE

Ask: Ask a direct question such as, "Are you thinking about committing suicide?"

Care: Demonstrate care and concern by listening actively and offering help. Stay present with the person so they are not left alone.

Escort: Escort the person to talk with an RA, a professor, or another professional.

Army Website Links:

- ROTC Blackboard (Bb) - <https://rotc.blackboard.com/>
- Army Homepage- <https://www.army.mil/>
- Army Training Network (ATN) - <https://atn.army.mil/>
- Central Army Registry (CAR) - <https://atiam.train.army.mil/catalog>
- Army Publication Division (APD) - <https://armypubs.army.mil/>
- United States Army Human Resources Command (HRC) - <https://www.hrc.army.mil/>
- Joint Electronic Library Plus (JEL+) - <https://jdeis.js.mil/my.policy>
- MilSuite My Training Tab - <https://login.milsuite.mil/?goto=https%3A%2F%2Fwww.milsuite.mil%3A443%2Fbook%2Fgroups%2Fmy-training-homepage>
- Military OneSource Website - <https://www.militaryonesource.mil/>
- My Army Benefits Website - <http://myarmybenefits.us.army.mil/>