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**MEMORANDUM**

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TO: Curriculum Committee

FROM: Jack Kirby *JRK*

DATE: April 29, 2013

SUBJECT: Curriculum Proposal #12-13-67, REVISION #3  
BS in Aviation Administration/Professional Flight  
Final Faculty Senate Approval 4/23/2013

I recommend approval of the attached REVISION #3 of Curriculum Proposal #12-13-67 from the College of Science and Technology, Department of Technology. This copy is the final draft of the proposal.






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**MEMORANDUM**

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TO: Curriculum Committee

FROM: Jack Kirby 

DATE: April 18, 2013

SUBJECT: Curriculum Proposal #12-13-67, REVISION #2  
BS in Aviation Administration/Professional Flight

I recommend approval of the attached REVISION #2 of Curriculum Proposal #12-13-67 from the College of Science and Technology, Department of Technology. This proposal is now ready for Faculty Senate.






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## MEMORANDUM

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TO: Curriculum Committee  
FROM: Jack Kirby   
DATE: April 15, 2013  
SUBJECT: Curriculum Proposal #12-13-67, REVISION #1  
BS in Aviation Administration/Professional Flight

I recommend approval of the attached REVISION #1 of Curriculum Proposal #12-13-67 from the College of Science and Technology, Department of Technology. This proposal has been revised since it was originally submitted to the Curriculum Committee but has not been reviewed yet.

This proposal reduces degree hour requirements of the BS in Aviation Administration/ Professional Flight to 120 and incorporates the new General Studies requirements.

c: Dr. Christina Lavorata  
Dr. Anthony Gilberti  
Mr. Thomas Stose  
Ms. Evie Brantmayer  
Ms. Leslie Lovett





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**MEMORANDUM**

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TO: Curriculum Committee

FROM: Jack Kirby *JK*

DATE: April 3, 2013

SUBJECT: Curriculum Proposal #12-13-67  
BS in Aviation Administration/Professional Flight

I recommend approval of the attached Curriculum Proposal #12-13-67 from the College of Science and Technology, Department of Technology.

This proposal reduces degree hour requirements of the BS in Aviation Administration/Professional Flight to 120 and incorporates the new General Studies requirements.

c: Dr. Christina Lavorata  
Dr. Anthony Gilberti  
Mr. Thomas Stose  
Ms. Evie Brantmayer  
Ms. Leslie Lovett



**CURRICULUM PROPOSAL** (Submit one hard copy and an electronic copy to the Associate Provost by the second Tuesday of the month.)

**Proposal Number:** 12-13-67

**School/Department/Program:** College of Science & Technology/Technology/Aviation

**Preparer/Contact Person:** Thomas Stose (Flight)

**Telephone Extension:** 367-4201

**Date Originally Submitted:** 03-12-2013

**Revision (Indicate date and label it  
Revision #1, #2, etc.):** \_\_\_\_\_

**Implementation Date Requested:** Fall 2013

- I. **PROPOSAL.** Write a brief abstract, not exceeding 100 words, which describes the overall content of the proposal.

This proposal reduces the total hours needed for a B. S. in Aviation Administration degree in Professional Flight from 140 hours to 120 hours beginning Fall 2013. This is accomplished through the deletion of two technical core classes. These were AVMA 2214 and MGMT 4405. AVMA Advanced Air Traffic Control was removed as the bulk of this material is covered in AVMA 1102 and AVMA 2214 was designed for someone who planned to directly in to Air Traffic Control.

The MGMT 4405 was removed as much of this is also covered in the AVMA management classes and the Business department had changed their prerequisites.

This change also incorporates the new General Studies curriculum into the degree requirements. This changes the General Studies requirements from 56 to 39-41. Additionally, a name change for AVMA 3307, Aviation Safety to AVMA 3307, Human Factors in Aviation Safety is part of this proposal. The content of this class remains the same, but the title more accurately reflects the content of the class.

- II. **DESCRIPTION OF THE PROPOSAL.** Provide a response for each letter, A-H, and for each Roman Numeral II-V. If any section does not apply to your proposal, reply N/A.

- A. Deletion of course(s) or credit(s) from program(s)  
MGMT 4405 Operations Management 3 credit hours  
AVMA 2214 Advanced Air Traffic Control 3 credit hours

Total hours deleted. 6

- B. Addition of course(s) or credit(s) from program(s)

Total hours added. 0

C. Provision for interchangeable use of course(s) with program(s)  
N/A

D. Revision of course content. Include, as an appendix, a revised course description, written in complete sentences, suitable for use in the university catalog.  
N/A

E. Other changes to existing courses such as changes to title, course number, and elective or required status.  
We are proposing the change of AVMA 3307 Aviation Safety to AVMA 3307 Human Factors in Aviation Safety. The content will remain the same, but the new title better fits the course objectives.

F. Creation of new course(s). For each new course

1. Designate the course number, title, units of credit, prerequisites (if any), ownership (FSU or shared) and specify its status as an elective or required course. If you are creating a shared course, attach a memo from the Deans of the affected Schools explaining the rationale for the course being shared.  
N/A
2. Include, as an appendix, a course description, written in complete sentences, suitable for use in the college catalog.  
N/A
3. Include, as an appendix, a detailed course outline consisting of at least two levels.  
N/A
4. In order to meet the requirements as outlined in Goal One of the Strategic Plan, please include Outcome Competencies and Methods of Assessment as an appendix. Examples are available upon request from the Chair of the Curriculum Committee.  
N/A

G. Attach an itemized summary of the present program(s) affected, if any, and of the proposed change(s).  
We have attached a copy of the revised degree plan for this program.

Describe how this proposal affects the hours needed to complete this program. Specifically, what is the net gain or loss in hours? Use the format for Current and Proposed Programs in Appendix A.

This will reduce the hours required to complete the degree from 140 hours to 120 hours.

III. **RATIONALE FOR THE PROPOSAL.**

A. **Quantitative Assessment:** Indicate the types of assessment data, i.e., surveys, interviews, capstone courses, projects, licensure exams, nationally-normed tests, locally developed measurements, accreditation reports, etc., that were collected and analyzed to determine that curricular changes were warranted. Quantitative data is preferred.

An advisory committee made up of graduates over the past fifteen years was surveyed and their input was utilized to make the minor changes to the curriculum. All of the employers in the area are members of the RCB National Aerospace Education Center Technical Advisory Committee that meets twice a year and the school makes regular visits to the employer locations to discuss how graduates are progressing in their career field. The Federal Aviation Administration has nationally recognized tests, both written and practical exams, each student must to complete to receive their required ratings.

MGMT 4405 was eliminated due to changes in pre-requisites from the School of Business that required overrides to allow aviation students to enroll in this class. Some of this content is still being covered in existing AVMA classes. AVMA 2214 was deleted as the program no longer covers career planning to the level it once did. Again, some of this content is still being addressed in other classes such as AVMA 1102.

B. **Qualitative Assessment:** Based upon the assessment data above, indicate why a curricular change is justified. Indicate the expected results of the change. Be sure to include an estimate of the increased cost, or reduction in cost of implementation. FOR EXAMPLE: Will new faculty, facilities, equipment, or library materials be required?

This reduction in hours will not affect faculty, facilities, equipment or library materials.

IV. Should this proposal affect any course or program in another school, a memo must be sent to the Dean of each school impacted and a copy of the memo(s) must be included with this proposal. In addition, the Deans of the affected schools must sign below to indicate their notification of this proposal.

By signing here, you are indicating your college's/school's notification of this proposal.

College/School	Dean	Signature
Business/Management	Dr. Richard Harvey	<i>Richard Harvey</i>
Science and Technology	Dr. Anthony Gilberti	<i>A. Gilberti</i>

V. Should this proposal affect any course to be added or deleted from the general studies requirements, a memo from the chair of the General Studies Committee indicating approval of the change must be included with this proposal.

VI. **ADDITIONAL COMMENTS.**

**APPENDIX A**

B.S Degree in Aviation Administration/Professional Flight  
Current Program

<b>Required Major Courses</b>			<b>HRS</b>
AVMA	1101	Private Pilot Technology	3
AVMA	1103	Private Pilot Flight Lab	3
AVMA	1102	Intro to Air Traffic Control	3
AVMA	2201	Instrument Pilot Technology	3
AVMA	2204	Instrument Pilot Flight Lab	3
AVMA	2206	Aviation Security	3
AVMA	2211	Airport Management	3
AVMA	2213	Airport Planning & Development	3
AVMA	2214	Advanced Air Traffic Control	3
AVMA	3300	Commercial Pilot Technology	3
AVMA	3306	Commercial Pilot Flight Lab	3
SFTY	1100	Safety & Envir. Components of Industry	3
SFTY	1150	Safety Mgt. & Concepts in Accident Prevention	3
ACCT	2201	Principles of Accounting	3
MKTG	2204	Principles of Marketing	3
BUSN	3310	Business & Economics Statistics	3
MGMT	4405	Operations Management	3
<b>TOTAL Technical Core Required Major Courses</b>			<b>51</b>
AVMA	3301	Aviation History	3
AVMA	3302	Aviation Law	3
AVMA	3303	Airline Operations	3
AVMA	3304	Aviation Maintenance Management	3
AVMA	3305	General Aviation Operations	3
AVMA	3307	Human Factors in Aviation Safety	3
AVMA	4402	Fiscal Aspects of Aviation	3
MANF	2250	Total Quality & SPC	3
MGMT	2209	Principles of Management	3
MGMT	3390	Organizational Behavior	3
<b>TOTAL Aviation Common Core Classes</b>			<b>30</b>
<b>Major Electives</b>	XXXX	AVMA 4401AVMA 4403,AVMA 4411, AVMA 4998 (Complete one elective)	3
			<b>3</b>
<b>TOTAL HOURS FOR MAJOR</b>			<b>84</b>
<b>Required General Studies Courses</b>			
First Year Experience			15
ENGL	1104	Written English I	3
ENGL	1108	Written English II	3
ENGL	1109	Technical Report Writing	3
INFO	1100	Computer Concepts and Applications	3
COMP	1101	Applied Technical Programming	3
MATH	1101	Applied Technical Math	3
MATH	1102	Applied Technical Math II	3
COMM	2200	Intro to Human Communication	
	2201	Intro to Group Discussion	
	2202	Intro to Communication in the World of Work	3
Scientific Discovery			8
Cultural / Civilization Exploration			9
Society / Human Interactions			9



Artistic / Creative Expression	6
<b>TOTAL GENERAL STUDIES HOURS</b>	<b>56</b>
<b>TOTAL FREE ELECTIVES</b>	<b>0</b>
<b>TOTAL HOURS</b>	<b>140</b>

B.S. Degree in Aviation Administration/Professional Flight  
Proposed Program

<b>Required Major Courses</b>			<b>HRS</b>
AVMA	1101	Private Pilot Technology	3
AVMA	1103	Private Pilot Flight Lab	3
AVMA	1102	Intro to Air Traffic Control	3
AVMA	2201	Instrument Pilot Technology	3
AVMA	2204	Instrument Pilot Flight Lab	3
AVMA	2206	Aviation Security	3
AVMA	2211	Airport Management	3
AVMA	2213	Airport Planning & Development	3
AVMA	3300	Commercial Pilot Technology	3
AVMA	3306	Commercial Pilot Flight Lab.	3
SFTY	1100	Safety & Envir. Components of Industry	3
SFTY	1150	Safety Mgt. & Concepts in Accident Prevention	3
ACCT	2201	Principles of Accounting	3
MKTG	2204	Principles of Marketing	3
BUSN	3310	Business & Economics Statistics	3
<b>TOTAL Technical Core Courses</b>			<b>45</b>
AVMA	3301	Aviation History	3
AVMA	3302	Aviation Law	3
AVMA	3303	Airline Operations	3
AVMA	3304	Aviation Maintenance Management	3
AVMA	3305	General Aviation Operations	3
AVMA	3307	Human Factors in Aviation Safety	3
AVMA	4402	Fiscal Aspects of Aviation	3
MGMT	2209	Principles of Management	3
MGMT	3390	Organizational Behavior	3
<b>TOTAL Aviation Common Core Classes</b>			<b>27</b>
AVMA	4401	Aviation Industry Research and Analysis	3
AVMA	4403	Aviation Project	3
AVMA	4411	Aviation Industry Internship	3
AVMA	4498	Under Graduate Research	3
<b>Major Electives</b>	<b>(Select 3 credits from the above list)</b>		<b>3</b>
<b>TOTAL HOURS FOR MAJOR</b>			<b>75</b>

<b>Required General Studies Courses</b>		
Attribute IA – Critical Analysis		3
	ENGL 1108	
Attribute IB – Quantitative Literacy		3
	MATH 1101 or 1112	
Attribute IC – Written Communication		3
	ENGL 1104	
Attribute ID - Teamwork		3
	MANF 2250	
Attribute IE – Information Literacy		X
	Met in IA with ENGL 1108	
Attribute IF – Technology Literacy		3
	TECH 1100 or BISM 1200 or ENGL 1109	
Attribute IG – Oral Communication		3
	COMM 2200 or 2201 or 2202	
Attribute III - Citizenship		3
	POLI 1103	
Attribute IV - Ethics		X
	Met in IG with COMM 2200 or 2201 or 2202	
Attribute V – Health		2-3
	Any course in V	
Attribute VI - Interdisciplinary		X
	Met in Attribute III with POLI 1103	
Attribute VIIA - Arts		3
	Any course in VIIA	
Attribute VIIB - Humanities		3
	Any course in VIIB	
Attribute VIIC – Social Sciences		3
	ECON 2200/2201 PSYC 1101 SOCY 1110	
Attribute VIID - Natural Science		4-5
	PHYS 1101 or 1105	
Attribute VIII – Cultural Awareness		3
	Any course in VIII	
Additional General Studies hours		0
<b>TOTAL GENERAL STUDIES HOURS</b>		<b>39-41</b>
<b>TOTAL FREE ELECTIVES</b>		<b>4-6</b>
<b>TOTAL HOURS</b>		<b>120</b>