

Unit Missions

ACISF Mission Statement

Mission statement

To prepare students for the marketplace by providing challenging educational opportunities.

Related Items

There are no related items.

CEBT Mission Statement

Mission statement

The Office of Entrepreneurship in Business Technology's mission is to assist entrepreneurs, small business owners/managers, educators, students, and people in the Mississippi Delta, seeking to start their own business in gathering information to reach their goals. Counseling, workshops, and training are offered to help business owners in the Mississippi Delta in expanding their professional networks and understanding the local environment for small businesses. Primarily, the Office offers assistance to entrepreneurs, small business owners/managers, educators, and students in the Northern Delta Counties in efforts to advance community and economic development in the Delta region.

Related Items

There are no related items.

COB Mission Statement

Mission statement

The mission of the College of Business is to prepare students for the marketplace by providing challenging educational opportunities.

Related Items

There are no related items.

MMBA Mission Statement

Mission statement

The mission of the Division of Management, Marketing and Business Administration is to provide students degree programs which afford a broad range of career opportunities for individuals who desire to specialize in Management, Marketing, Hospitality Services Management, or General Business. In addition to a well-balanced background in general education, the curriculum includes core courses in accounting, economics, data processing, finance, and communication in order to establish a strong common body of knowledge in business administration.

Related Items

There are no related items.

Mission Statement

Mission statement

The Department of Commercial Aviation is to prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation. Graduates of this program would serve as members of flight crews, air traffic control specialists, and executives with supervisory and managerial responsibilities at all levels.

Related Items

There are no related items.

Mission Statement

Mission statement

The mission of the Division of Management, Marketing and Business Administration is to provide students degree programs which afford a broad range of career opportunities for individuals who desire to specialize in Management, Marketing, Hospitality Services Management, or General Business. In addition to a well-balanced background in general education, the curriculum includes core courses in accounting, economics, data processing, finance, and communication in order to establish a strong common body of knowledge in business administration.

Related Items

There are no related items.

Learning Outcomes

BBA-ACC 01: LO Financial Accounting

Start: 7/1/2012
End: 6/30/2013

Learning Outcome

Two-thirds of Accounting majors will demonstrate the ability to prepare financial statements in accordance with United States Generally Accepted Accounting Principles (USGAAP)

Data Collection (Evidence)

Evaluation of financial statement preparation in accounting classes ACC 230.


Results of Evaluation

77% of Accounting majors enrolled in ACC prepared acceptable financial statements on assigned projects.

Use of Evaluation Results

The faculty consider other courses in which financial statement preparation and analysis may be incorporated.

Related Items

 **GE 03: Quantitative Skills**

BBA-ACC 02: LO Auditing

Start: 7/1/2012
End: 6/30/2013

Learning Outcome

Three-fourths of Accounting majors will demonstrate the ability to perform an audit in accordance with United States Generally Accepted Audit Standards

Data Collection (Evidence)

Evaluation of students' audit reports

Results of Evaluation

Three-fourths of Accounting majors enrolled in Accounting submitted acceptable audit reports in accordance with US Generally Accepted Audit Standards.

Use of Evaluation Results

During Fall 2013 Curriculum Committee Meetings, the Accounting Faculty will explore changing teaching methodology and additional resources to strengthen learning due to the critical role of auditing in the accounting function.

Related Items

There are no related items.

BBA-ACC 03: LO Taxation

Start: 7/1/2012
End: 6/30/2013

Learning Outcome

Two-thirds of Accounting majors will demonstrate the ability to prepare a federal income tax return

Data Collection (Evidence)

Evaluation of students' preparation of federal income tax returns for individuals, partnerships, and corporations


Results of Evaluation

Eighty-one percent of the students enrolled in Accounting correctly prepared an income tax return.

Use of Evaluation Results

During AY 2013-2014 accounting curriculum meetings, the accounting faculty will consider modifying this learning outcome and discuss additional teaching and learning aids to enhance learning.

Related Items

 **GE 03: Quantitative Skills**

BBA-ACC 04: LO Management or Cost Accounting

Start: 7/1/2012
End: 6/30/2013

Learning Outcome

Two-thirds of Accounting majors will demonstrate the ability to account for project costing

Data Collection (Evidence)

Evaluation of students' decision making process as demonstrated in projects involving the cost of components of production

Results of Evaluation

Two-thirds of Accounting students correctly analyzed the components of a manufacturing project and assigned costs

appropriately.

Use of Evaluation Results

The Accounting Faculty will analyze the results and fashion appropriate manufacturing projects to test students understanding of project costing.

Related Items



GE 03: Quantitative Skills

BBA-ACC 05: LO Governmental or Not-For-Profit Accounting

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Two-thirds of Accounting majors will demonstrate the ability to perform transactional accounting in order to determine that governmental funds were used appropriately

Data Collection (Evidence)

Evaluation of students' general accounting journal entries involving governmental funds on projects prepared in Accounting.

Results of Evaluation

Seventy-nine percent (79%) of the time students selected the correct journal entry on selected projects in Accounting.

Use of Evaluation Results

U.S. Generally Accepted Accounting Principles (USGAAP) are regularly reviewed to insure accurate instruction regarding the accounting of this type of funds. This goal is being met. Faculty will explore additional teaching techniques in order to raise the level of students demonstrating the ability to accurately enter governmental fund entries.

Related Items

There are no related items.

BBA-CIS 01: LO Microcomputer applications

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

One-half of Computer Information Systems majors will be able to create and edit accurately word processed documents, spreadsheets, simple databases, and presentations using productivity software applications.

Data Collection (Evidence)

Pre-test and post-test administered where these basic essential computer skills are taught and used.

Results of Evaluation

One-half of CIS majors can accurately create and edit word processed documents, spreadsheets, simple databases, and presentations using productivity software applications.

Use of Evaluation Results

Faculty are constantly analyzing these basic essential computer skills and adjusting projects and exercises to enable students to gain these competencies.

Related Items



GE 04: Inquiry and Technology

BBA-CIS 03: LO Information system design

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Two-thirds of Computer Information Systems majors will demonstrate the ability to analyze, design and implement an information system to meet desired needs

Data Collection (Evidence)

Evaluation of the analysis performed and the solutions recommended to particular information system problems; Evaluation of a team project for the design & implementation of a complete information system


Results of Evaluation


70% of students demonstrated the ability to analyze, design and implement an information system to meet desired needs. Outcomes were measured by instructor grade, peer evaluation, and survey of student perceptions of their learning.

Use of Evaluation Results

Faculty are constantly analyzing the information system needs of businesses and adjusting problems and projects to reflect this rapidly changing environment.

Related Items

 **GE 01: Critical and Creative Thinking**

 **GE 04: Inquiry and Technology**

 **BBA-CIS 04: LO Information system security**

Start: 7/1/2012
End: 6/30/2013

Learning Outcome

Two-thirds of Computer Information Systems majors will demonstrate the ability to maintain computer information system security

Data Collection (Evidence)

Evaluation of the security design of an information system


Results of Evaluation

Two-thirds of CIS students are capable because the system did not get hacked.

Use of Evaluation Results

Faculty are constantly analyzing the security needs of information system needs and adjusting problems and projects to reflect this rapidly changing environment.

Related Items

 **GE 04: Inquiry and Technology**

 **BBA-FIN 01: LO Principles of financial management**

Start: 7/1/2012
End: 6/30/2013

Learning Outcome

Two-thirds of Finance majors will be able to measure or formulate the time value of money, capital budgeting, risk and return, and working capital management

Data Collection (Evidence)

Evaluation of students' tests scores and case studies on the time value of money, capital budgeting, risk and return, and working capital management

Results of Evaluation

Seventy-nine percent of the students enrolled in FIN 300 demonstrated the ability to measure or formulate the time value of money on assigned projects.

Seventy-seven percent of the students demonstrated the ability to solve working capital management problems on assigned cases. One hundred percent of students enrolled in FIN 403 demonstrated understanding of short-term treasury management techniques on assigned cases.


Three-fourths of the students demonstrated the ability to explain the steps required in making a capital budgeting decision.

Three-fourths of the students demonstrated the ability to solve capital budgeting problems on assigned projects.

Use of Evaluation Results

The Faculty analyze different business scenarios and case studies to inform discussions in AY 2013-2014 curriculum meetings in considering course content changes in the FIN 300, FIN 301, & FIN 403 courses.

Related Items

 **GE 02: Communication**

 **BBA-FIN 02: LO Principles of investing**

Start: 7/1/2012
End: 6/30/2013

Learning Outcome

Three-fourths of Finance majors will be able to evaluate investments (stocks and bonds)

Data Collection (Evidence)

Evaluation of students' investment programs

Results of Evaluation

90% of Finance students enrolled in FIN 450 correctly evaluated securities based on yield and security in assigned projects.

Use of Evaluation Results

The faculty will consider using different stocks and bonds cases for student analysis to enhance the level of rigor involved in making decisions.

Related Items

There are no related items.

 **BBA-GEN 01: Business Concepts**

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

General Business majors will understand the concepts in the major areas of business

Data Collection (Evidence)

80% of general business majors will earn a grade of B or better on their project in MGT 499

Results of Evaluation

100% (26/26) of the General Business majors taking MGT 499 earned a B or better in projects that indicated they understood the concepts in the major areas of business.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items

There are no related items.

 **BBA-GEN 02: Business Plan**

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

General Business majors will understand the components of a business plan.

Data Collection (Evidence)

80% of general business majors will earn a grade of B or better on their business plan in MGT/MKT 370.

Results of Evaluation

74% (14 out of 19) General Business majors taking MGT 370 earned a B or better in their business plan project, indicating they understood the components of a business plan.

Use of Evaluation Results

Continue this learning outcome during AY 2013-2014.

Related Items

There are no related items.

 **BBA-GEN 03: Decision Making**

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

General Business majors will be proficient in decision making/problem solving techniques

Data Collection (Evidence)

At least 80% of General Business majors will earn a grade of B or better on their project in MGT 499


Results of Evaluation

96% (25/26) of the General Business majors taking MGT 499 earned a B or better in projects that indicated they understood the concepts of problem solving/decision techniques.


Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items

 **GE 01: Critical and Creative Thinking**

 **GE 02: Communication**

 **BBA-IRR 01: LO Loss exposure & risk management techniques**

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Two-thirds of Insurance majors will be able to evaluate and compare loss exposures & risk management techniques

Data Collection (Evidence)

Demonstration of identification and analysis of loss exposures and selection of appropriate risk management alternatives or techniques through case studies


Results of Evaluation

Two-thirds of our students correctly identified potential loss exposures and selected appropriate risk management techniques in case studies.

Use of Evaluation Results

The faculty will use the results to analyze and select situations, risks, and appropriate case studies.

Related Items

 **GE 01: Critical and Creative Thinking**

 BBA-IRR-FP 01: LO Estate Planning

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Two-thirds of Insurance majors will be able to prepare an estate plan

Data Collection (Evidence)

Demonstration of tax & estate planning through students' preparation of comprehensive tax and estate plans


Results of Evaluation


All students were able to prepare a comprehensive estate plan which include tax considerations.


Use of Evaluation Results

The Faculty consider various scenarios and situations to explain important tax and estate planning concepts.

Related Items

 **GE 01: Critical and Creative Thinking**

 **GE 02: Communication**

 BBA-IRR-RE 01: LO Real estate valuation/ appraisal

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Three-fourths of Real Estate majors will be able to estimate the value of real estate

Data Collection (Evidence)

Demonstrate the methods of valuations of homes and commercial real estate through appraisal case studies

Results of Evaluation

Three-fourths of Real Estate students are able to estimate these values.

Use of Evaluation Results

The Faculty consider various parcels of real estate to teach the fundamentals of valuation.

Related Items

There are no related items.

 BBA-MGT 01: Management Functions

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Management majors will understand the functions of management: Planning, organizing, controlling, and leading

Data Collection (Evidence)

At least 80% of Management majors will earn a grade of B or better on their project in MGT 484 or MGT 465

Results of Evaluation

100% (17/17) of the Management majors taking MGT 465 and/or MGT 484 earned a B or better in projects that indicated they understood the functions of management: Planning, organizing, controlling, and leading.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items

 **GE 06: Social Institutions**

 **GE 09: Cross-disciplinary Appreciation**

BBA-MGT 02: Leadership

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Management majors will be knowledgeable of leadership styles

Data Collection (Evidence)

At least 80% of management majors will earn a grade of B or better on their project in MGT 305 or MGT 410

Results of Evaluation

100% (10/10) of the Management majors taking MGT 305 or MGT 410 earned a B or better in projects that indicated they are knowledgeable of leadership styles.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items



GE 02: Communication



GE 05: Self

BBA-MGT 03: Critical Thinking

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Management majors will be proficient in critical/creative thinking skills

Data Collection (Evidence)

At least 80% of Management majors will earn a grade of B or better on their project in MGT 499

Results of Evaluation

100% (11/11) of the Management majors taking MGT 499 earned a B or better in projects that indicated they are proficient in critical/creative thinking skills.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items



GE 01: Critical and Creative Thinking

BBA-MKT 01: Professional Selling Techniques

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Marketing majors will be proficient in professional selling techniques

Data Collection (Evidence)

At least 80% of Marketing majors will earn a grade of B or better on their sales presentations in MKT 321

Results of Evaluation

100% (3/3) of the Marketing majors taking MKT 321 earned a B or better in projects that indicated they are proficient in professional selling techniques.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items



GE 01: Critical and Creative Thinking



GE 02: Communication

BBA-MKT 02: Quantitative Research Skills

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Marketing majors will be knowledgeable in quantitative research skills

Data Collection (Evidence)

At least 80% of Marketing majors will earn an average grade of B or better on their quantitative homework assignments in MKT 488


Results of Evaluation

100% (3/3) of the Marketing majors taking MKT 488 earned a B or better in projects that indicated they are proficient in quantitative research skills.


Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items

 **GE 01: Critical and Creative Thinking**

 **GE 02: Communication**

 **GE 03: Quantitative Skills**

BBA-MKT 03: Marketing Plan

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Marketing majors will understand the components of a marketing plan

Data Collection (Evidence)

80% of marketing majors will earn a grade of B or better on their marketing plan in MKT 499

Results of Evaluation

100% (6/6) of the Marketing majors taking MKT 499 earned a B or better in projects that indicated they understand the components of a marketing plan.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items

There are no related items.

BBA-MMBA 01: Teamwork

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

General Business, Management, Marketing, and MBA/iMBA majors will demonstrate ability to work as a team member

Data Collection (Evidence)

80% of general business, management, marketing, and MBA/iMBA majors will earn an average grade of B or better on their group evaluations in MGT 499 or MGT 695

Results of Evaluation

96% (89/93) of general business, management, marketing, and MBA/iMBA majors earned an average grade of B or better on their group evaluations in MGT 499 or MGT 695 demonstrating the ability to work as a team member.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committees evaluate the baseline level indicating proficiency.

Related Items

There are no related items.

BCA-AM-01: Federal Aviation Regulations

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Aviation Management majors will have a thorough and comprehensive understanding of Federal aviation regulations.

Data Collection (Evidence)

1. CAV 371 Aviation Law -Final Exam; CAV 380 Air Transportation – Class Project; CAV 382 Airport Management – Class Project
2. Exam will be graded and kept on file; Projects will be presented to a project board for evaluation and grading
3. Exam scores will be compared to anticipated outcomes to verify whether

Results of Evaluation


1. 94% of students scored 70 or higher on the prepared test in CAV 371. The Instructor will continue to add course content to

introduce more industry-specific scenarios.

2. 84% of students scored 70 or higher on examination questions. The curriculum will be updated and learning outcomes modified to better assess student learning and understanding. Specifically, a project will be added to this course.

3. Examination grades confirmed the students are learning the material on the Federal Aviation Regulations. The Instructor will continue to add course content to introduce more industry-specific scenarios.

 CAV 371 Aviation Law Fall 2012

 CAV 380 Air Transportation Fall 2012

 CAV 382 Airport Management Spring 2012

Use of Evaluation Results

1. The Instructor will continue to add course content to introduce more industry-specific scenarios.

2. The curriculum will be updated and learning outcomes modified to better assess student learning and understanding. Specifically, a project will be added to this course.

3. The Instructor will continue to add course content to introduce more industry-specific scenarios.

Related Items

There are no related items.

BCA-AM-02: Aerospace Industry

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Aviation Management majors will demonstrate a broad understanding of the aerospace industry.

Data Collection (Evidence)

1. CAV 380 Air Transportation – Class Project; CAV 372 Aviation Safety - Final Exam; CAV 382 Airport Management – Class Project; CAV 381 Air Traffic - Final Exam

2. Exam will be graded and kept on file; Projects will be presented to a project board for evaluation and grading

3. Exam scores will be compared to anticipated outcomes to verify whether targets were met; Project scores will be compared to anticipated outcomes to determine whether goals were achieved

Results of Evaluation

CAV 380 Air Transportation – Class Project;

CAV 372 Aviation Safety - Final Exam;

CAV 382 Airport Management – Class Project;

CAV 381 Air Traffic - Final Exam

1. 94% of students scored 70 or higher on the prepared test in CAV 371. The Instructor will continue to add course content to introduce more industry-specific scenarios.

2. 100% of students scored 70 or higher on examination questions in CAV 372. The Instructor will continue to add content to curriculum to further enhance the offering. Goal of 85% passing rate for next fall 2013.

3. 100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL in CAV 382. Curriculum will be modified and learning outcomes changed to better measure student learning and understanding and a project will be added.

4. 100% of students scored 70 or higher on final examination questions, EXCEEDS ASSESSMENT GOAL in CAV 381. Curriculum will be revised and learning outcomes updated for the next term to get a clearer picture of student learning and understanding.

Examination grades confirmed the students are learning the material on the Federal Aviation Regulations. The Instructor will continue to add course content to introduce more industry-specific scenarios.

 CAV 372 Aviation Safety Learning Outcomes Fall 2012

 CAV 380 Air Transportation Assessment Form Spring 2013

 CAV 382 Airport Management Learning Outcomes Spring 2013

 CAV 382 Airport Management Learning Outcomes Spring 2013

Use of Evaluation Results

1. CAV 371: The Instructor will continue to add course content to introduce more industry-specific scenarios.

2. CAV 372: The Instructor will continue to add content to curriculum to further enhance the offering. Goal of 85% passing rate for next fall 2013.

3. CAV 382: Curriculum will be modified and learning outcomes changed to better measure student learning and understanding

and a project will be added.

4.CAV 381: Curriculum will be revised and learning outcomes updated for the next term to get a clearer picture of student learning and understanding.

Examination grades confirmed the students are learning the material on the Federal Aviation Regulations. The Instructor will continue to add course content to introduce more industry-specific scenarios.

Related Items

There are no related items.

BCA-AM-03: Skill & techniques & procedures for airport operations

Start: 7/1/2012


End: 6/30/2013

Learning Outcome

Aviation Management majors will demonstrate knowledge of the skills, techniques, and procedures for maintaining airports, airlines, government, non-governmental, and general aviation.


Data Collection (Evidence)

1. CAV 380 Air Transportation - Class Project; CAV 372 Aviation Safety - Final Exam; CAV 382 Airport Planning - Class Project; CAV 381 Air Traffic - Final Exam
2. Exam will be graded and kept on file; Projects will be presented to a project board for evaluation and grading
3. Exam scores will be compared to anticipated outcomes to verify whether targets were met; Project scores will be compared to anticipated outcomes to determine whether goals were achieved

 CAV 372 Aviation Safety Learning Outcomes Fall 2012

 CAV 380 Air Transportation Assessment Form Spring 2013

 CAV 381 Air Traffic Control Assessment Form Spring 2013

 CAV 382 Airport Management Learning Outcomes Spring 2013

Results of Evaluation

1. 94% of students scored 70 or higher on the prepared test in CAV 371. The Instructor will continue to add course content to introduce more industry-specific scenarios.
2. 100% of students scored 70 or higher on examination questions in CAV 372. The Instructor will continue to add content to curriculum to further enhance the offering. Goal of 85% passing rate for next fall 2013.
- 3.100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL in CAV 382. Curriculum will be modified and learning outcomes changed to better measure student learning and understanding and a project will be added.
- 4.100% of students scored 70 or higher on final examination questions, EXCEEDS ASSESSMENT GOAL in CAV 381. Curriculum will be revised and learning outcomes updated for the next term to get a clearer picture of student learning and understanding.

Examination grades confirmed the students are learning the material on the Federal Aviation Regulations. The Instructor will continue to add course content to introduce more industry-specific scenarios.

Use of Evaluation Results

1. CAV 371: The Instructor will continue to add course content to introduce more industry-specific scenarios.
2. CAV 372: The Instructor will continue to add content to curriculum to further enhance the offering. Goal of 85% passing rate for next fall 2013.
3. CAV 382: Curriculum will be modified and learning outcomes changed to better measure student learning and understanding and a project will be added.
- 4.CAV 381: Curriculum will be revised and learning outcomes updated for the next term to get a clearer picture of student learning and understanding.

Examination grades confirmed the students are learning the material on the Federal Aviation Regulations. The Instructor will continue to add course content to introduce more industry-specific scenarios.

Related Items

There are no related items.

BCA-FO-01: Commercial Pilot Skills

Start: 7/1/2012

End: 6/30/2013

Learning Outcome


Flight Operations majors will possess the knowledge and skills necessary to fly an airplane at the commercial pilot skill level in both single and multi-engine airplanes under both VFR and IFR.


Data Collection (Evidence)

stage checks, course exams, FAA written exams, and FAA practical exams.

2. pass/fail data will be collected from CAV 355 stage checks, CAV 352 written exams, FAA Commercial Pilot written exam, and the FAA Commercial Pilot practical exam

3. A percentage pass rate of 1st attempts will be determined on stage checks, course exams, FAA written exams, and FAA practical exams.

 CAV 352 Commercial GR Fall 2012

 CAV 352 Commercial Pilot GR Spring 2013

Results of Evaluation

Data collected from stage checks, course exams, FAA written exams, and FAA practical exams.

2. pass/fail data will be collected from CAV 355 stage checks, CAV 352 written exams, FAA Commercial Pilot written exam, and the FAA Commercial Pilot practical exam.

IN CAV 352 Fall 2012 80% of the students scored a 70 percent or higher the examination questions.

In CAV 352 Spring 2013 75% of the students enrolled scored a 70 percent or higher the examination questions. The difference in results could be the different instructors.

3. A percentage pass rate of 1st attempts will be determined on stage checks, course exams, FAA written exams, and FAA practical exams. 100% of students enrolled in CAV 355 passed the stage checks, course exams, and FAA written and FAA practical Exam in the year 2012-2013.

Use of Evaluation Results

1. Have a class meeting or two at the airport incorporating a preflight and systems review using the C206 and DA42.

2. Put more emphasis on calculations using the takeoff, landing, and cruise performance charts.

3. Incorporate the use of www.faa.gov and its aeronautical decision making courses into the syllabus.

4. Have the students do a presentation using visual aids to describe the required flight maneuvers for the commercial pilot check ride.

Related Items

There are no related items.

BCA-FO-02: Federal Aviation Regulations

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Flight Operation majors will have a thorough and comprehensive understanding of Federal aviation regulations.


Data Collection (Evidence)

1. stage checks, course exams, FAA written exams, and FAA practical exams

2. CAV (law) written exams, CAV 352 written exams, CAV 360 written exams, CAV 355 and 360 stage checks, FAA Commercial and Flight instructor written exams

3. A percentage pass rate of 1st attempts will be determined

 CAV 352 Assessment Form Spring 2013

 CAV_352_Commercial_Pilot_Grnd_Course_Learning_Outcomes_Fall_12

Results of Evaluation

1. stage checks, course exams, FAA written exams, and FAA practical exams

2.CAV (law) written exams, CAV 352 written exams, CAV 360 written exams, CAV 355 and 361 stage checks, FAA Commercial and Flight instructor written exams

CAV 352 written exams, FAA Commercial Pilot written exam, and the FAA Commercial Pilot practical exam.

IN CAV 352 Fall 2012 80% of the students scored a 70 percent or higher the examination questions.

In CAV 352 Spring 2013 75% of the students enrolled scored a 70 percent or higher the examination questions. The difference in results could be the different instructors.

CAV 360- 4/5 80% passed the FAA written exams.

CAV 355- 7/8 students passed the Commercial FAA Written. One student has not completed the exam to date. All Students must complete to 100% to progress with their flight ratings/certificates.

CAV 361- Stage 3/3 students passed the Certified Flight Instructor stage checks. The fourth student cut out of the course with excessive absences. However, the student did complete the stage checks with 100% after re-enrolling the next Semester. Students must complete to 100% to progress with their flight ratings/certificates.

3. A percentage pass rate of 1st attempts will be determined

Use of Evaluation Results

1. Have a class meeting or two at the airport incorporating a preflight and systems review using the C206 and DA42.
2. Put more emphasis on calculations using the takeoff, landing, and cruise performance charts.
3. Incorporate the use of www.faa.gov and its aeronautical decision making courses into the syllabus.
4. Have the students do a presentation using visual aids to describe the required flight maneuvers for the commercial pilot check ride.

Related Items

There are no related items.

BCA-FO-03: Communication Skills

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Flight Operation majors will possess technical communications skills.

Data Collection (Evidence)

stage checks and FAA practical exams

2. CAV 355 stage checks, CAV 360 stage checks, CAV 390 stage checks, FAA Commercial and CFI practical exams
3. A percentage pass rate of 1st attempts will be determined on stage checks, course exams, FAA written exams, and FAA

Results of Evaluation

2. CAV 355 stage checks, CAV 361 stage checks, CAV 390 stage checks, FAA Commercial and CFI practical exams

CAV 360- 4/5 80% passed the FAA written exams.

CAV 355- 7/8 students passed the Commercial FAA Written. One student has not completed the exam to date. All Students must complete to 100% to progress with their flight ratings/certificates.

CAV 361- Stage 3/3 students passed the Certified Flight Instructor stage checks. The fourth student cut out of the course with excessive absences. However, the student did complete the stage checks with 100% after re-enrolling the next Semester. Students must complete to 100% to progress with their flight ratings/certificates.

CAV 390-2/2 students passed the FAA Flight Instructor Instrument Written Exam on the first attempt. 2/2 students passed the Flight Instructor Instrument stage checks and FAA check ride the first attempt.

3. A percentage pass rate of 1st attempts will be determined on stage checks, course exams, FAA written exams, and FAA

Use of Evaluation Results

The Flight Syllabus have been revised that should make tracking this data easier. Additional completions of flight certificates and ratings occur outside the semester the student enrolled in the course. All students must pass all FAA written exams, stage exams, and practical test to complete the certificates, ratings, and the BCA degree.

Related Items

There are no related items.

MBA-BA 01: Business Research Analysis

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

MBA and iMBA majors will demonstrate the ability to perform professional research and analysis

Data Collection (Evidence)

80% of MBA and iMBA students will earn an average grade of B or better on their research and analysis homework assignments in CIS/FIN/MGT/MKT 601

Results of Evaluation

63% (35/56) MBA and iMBA majors earned an average grade of B or better on their homework assignments, demonstrating the ability to perform professional research and analysis.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Investigate the resources available to help students understand research and analysis and provide these resources to the students.

Related Items

There are no related items.

MBA-BA 02: Integration of Business Function Areas

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

MBA and iMBA majors will understand of the integration of the functional areas of business

Data Collection (Evidence)

At least 80% of all MBA and iMBA students will earn an average grade of B or better on their case study projects in MGT 695 (or XXX 695)

Results of Evaluation

81% (42/52) MBA and iMBA majors earned an average grade of B or better on their analysis projects indicating they understand the integration of the functional areas of business.

Use of Evaluation Results

Continue this learning outcome for AY 2013-2014. Have curriculum committee evaluate the baseline level indicating proficiency.

Related Items



GE 06: Social Institutions



GE 09: Cross-disciplinary Appreciation

MCA 03: Air Cargo economics and marketing

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Articulate the role of the fixed base operator in the aviation system.

Data Collection (Evidence)

Discussion board and Chapter Reviews in CAV 650



Course Learning Outcomes for SACS CAV 650 F2012

Results of Evaluation

95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions.

Use of Evaluation Results

Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.

Related Items

There are no related items.

MCA 04: Human Factors

Start: 7/1/2012


End: 6/30/2013

Learning Outcome

Explain individual and group behavior and interaction in the aerospace industry.

Data Collection (Evidence)

Test questions in CAV 610

 CAV 610 Fall 2012

Results of Evaluation

91% of students fully participated in 15 weeks of on-line discussions and 91% of students answered all chapter review questions.

Use of Evaluation Results

Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.

Related Items

There are no related items.

MCA-01: US Laws & FAA

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Distinguish between the different kinds of laws that the United States in aviation and the distinction between the different kinds essential to understanding the FAA enforcement process.

Data Collection (Evidence)

Final Exam for CAV 630

Results of Evaluation

93% of students completed the final exam with 80% or better.

Use of Evaluation Results

The online examination will be revised with a reduced time limit to reduce the rote nature answers on the Final Exam. The exam is to use their critical thinking skills in scenario based questions.

Related Items

There are no related items.

MCA-02: Safety in the design and operations of airports

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Apply the various managerial concepts learned in class to solving real-world issues and problems encountered by safety in the design and operations of airports.

Data Collection (Evidence)

Assignments and embedded test questions in CAV 660

Results of Evaluation

93% of students enrolled completed the assignments and final exam with a with an 80% or better. Once student withdrew before the end of the semester.

Use of Evaluation Results

The embedded test questions may be revised to have less rote answers in nature and more scenario based examples to all the students to apply the real-world concepts they have learned.

Related Items

There are no related items.

MPAC 01: LO Auditing Standards

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Three-fourths of Graduate Accounting students will demonstrate the ability to apply appropriate audit procedures

Data Collection (Evidence)

Evaluation of graduate students' audit practice

Results of Evaluation

In seventy-six percent of the cases students correctly identified the appropriate standards, laws and guidance relevant to the cases.

Use of Evaluation Results

The graduate faculty consider other teaching methodology to keep students current with this essential accounting function.

Related Items

There are no related items.

 **MPAC 02: LO Tax Law**

Start: 7/1/2012

End: 6/30/2013

Learning Outcome

Three-fourths of Graduate Accounting students will compose accurate briefs of case law regarding tax situations

Data Collection (Evidence)

Evaluation of accounting graduate students' written case briefs

Results of Evaluation

Ninety-two percent of the briefs contained the proper opinion of the Court, properly identified the principles involved, and stated the effects of the decisions.

Use of Evaluation Results

New cases are reviewed each year.

Related Items

There are no related items.

Gen Ed Learning Outcomes

CIS_205_GE 04: Inquiry and Technology

Start: 7/1/2012

End: 6/30/2013

Gen Ed learning outcome (competency)

Student will demonstrate skills required to search for and evaluate raw data and electronic information that illustrate an understanding of the nature and limits of computer technology.

Data Collection

Student will answer questions on literacy exams related to the use of and limits to computer information systems.

Results of Evaluation

Two-thirds of the students proved their computer literacy through tests and projects on Microsoft Word, Excel, and Access software programs.

Use of Results

Faculty will review test and project results to determine if different methods of evaluation would be more indicative of students' knowledge.

Related Items

  [GE 04: Inquiry and Technology](#)

ECO_210_GE 08: Perspectives

Start: 7/1/2012

End: 6/30/2013

Gen Ed learning outcome (competency)

Student will demonstrate knowledge of and appreciation for economic, social, and political elements which influence relations in the societies and nations in their contemporary dimensions.

Data Collection

Student will complete in-class and independent assignments and interactive assignments and quizzes via the Internet.


Results of Evaluation

Two-thirds of our students demonstrated the ability to apply exchange rates and consumption as they affect national and international economic factors.

Use of Results

Faculty will review test results on these topics to determine if better methods to measure these macroeconomic factors would more accurately indicate students' knowledge.

Related Items

  [GE 08: Perspectives](#)

ECO_211_GE 08: Perspectives

Start: 7/1/2012

End: 6/30/2013

Gen Ed learning outcome (competency)

Student will demonstrate knowledge of and appreciation for economic, social, and political elements which influence relations in the societies and nations in their contemporary dimensions.

Data Collection

Student will complete in-class and independent assignments and interactive assignments and quizzes via the Internet.


Results of Evaluation

Two-thirds of our students demonstrated knowledge of supply and demand, inflation, and unemployment in the quizzes they took.

Use of Results

Faculty will use the test and quiz results to evaluate alternate methods to ascertain students' knowledge of these principles of microeconomics.

Related Items

  [GE 08: Perspectives](#)

User Outcomes

CEBT 01: Assist public and private sector leaders and individual business owners make informed strategic decisions.

Start: 7/1/2012

End: 6/30/2013

User Outcome

Assist public and private sector leaders and individual business owners make informed strategic decisions for creating greater business opportunities, and making contributions to local economic development. Services and information that will be provided include:

- Serve as the source of information for entrepreneurs, owners of existing small businesses, and economic development organizations.
- Offer workshops and training sessions that respond to the needs of entrepreneurs, small businesses, and supports regional economic development.

Data Collection (Evidence)

From internal records:

- Partnerships
- Conversations with Entrepreneurs lecture series
- Business counseling sessions
- Student counseling sessions
- Speaking engagements
- Workshops presented
- Workshops developed
- Unit publicity
- Web page developed
- Advisory board
- Faculty advisory council

An evaluation document was used to assess the effectiveness and satisfaction of workshops and training sessions offered by the unit. Results were used to make appropriate changes to improve services offered by the unit.

Workshops and training sessions currently are and will continue to be provided in a timely manner – normally within two weeks.

Results of Evaluation

- Partnerships formed:

AY 2012-13: 76

AY 2011-12: 62

AY 2010-11: 66

AY 2009-10: 44

- Conversations with Entrepreneurs lecture series:

AY 2012-13: Discontinued

AY 2011-12: 1

AY 2010-11: 2

AY 2009-10: 4

- Business counseling sessions:

AY 2012-13: 79

AY 2011-12: 70

AY 2010-11: 53

AY 2009-10: 63

- Student counseling sessions:

AY 2012-13: 89

AY 2011-12: 86

AY 2010-11: 112

AY 2009-10: 47

- Speaking engagements:

AY 2012-13: 31

AY 2011-12: 18

AY 2010-11: 28

AY 2009-10: 19

- Workshops presented:

AY 2012-13: 13

AY 2011-12: 15

AY 2010-11: 22

AY 2009-10: 18

- Workshops developed:

AY 2012-13: 20

AY 2011-12: 19

AY 2010-11: 20

AY 2009-10: 20

- Unit publicity:

AY 2012-13: 40

AY 2011-12: 51

AY 2010-11: 56

AY 2009-10: 55

- Web page (1)

- Advisory board (1)

- Faculty advisory council (1)

Data regarding the assessment of workshops and training sessions was gathered. Data measured the effectiveness of and satisfaction with the workshops and training sessions as reported by attendees.

Evaluations of workshop and training sessions were measured on a five point scale ranging from strongly agree (5) to strongly disagree (1). The average score for:

AY 2012-13: 4.85

AY 2011-12: 4.84

The score of 4.88 for AY 2012-13 indicates continued outstanding effectiveness and satisfaction with the workshops and training sessions.

Use of Results and Recommendations

Continue:

- Developing partnerships with stakeholders in the service region
- Business and student counseling sessions
- Speaking engagements
- Workshop development and presentations
- Unit publicity
- Maintain web page
- Maintain relationships with unit and faculty advisory boards

Assessments of the workshops and training sessions indicate outstanding effectiveness of and satisfaction with the workshops and training sessions.

It is clear that stakeholders are well satisfied with the programs being offered given the average score of 4.84 with a score of 5.00 being the highest score available.

The unit will continue to provide quality presentations and to evaluate the presentations. Changes will be made based on feedback from stakeholders.

Related Items

 **SP5.Ind06: Community Outreach**

 **SP5: Improve the quality of life for all constituents**

 **SP5.Ind07: Economic Development**

 **SP5: Improve the quality of life for all constituents**

CEBT 02: Share knowledge of the economic and social aspects of business and entrepreneurship.

Start: 7/1/2012

End: 6/30/2013

User Outcome

Share knowledge of the economic and social aspects of business and entrepreneurship with Center stakeholders through research presentations, newsletter publications, seminars, and speaking engagements.

Services and information that will be provided include:

- Serve as the source of information for entrepreneurs, owners of existing small businesses, and economic development organizations.
- Offer workshops and training sessions that respond to the needs of entrepreneurs, small businesses, and supports regional economic development.

Data Collection (Evidence)

From internal records:

- Partnerships
- Conversations with Entrepreneurs lecture series
- Business counseling sessions
- Student counseling sessions
- Speaking engagements
- Workshops presented
- Workshops developed
- Unit publicity
- Web page developed
- Advisory board
- Faculty advisory council

An evaluation document was used to assess the effectiveness and satisfaction of workshops and training sessions offered by the unit. Results were used to make appropriate changes to improve services offered by the unit.

Workshops and training sessions currently are and will continue to be provided in a timely manner – normally within two weeks.

Results of Evaluation

- Partnerships formed:

AY 2012-13: 76

AY 2011-12: 62

AY 2010-11: 66

AY 2009-10: 44

- Conversations with Entrepreneurs lecture series:

AY 2012-13: Discontinued

AY 2011-12: 1

AY 2010-11: 2

AY 2009-10: 4

- Business counseling sessions:

AY 2012-13: 79

AY 2011-12: 70

AY 2010-11: 53

AY 2009-10: 63

- Student counseling sessions:

AY 2012-13: 89

AY 2011-12: 86

AY 2010-11: 112

AY 2009-10: 47

- Speaking engagements:

AY 2012-13: 31

AY 2011-12: 18

AY 2010-11: 28

AY 2009-10: 19

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AY 2009-10: 18

- Workshops developed:

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- Unit publicity:

AY 2012-13: 40

AY 2011-12: 51

AY 2010-11: 56

AY 2009-10: 55

- Web page (1)

- Advisory board (1)

- Faculty advisory council (1)

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AY 2012-13: 4.85

AY 2011-12: 4.84

The score of 4.88 for AY 2012-13 indicates continued outstanding effectiveness and satisfaction with the workshops and training sessions.

Use of Results and Recommendations

Continue:

- Developing partnerships with stakeholders in the service region

- Business and student counseling sessions
- Speaking engagements
- Workshop development and presentations
- Unit publicity
- Maintain web page
- Maintain relationships with unit and faculty advisory boards



Assessments of the workshops and training sessions indicate outstanding effectiveness of and satisfaction with the workshops and training sessions.

It is clear that stakeholders are well satisfied with the programs being offered given the average score of 4.84 with a score of 5.00 being the highest score available.

The unit will continue to provide quality presentations and to evaluate the presentations. Changes will be made based on feedback from stakeholders.

Related Items

  **SP5.Ind06: Community Outreach**

  **SP5: Improve the quality of life for all constituents**

  **SP5.Ind07: Economic Development**

  **SP5: Improve the quality of life for all constituents**

Unit Goals

ACISF 2013_01: Update our Website

Start: 7/1/2012
End: 6/30/2013

Unit Goal

Update our Websites for accuracy and relevance.

Evaluation Procedures

Division website will be monitored for updates on faculty and student activities and accuracy of program information.

Actual Results of Evaluation

Revisions were made to website to provide current and prospective students with program information. Division activities were also included on College of Business webpage using Flickr widget.

Use of Evaluation Results

Division chair will continue to monitor the website to ensure program information, student activities, curriculum changes, and personnel changes are revised on a timely basis. The Division will also support the College of Business plans to secure funding for a staff position to be responsible this function for the entire College.

Related Items

 [SP4.Ind07: Website](#)

ACISF 2013_02: Visit Community Colleges

Start: 7/1/2012
End: 6/30/2013

Unit Goal

Visit Community Colleges

Evaluation Procedures

The number of visits to community colleges to discuss program information with faculty, staff, and potential students.

Actual Results of Evaluation

While this goal has not been realized on a division level, in AY 2012-2013, program information was included in four (4) visits the College of Business Advising Center made to area community colleges.

Use of Evaluation Results

This goal will be included in the Division's recruitment strategies for AY 2013-2014. The Division will work with the College of Business Advising Center to develop a schedule of planned visits.

Related Items

 [SP2.Ind01: Enrollment](#)

ACISF 2013_03: Contact Donors

Start: 7/1/2012
End: 6/30/2013

Unit Goal

Contact donors.

Evaluation Procedures

The number of contacts made with existing and potential donors.

Actual Results of Evaluation

The Division Chair and Dean hosted a two-day retreat on May 20 & 21 with two existing donors to the accountancy program to discuss fund raising strategies to support program development and student recruitment. This retreat was a follow-up to conversations held throughout the academic year.

Use of Evaluation Results

The Division is working with donors to the Yurkow and Gibson funds to develop strategies to expand donations and further recognize the contributions of accounting faculty who in the donors' views had a significant impact on their success. The Division is planning to use this model in raising funds for other programs.

Related Items

 [SP4.Ind03: External resources](#)

ACISF 2013_04: Advertise grad CIS courses

Start: 7/1/2012
End: 6/30/2013

Unit Goal

Advertise new CIS emphasis in MBA Program

Evaluation Procedures

The number of students enrolled in the CIS emphasis module.

Actual Results of Evaluation

The promotion of the Computer Information Systems (CIS) emphasis in the MBA program was accomplished through the College of Business promotion of all new modules (Human Resources Management, Health Care Administration, & General Business) added to the curriculum. Fifteen students enrolled in the initial CIS emphasis module.


Use of Evaluation Results

Future promotions will be conducted through the College of Business Graduate Programs office in conjunction with all modules offered within the MBA program.

Related Items

 [SP2.Ind01: Enrollment](#)

 [SP3.Ind04: Technology training](#)

 ACISF 2013_05: Blended courses

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Offer Blended Courses through WIMBA.

Evaluation Procedures

The number of courses utilizing the WIMBA conferencing tool.

Actual Results of Evaluation

Two CIS faculty utilized the WIMBA conferencing tools in one of their courses. Though we changed our LMS to Canvas, we are installing cameras and preparing to start offering courses in a blended format.

Use of Evaluation Results

DSU changed its LMS to Canvas. The Division plans to use the conferencing tool included in the new LMS.

Related Items

 [SP5.Ind01: Distance Education Offerings](#)

 [SP5: Improve the quality of life for all constituents](#)

 ACISF 2013_06: E-Newsletters

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Send discipline-specific E-newsletters

Evaluation Procedures

The number of discipline-specific newsletters created and the favorable responses from readership.

Actual Results of Evaluation

Good and favorable responses to the Accounting E-Newsletter.

Use of Evaluation Results

All constructive criticism will be applied to the next edition of the newsletters. The Division, in conjunction with the College and DSU Foundation, will seek to expand the number of alumni receiving newsletters as mechanism to between inform former graduates and donors of program activities.

Related Items

 [SP5.Ind06: Community Outreach](#)

 [SP5: Improve the quality of life for all constituents](#)

 ACISF 2013_07: Professional Certification in Business Management

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Implement our new Professional Certification in Business Management.

Evaluation Procedures

The number of students enrolled in the certificate program.

Actual Results of Evaluation

Implementation of this goal has been postponed. Our sponsor requested a delay of approximately one year.

Use of Evaluation Results


The dean of the College of Business will continue to seek funding and employer sites to implement this program.

Related Items

  [SP1.Ind04: Job placement](#)

  [SP2.Ind01: Enrollment](#)

  [SP3.Ind09: Professional development](#)

 **ACISF 2013_08: SAP integration**

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Integrate SAP into our curriculum

Evaluation Procedures

Review of syllabi for inclusion of SAP topics.

Actual Results of Evaluation

SAP approved the syllabi in one course, CIS 300

Use of Evaluation Results

Push SAP into other applicable courses. The Division faculty, in conjunction with the College of Business leadership, will identify other business core courses for SAP inclusion.

Related Items

  [SP1.Ind04: Job placement](#)

  [SP3.Ind07: Credentials](#)

 **ACISF 2013_09: Create Major Field Tests**

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Construct a Major Field Test for our Business Core and our majors

Evaluation Procedures

The College of Business leadership team made the decision to use Peregrine Academic Services to accomplish this goal.


Actual Results of Evaluation

Abandoned. The College of Business leadership team made the decision to use Peregrine Academic Services to accomplish this goal.

Use of Evaluation Results

The College of Business leadership team made the decision to use Peregrine Academic Services to accomplish this goal. College of Business faculty will continue to discuss alternatives to mechanisms to measures program objectives.

Related Items

  [SP3.Ind08: Evaluations](#)

 **CAV 2013_01: Establish an Aviation Advisory Board for the Department of Commercial Aviation**

Start: 7/1/2012

End: 6/30/2013

Unit Goal

An established Aviation Advisory Board actively participating as partners with the Department of Commercial Aviation.

Evaluation Procedures

Recruit an advisory board of industry leaders assisting the Department of Commercial Aviation in updating curriculum and training to meet changing industry needs.

Actual Results of Evaluation


The CAV Advisory Board is established and will meet twice per year to make suggestions on curriculum and update the CAV Faculty & Staff of current issues in their respective fields. Minutes and photos will document each meeting. The First Meeting is scheduled for August 23, 2013.

Use of Evaluation Results

An active advisory board of industry leaders assisting the Department of Commercial Aviation in updating curriculum and training to meet changing industry needs.

Related Items

  SP1.Ind04: Job placement

  SP1.Ind06: Advising -- access to improved, comprehensive, and directed/targeted advising

  SP1.Ind08: Curriculum Development and Revision

  SP2.Ind02: Retention

  SP2.Ind03: Graduation Rate

  SP3.Ind04: Technology training

CAV 2013_02: To prepare for a self study that will lead to accreditation by AABI in the future.

Start: 7/1/2012

End: 6/30/2013

Unit Goal

To prepare for a self study that will lead to accreditation by AABI in the future.

Evaluation Procedures

Annual progress over the last three years with the end goal in site.

Actual Results of Evaluation

This process has been ongoing for the past three years. The curriculum was updated 2010. New Aircraft were purchased 2011. Flight Syllabus revised with the new aircraft 2012. New personnel hired 2012-2013. Institutional Commitment to proceed with the Self study secured 2013. The Self Study will start Fall 2013 with an AABI site visit proposed for Fall 2014. A University Aviation Association (UAA) program review site visit is planned for Fall 2013. The UAA visit will help in preparation for the AABI process. AABI accreditation should be February 2015 if all goes as planned.

Use of Evaluation Results

Once accredited by AABI our students will have more opportunities for internships and bridge programs with the airline industry.

Related Items

  SP1.Ind08: Curriculum Development and Revision

CAV 2013_03: Commercial Aviation will increase the amount of credit hour production by 15% in 2 years.

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Commercial Aviation will increase the amount of credit hour production by 15% in 2 years.

Evaluation Procedures

Analysis of credit hour production in academic years 2008/2009, 2009/2010, and 2010/2011.

Actual Results of Evaluation

Credit production hours increased only slightly in 2012-2013. Specifically the total in 2012 was 1664 and the total in 2013 was 1677. The goal to increase credit hour production by 15% in two years was not met. This goal will be moved forward. We are actively recruiting to increase our enrollment and therefore our credit hour production.

Use of Evaluation Results

While there is a slight increase in the Credit Production hours in the Department of Commercial Aviation the 15% goal has not been met. This goal will be extended however it must be noted that the credit hour production does not show a true picture in CAV. The weight as assigned by IHL is for a 100-200 level course is weighted 1.0, 300-400 level is weighted 1.96, and 600 level is 3.94. Commercial Aviation is highly specialized requiring FAA certification, recurrent training, equipment, and technology.

The CAV courses should be weighted similarly to the Nursing Program also requiring extra training and highly skilled techniques. The weight for a Nursing course 100-200 level course is weighted 4.91, 300-400 level is weighted 5.32, and 600 level is 6.49. Currently CAV is weighted as a History or English course with no extra training or equipment. When CAV is compared with other College of Business course even Business courses are weighted higher than CAV. Specifically Business 100-200 level course is weighted 1.41, 300-400 level is weighted 1.59, and 600 level is 4.59. In conclusion, CAV courses need to be reevaluated by IHL to possibly create an additional code category and increase the weight to more accurately reflect the skill, training and equipment required to train students in Commercial Aviation.

Related Items

 [SP2.Ind01: Enrollment](#)

CAV 2013_04: Increase enrollment

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase enrollment in the Department of Commercial Aviation in five years by 20%

Evaluation Procedures

Analysis of enrollment data 2009/2010; 2010/2011; 2011/2012; 2012/2013; 2013/2014

Actual Results of Evaluation

Enrollment was down by five total student in the undergraduate Commercial Aviation majors. Specifically, we lost 9 students from the flight program but were able to retain them as aviation management majors. The change in majors from flight to aviation management were noted as financial reasons by the students. Enrollment at the graduate level was down by a total of six students- three of which were dismissed for earning an F in a course as outlined in the Graduate Catalog. Two of the other students were deployed but hope to return to the program once state side. Lastly, we lost one student for financial reasons. That student also plans to return once they are rehired and have the money to continue their education.

Use of Evaluation Results

The Department of Commercial Aviation has been actively recruiting across the Southeast. This plan is designed to Increase enrollment, Increase recruitment, outreach to our alumni for recruitment opportunities, Continue to publish CAV NEWS digitally each semester and to Continue Recruitment E-Mail Blasts monthly to high school in Mississippi, Tennessee, Alabama, Florida, Georgia, Arkansas, Missouri, Louisiana, and Texas. Additionally, we have taken out ADs in Flying magazine (National), and Invitation Oxford and Invitation Tupelo. We also have a Web AD on the FAPA website. Additionally we had a booth at the Women in Aviation Conference for the last three years.

Additional Recruiting activities:

Future and Active Pilots Association (Pilot and Student Career Fair) Orlando, FL and New Orleans, LA, and Atlanta, GA

- Recruiting visits

West Jones High School, Northeast Jones High School, and South Jones High School in Laurel, MS

Oak Grove High School, Sacred Heart Catholic School, Hattiesburg High School in Hattiesburg, MS

Jones Junior College in Ellisville, MS

Amit, Louisiana, Gulf Coast

Mississippi Airports Association Annual Meeting Natchez, MS May 2013

partnered with recruiting to attend events when invited like Memphis, Jackson, and DeSoto County.

lastly, we give tours to students from preschool age to transfers from junior college. Our efforts have been great considering how short staffed we have been in the last several. With recent hires in our area we hope to be able to expand out recruiting and retention levels.

Related Items

 [SP2.Ind01: Enrollment](#)

CEBT 2013_01: Faculty, Staff, and Community Participation

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase or maintain at the current level faculty, staff, and community participation in Unit activities.

Evaluation Procedures

Measure faculty and community participation in Unit activities and compare to previous year.

Actual Results of Evaluation


<u>AY 2010-11</u>	<u>AY 2011-12</u>	<u>AY 2012-13</u>
Faculty: 3	Faculty: 16	Faculty: 17
Community: 66	Community: 62	Community: 76

Use of Evaluation Results



The chair of the unit will continue to work with faculty and community stakeholders in an effort to increase participation in Unit activities.

Related Items

  **SP5.Ind06: Community Outreach**

  **SP5: Improve the quality of life for all constituents**

  **SP5.Ind07: Economic Development**

  **SP5: Improve the quality of life for all constituents**

 **CEBT 2013_02: Increase/Maintain Number of Partners**

Start: 7/1/2012
End: 6/30/2013

Unit Goal

Maintain/Increase the number of partners among Chair and constituents groups.

Evaluation Procedures

Measure partnerships established/maintained and compare to previous year.

Actual Results of Evaluation

<u>AY 2010-11: 66</u>	<u>AY 2011-12: 62</u>	<u>AY 2012-13: 76</u>
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Use of Evaluation Results

Results will be used in conjunction with other information to help improve the operations of the unit as it provides valuable information and service to those in the Mississippi Delta who are interested in entrepreneurial activities.

Related Items

  **SP5.Ind06: Community Outreach**

  **SP5: Improve the quality of life for all constituents**

  **SP5.Ind07: Economic Development**

  **SP5: Improve the quality of life for all constituents**

 **CEBT 2013_03: Fundraising Activities**

Start: 7/1/2012
End: 6/30/2013

Unit Goal

Increase/Maintain the number of fundraising activities to support Unit activities and student scholarships.

Evaluation Procedures

Review of internal office documents to determine the number fundraising activities.

Actual Results of Evaluation

<u>AY 2011-12: 9</u>	<u>AY 2012-13: 27</u>
Grant Proposals: 4	Grant Proposals: 14
Scholarships: 3	Scholarships: 11
Grants: 2	Grants: 2

Use of Evaluation Results

Increased external funding will support Unit activities and student scholarships.

Related Items

 [SP4.Ind03: External resources](#)

COB_2013_01: Assessment Efforts

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase assessment efforts and improve gathering and reporting methods.

Evaluation Procedures

Annual assurance of learning measures and reports will meet data quality standards acceptable for use in making programs' enhancement decisions (internal) & satisfaction of accreditation requirements.

Actual Results of Evaluation

- Conduct Graduate/Alumni Survey during 2012-2013 AY.
- College of Business faculty members will develop Major Field Test questions for the business core and each academic major.
- Each academic unit will establish an advisory council with meetings held independently during the 2012-2013 AY, but concurrently thereafter. These councils will assist the units in assessing the relevance of our curriculum and the preparation of our graduates.
- **Each academic modified unit modified student learning outcomes to ensure accurate and intentioned measurable results in conformance with established Delta State University and College of Business priorities.**
- **Prepared and submitted Quality Assurance Report to Accreditation Council for Business Schools and Programs (ACBSP) for academic years 2010-2011 and 2011-2012.**
- **In Spring 2013, posted student learning outcomes (SLOs) to the College of Business website to better inform the public of the College's performance.**

Use of Evaluation Results

Department of Commercial Aviation will partner with University Aviation Association to conduct a program review in preparation for its application and Self-Study Report for accreditation by AABI.

Changes to curriculum will be more mission and data-driven and will meet expectations of stakeholders. Faculty members will review its academic program and adjust the curriculums to reflect learning outcomes. Increased attention to assessment efforts will enhance the efficiency of assessment instruments, close the gap between actual and desired results, and enrich the educational experience of our students.

Related Items

 [SP4.Ind09: Institutional review process / Accreditations/IE](#)

COB_2013_02: Perception of Academic Programs

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase the perception of quality of our academic programs to potential students, alumni, and employers.

Evaluation Procedures

ACT and SAT scores of enrolling students, passing rates of students on licensure examinations, the number of transfer students, and the freshmen to sophomore retention rate.

Actual Results of Evaluation

- 5% increase in graduate & undergraduate course enrollment each year.
- 5% increase in credit hours generated each year
- **Developed and implemented the initial phases of Three-Year Strategic Plan for Recruitment and Retention for the College of Business.**
- **Total student enrollment increased by 4.05% in AY 2012-2013 compared to AY 2011-2012. Fall 2012 enrollment increased 2.79 when compared to Fall 2011.**
- **Credit hours generated increased slightly in AY 2012-2013 compared to AY 2011-2012.**
- **College had a 64% increase in graduate enrollment in Spring 2013 compared to Spring 2012.**

Use of Evaluation Results

- COB faculty will explore 2 plus 2 agreements with community colleges across the State of Mississippi.
- College will seek funding to build a finance lab and partner with area high schools to provide a service in which DSU faculty will teach economics courses to high school students through Long Distance Learning.
- The College will also continue its efforts to equip two classrooms in Broom Hall, Baioni Conference Center, and one room in Gibson-Gunn with technology required to offer "blended" courses.
- Establish a baseline for the number of students employed in a business related field (within 6 months of graduation)
- Develop a master schedule detailing the time of deliverance of day, night, and online courses to better serve non-traditional

- students seeking the BBA, BCA, MBA, and MPA degrees.
- Expand the number of on-line course offerings

Related Items

 SP4.Ind14: Marketing and Publicity

COB_2013_03: Quality of Student Body Efforts

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase the quality of the student body.

Evaluation Procedures

ACT and SAT scores of enrolling students, passing rates of students on licensure examinations, the number of transfer students, and the freshmen to sophomore retention rate.

Actual Results of Evaluation

- COB's retention rate from freshmen to sophomore will reach 70% by fall 2013.
- Average test scores (ACT) of entering students will increase by 5%.
- GPA on select core courses for students entering graduate programs will increase by 5%.
- The College of Business Freshmen retention rate increased from 58% between Spring 2012 to Fall 2012 to 72% between Fall 2012 to Spring 2013. This represents a 26% increase over the 57.1% retention rate observed between Fall 2011 to Spring 2012 and an 18.4% increase over the 60.79% rate observed between Fall 2010 and Spring 2011.**
- The average ACT score for first time freshmen in Fall 2012 was 20, a 1.4% decline compared to 20.28 in Fall 2011. The average ACT score for entering freshmen was 20 in Fall 2010 and 18 in Fall 2009.
- The average GPA on select courses of students entering graduate programs was in AY 2012-2013 was consistent with the results observed in AY 2011-2012.
- Established "Day at Delta State" in College of Business. Hosted students from West Bolivar (27), Shaw High School (39).
- Hosted first AITP Conference for High School Students.
- Business Student Advisory Council hosted special activities for College of Business students, e.g., student sessions, clothing drive, movie and trivia nights.
- Accounting faculty took students on field trip to St. Louis to observe accounting operations of Budweiser Corporation.
- Three College of Business students were inducted into the DSU Hall of Fame, James Bellipanni, April Mondy, and Michael Oleis.
- Developed first phase of advising software program for the College of Business.

Use of Evaluation Results

- College of Business will complete implementation of college-specific advising software.
- College will continue to encourage more student participation in the BSAC and other campus organizations.
- Establish a student support center with special emphasis on quantitative, economic, accounting, and finance courses.
- Continue to implement and enhance the College's three-year marketing plan utilizing the University's decision regarding out-of-state waivers for the College.
- Enhance college and division/department websites.
- College of Business continue its efforts to build closer relationships with area high schools.

Related Items

 SP2.Ind01: Enrollment

COB_2013_04: Faculty Quality Efforts

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase the quality of the faculty.

Evaluation Procedures

The percentage of minority faculty and staff will be analyzed. Faculty scholarship (e.g., journal articles and presentations) and the number of scholarly activities (e.g., conferences & attended) will be cataloged.

Actual Results of Evaluation

- Increase the proportion of faculty members with terminal degrees by 5% by AY 2013-2014.
- Increase the number of refereed journal articles published each year by the faculty by 5%.
- Increase the number of academic/professional conferences presentations/attended by faculty each year by 5%.

- Increase in the number of professional designations obtained/maintained by 5%.
- Hire a terminally qualified marketing faculty member and a quantitative methods faculty member by AY 2013-2014.
- **The proportion of faculty members holding terminal degrees increased to 56.5% in AY 2012-2013 from 45.4% in AY 2011-2012, a 24% increase. This goal was met.**
- **Minorities represent 24.5% of the College of Business faculty.**
- **Supported two minority faculty members in completion of doctoral programs.**
- **Supported six DSU faculty members to attend SAP training.**
- **The number of professional designations held by faculty members did not change.**
- **The College was successful in hiring a Ph.D. in Marketing for AY 2013-2014. The College also hired a Ph.D. in Health Care Administration. The goal of hiring a Ph.D. in quantitative methods has not been met.**
- **College of Business faculty published 9 articles in AY 2012-2013 compared to 8 in 2011-2012, a 12.5% increase. Faculty members gave 45 academic presentations in 2012-201 compared to 40 presentations in AY 2011-2012, a 12.5% increase.**

Use of Evaluation Results

- Enhance recruiting efforts for quantitative and logistics disciplines.
- Support University's Diversity Plan
- Seek external funding to support faculty positions, research, and teaching initiatives.

Related Items

  [SP3.Ind01: Faculty and staff hiring](#)

COB_2013_05: External Funding Efforts

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase external funding for faculty and student support.

Evaluation Procedures

The College will evaluate the amount of private donations, scholarship and grant funds obtained.

Actual Results of Evaluation

- College of Business faculty/staff development opportunities will increase by 10%.
- The total number of competitive grant proposals, first time grant writers, & private donations will increase by 10% by AY 2013-2014.
- **Faculty and staff opportunities increased by 12.97% from \$36,000 in AY 2011-2012 to \$40,697 in AY 2012-2013.**
- **Implemented \$250,000 U.S.D.A. grant. This unique grant allowed for a comprehensive approach to assisting Mississippi Delta businesses. Businesses participating in the program have been very complementary of this new approach.**
- **Grant applications have been submitted to: U.S.D.A. – refunding of DEBTS Program, AT&T -Overcoming Place Bound and Economic Challenges Through Technology (OPECT), W.K. Kellogg Foundation-From Laborers to Leaders: A Sunflower Workforce Investment Initiative (SCWII), Hearin Foundation (Pre-proposal) - Vocational/Technical Entrepreneurial Certificate Program (VTECP).**
- **Current grant proposals in process:**
 - **Delta Regional Authority – SEDAP**
 - **W. K. Kellogg – Social Enterprise Grant**
 - **W. K. Kellogg – Youth Project Grant**
 - **RUS Grant - USDA**

Use of Evaluation Results

- Dean will meet with junior faculty to review tenure process and discuss collaboration opportunities to enhance intellectual contributions among COB faculty and other academic disciplines.
- Continue to support a team of proposal writers within COB drawing on the strength of each team member to develop budget, conduct research, write the proposal, establish and identify partnerships, collect letters of support, and edit, etc.
- The College will raise funds for technology upgrades by attempting to match needs with the interest of local business, industry leaders, and private foundations.
- Develop and expand alumni and friends networks to increase scholarship and endowment funds.

Related Items

There are no related items.

COB_2013_06: Professional Practice Efforts

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase the number of professional practice opportunities for students and faculty.

Evaluation Procedures

The College will evaluate the number of collaborative efforts among college of business & interdisciplinary centers.

Actual Results of Evaluation

- The total number of outreach efforts (collaborations between academic, service, businesses, and interdisciplinary

- units/centers) will increase by 20% during AY 2013-2014.
- The number of student internship opportunities will increase by 10% by AY 2013-2014.
- College of Business students participated in Asset Mapping of Greenville and Indianola through a collaboration with Mississippi Delta Authority (MDA).
- Two College of Business students, James Bellipanni and Michael Oleis completed internships with FEDEX Corporation.
- Developed internship agreement with Dollar General Corporation.
- Hosted Mississippi Delta Compact economic development meetings.
- Partnered with Mississippi State University to complete Economic Impact Study for Cleveland Bolivar County Chamber of Commerce.
- DEBTS program provided service to 14 formal clients, a 100% increase over the 7 served in AY 2011-2012.
- College provided seventy nine (79) counseling sessions to existing entrepreneurs and potential business owners in AY 2012-2013 compared to 70 counseling sessions in AY 2011-2012, a 12.8% increase.

Use of Evaluation Results

- Faculty will conduct research through the Center for Business & Entrepreneurial Research, Center for Economic Education and Research, and Chair of Entrepreneurship in Business Technology.
- College of Business faculty and staff will become more active in the local business and industry organizations and agencies.

Related Items

 [SP1.Ind04: Job placement](#)

 [SP3.Ind08: Evaluations](#)

MMBA 2012_03: Curricula Evaluation

Start: 7/1/2012

End: 6/30/2013

Unit Goal

The division will evaluate and make changes to curricula to meet stakeholder expectations

Evaluation Procedures

Evaluate curriculum committee meeting information

Actual Results of Evaluation

No changes were made to the unit's curricula during AY 2012-2013.

Use of Evaluation Results

This goal will continue for AY 2013-2014.

Related Items

 [SP1.Ind08: Curriculum Development and Revision](#)

MMBA 2012_04: Recruitment

Start: 7/1/2012

End: 6/30/2013

Unit Goal

100% of all faculty will attend at least two recruiting events. Faculty will track the potential students with whom they met to determine the choice of institution.

Evaluation Procedures

Faculty annual reviews provided information to determine if the goal was met


Actual Results of Evaluation

100% of faculty attended at least two recruiting events. No formal tracking occurred.

Use of Evaluation Results

A formal tracking/follow-up mechanism needs to be developed and implemented. This goal will continue for AY 2013-2014.

Related Items

 [SP2.Ind01: Enrollment](#)

MMBA 2013_01: Internship Participation

Start: 7/1/2012

End: 6/30/2013

Unit Goal

The division will increase the number of students participating in internship classes by 5%.

Evaluation Procedures

Enrollment data will be examined, determining participation in internship programs

Actual Results of Evaluation


During AY 2012-2013, there was a 16% decrease in the number of students participating in an internship program from the previous AY.

Use of Evaluation Results

The division needs to establish more defined internship programs and a structured process to receive internship credit in order for more students to participate in internships. The curriculum committees should evaluate the inclusion of internship credit as part of the requirements for the majors.

Related Items

 [SP1.Ind05: Diversity -- access to diverse ideas/programs](#)

 **MMBA 2013_02: Scholarship and Service**

Start: 7/1/2012

End: 6/30/2013

Unit Goal

100% of the faculty will engage in at least one service activity to the university, college, and division, and participate in at least one scholarly activity.

Evaluation Procedures

Faculty annual reviews will provide information to determine if the goal was met

Actual Results of Evaluation

100% of the division faculty participated in at least one service activity. Eight out of nine (89%) of the faculty participated in at least one scholarly activity.

Use of Evaluation Results

Work with faculty to meet the goal for the next AY.

Related Items

 [SP3.Ind07: Credentials](#)

 [SP3.Ind08: Evaluations](#)

 [SP3.Ind09: Professional development](#)

 **MMBA 2013_05: Letter of Recognition**

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Faculty will be trained regarding the Letter of Recognition from the Provost and Writing across the Curriculum committee

Evaluation Procedures

Training will occur

Actual Results of Evaluation

Training did not occur.

Use of Evaluation Results

Continue this goal to AY 2013-2014.

Related Items

 [SP3.Ind09: Professional development](#)

Executive Summaries

ES Dean

Diversity Compliance Initiatives and Progress

Economic Development Initiatives and/or Impact

Grants, Contracts, Partnerships

Committees reporting to unit



Department: College of Business



Overview (brief description of scope)



The College of Business is committed to enhancing the preparation and marketability of our students through continuous monitoring our curriculum, integration of SAP Enterprise Resource Planning software and other industry recognized certifications, and expanding our role as a resource to the Mississippi Delta region. We will continue to build a diverse, high-quality faculty that will prepare our students to be competition in their chosen professions regardless of where they choose to reside. The College has accepted its role in assisting Delta State University in becoming the Regional University of National Distinction."



Comparative data



Related Items

-   SP1: Increase student learning

-   SP2: Develop an engaged, diverse, high-quality student population

-   SP3: Assure high-quality, diverse, engaged faculty and staff

-   SP4: Enhance institutional effectiveness

-   SP5: Improve the quality of life for all constituents

Executive Summary COB

Diversity Compliance Initiatives and Progress

The College of Business supported two (2) minority faculty in obtaining their doctoral degrees. The College also hired 2 minority staff members and contracted with four (4) minorities to assist with the implementation of the DEBTS and SBA Prime grants. *Minorities represent 24.5% of the College of Business faculty.*

Economic Development Initiatives and/or Impact

The College of Business conducted seventy nine (79) counseling sessions for businesses, eleven (11) economic development workshops with a total of 284 participants, and provided comprehensive individual technical assistance to 14 businesses through its DEBTS and SBA Prime programs. The Dean, faculty, and staff also continued their service on community and economic development boards.

Grants, Contracts, Partnerships

Implemented \$250,000 U.S.D.A. grant. This unique grant allowed for a comprehensive approach to assisting Mississippi Delta businesses. Businesses participating in the program have been very complementary of this new approach.

The College also provided additional service to business through its \$50,000 SBA Prime grant.

The College of Business also established and maintained 22 partnerships with local businesses, community and economic development, school districts and state agencies throughout AY 2012-2013.

Committees reporting to unit

Department: College of Business

Overview (brief description of scope)

The College of Business and its individual units are sound. The College experienced significant growth in the graduate iMBA program and a slight increase in student credit hour production. The College recognizes the challenges it continues to face in attracting more students to our undergraduate programs as the Delta population continues to decline and persistent competition from for-profit and online institutions offering business programs. Toward that end, the College is committed to continued efforts to define our market (the set of individuals we seek to attract) and providing a compelling story that would allow our college to rise above our competition in the minds of prospective students. The College also recognizes the challenges associated with replacing an aging faculty who salaries are less than the level required to attract new faculty in competitive market disciplines. Toward this end, we will attempt to engage our corporate partners to raise for scholarships, professorships, etc. The College is committed to raising our level of service as an economic resource and asset to our region.

Comparative data

Related Items

There are no related items.

Section V.a

Faculty (Accomplishments)

Noteworthy activities and accomplishments

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section V.b

Staff (Accomplishments)

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section V.c

Administrators (accomplishments)

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section V.d

Position(s) requested/replaced with justification

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section V.e

Recommended Change(s) of Status

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section VI.a

Changes Made in the Past Year

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Changes made in the past year:

Recommended changes for the coming year(s):

Section VI.b

Recommended Changes for the Coming Year

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Date Submitted: (or Resubmitted)	8/23/2012 12/14/2012	Term Submitted:	Fall, 2012
Course Number:	41156 CAV 371	# of Sections:	1
Course Name:	Aviation Law and Legislation	# of Students:	18
Division:	Commercial Aviation	Participating Faculty:	Samuel L. Washington
Form Submitted by:	Samuel L. Washington		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Understand the aviation legal environment in which they work.	Embedded test questions	1) 80 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	94% of students scored 70 or higher on prepared tests. EXCEEDS ASSESSMENT GOAL	Continue to add content to the course to introduce more industry-specific scenarios. Goal of 85% passing rate for next fall's class.
1	2) Demonstrate knowledge of FAR Parts 1, 43, 61, 67, 91, 141.	Research project	1) 80 percent of students taking the course will complete the project with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	94% of students scored 70 or higher on prepared tests. EXCEEDS ASSESSMENT GOAL.	Continue to review FARs to ensure that information is current. Goal of 85% passing rate for next fall's class.

Attachments of Methods of Assessments: None

41156 CAV 371: Course Learning Outcomes Assessment Plan.

Comments:

Division Chair Signature

_____ Date:

Assessment Committee Chair Signature

_____ Date:

Vice President of Academic Affairs Signature

_____ Date:

Date Submitted: (or Resubmitted)	01/28/2013 Approved by	Term Submitted:	Spring 2013
Course Number:	CAV 380	# of Sections:	1
Course Name:	Air Transportation	# of Students:	23
Division:	Aviation Management	Participating Faculty:	Samuel L. Washington
Form Submitted by:	Samuel L. Washington		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Students will demonstrate knowledge of the air transportation system.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	85 % of students scored 70 or higher on examination questions, MET ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.
1	2) Students will examine the history and development of the air transportation system.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.
1	3) Students will recognize and explain the hub-and-spoke system.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.
1	4) Students will be able to differentiate management organizations within the air transportation system.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
			4) Professor.		
1	5) Students will be able to identify marketing concepts used by airlines.	Examination questions	1) 85 percent of students taking course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.
1	6) Students will analyze airline scheduling systems	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.

Attachments of Methods of Assessments: Examination questions
CAV 380: Course Learning Outcomes Assessment Plan.

Comments:

Division Chair Signature

_____ Date:

Assessment Committee Chair Signature

_____ Date:

Vice President of Academic Affairs Signature

_____ Date:

Date Submitted: (or Resubmitted)	01/28/2013 Approved by	Term Submitted:	Spring 2013
Course Number:	CAV 382	# of Sections:	1
Course Name:	Airport Management	# of Students:	13
Division:	Aviation Management	Participating Faculty:	Samuel L. Washington
Form Submitted by:	Samuel L. Washington		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Students will demonstrate knowledge of airport systems and organization	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL	Curriculum will be modified and learning outcomes changed to better measure student learning and understanding.
2	2) Students will name and discuss various components of the airport environment	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL	Curriculum will be modified and learning outcomes changed to better measure student learning and understanding.
3	3) Students will interpret airport administration and finances.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL	Curriculum will be modified and learning outcomes changed to better measure student learning and understanding.
4	4) Students will be able to analyze airport capacity and its effects on operations.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course.	100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL	Curriculum will be modified and learning outcomes changed to better measure student learning and understanding.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
			4) Professor.		

Attachments of Methods of Assessments: Examination questions
 CAV 382: Course Learning Outcomes Assessment Plan.

Comments:

Division Chair Signature

_____ Date: _____

Assessment Committee Chair Signature

_____ Date: _____

Vice President of Academic Affairs Signature

_____ Date: _____

Date Submitted: (or Resubmitted)	6/19/2012 12/14/2012	Term Submitted:	Fall, 2012
Course Number:	41157 CAV 372	# of Sections:	1
Course Name:	Aviation Safety	# of Students:	16
Division:	Commercial Aviation	Participating Faculty:	Samuel L. Washington
Form Submitted by:	Samuel L. Washington		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Describe the basic concepts of building an aviation safety program.	Examination questions	1) 80 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	100% of students scored 70 or higher on prepared tests. EXCEEDS ASSESSMENT GOALS	Continue to add content to curriculum to further enhance the offering. Goal of 85% passing rate for next fall.
1	2) Describe the process that NTSB uses in an accident investigation.	Examination questions	1) 80 percent of students taking the course will complete the examination questions with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	100% of students scored 70 or higher on prepared tests. EXCEEDS ASSESSMENT GOALS	Continue to add content to curriculum to further enhance the offering. Goal of 85% passing rate for next fall.
1	3) Explain how Human factors affect aviation safety.	Research Project	1) 80 percent of students taking the course will complete the project with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	94% of students scored 70 or higher on prepared tests. EXCEEDS ASSESSMENT GOALS	Further refine the project to allow students an even more in-depth look at human factors in the industry.

Attachments of Methods of Assessments: None

41157 CAV 372: Course Learning Outcomes Assessment Plan.

Comments:

Division Chair Signature

Date:

Assessment Committee Chair Signature

Date:

Vice President of Academic Affairs Signature

Date:

Date Submitted: (or Resubmitted)	01/28/2013 Approved by	Term Submitted:	Spring 2013
Course Number:	CAV 380	# of Sections:	1
Course Name:	Air Transportation	# of Students:	23
Division:	Aviation Management	Participating Faculty:	Samuel L. Washington
Form Submitted by:	Samuel L. Washington		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Students will demonstrate knowledge of the air transportation system.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	85 % of students scored 70 or higher on examination questions, MET ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.
1	2) Students will examine the history and development of the air transportation system.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.
1	3) Students will recognize and explain the hub-and-spoke system.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.
1	4) Students will be able to differentiate management organizations within the air transportation system.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
			4) Professor.		
1	5) Students will be able to identify marketing concepts used by airlines.	Examination questions	1) 85 percent of students taking course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.
1	6) Students will analyze airline scheduling systems	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	More than 85% but less than 90% scored 70 or higher on examination questions, EXCEEDS ASSESSMENT GOAL	The curriculum will be updated and learning outcomes modified to better assess student learning and understanding.

Attachments of Methods of Assessments: Examination questions
 CAV 380: Course Learning Outcomes Assessment Plan.

Comments:

Division Chair Signature

_____ Date:

Assessment Committee Chair Signature

_____ Date:

Vice President of Academic Affairs Signature

_____ Date:

Date Submitted: (or Resubmitted)	01/28/2013 Approved by	Term Submitted:	Spring 2013
Course Number:	CAV 382	# of Sections:	1
Course Name:	Airport Management	# of Students:	13
Division:	Aviation Management	Participating Faculty:	Samuel L. Washington
Form Submitted by:	Samuel L. Washington		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Students will demonstrate knowledge of airport systems and organization	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL	Curriculum will be modified and learning outcomes changed to better measure student learning and understanding.
2	2) Students will name and discuss various components of the airport environment	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL	Curriculum will be modified and learning outcomes changed to better measure student learning and understanding.
3	3) Students will interpret airport administration and finances.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course. 4) Professor.	100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL	Curriculum will be modified and learning outcomes changed to better measure student learning and understanding.
4	4) Students will be able to analyze airport capacity and its effects on operations.	Examination questions	1) 85 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) End of course.	100% of students scored 70 or higher on final exam questions, EXCEEDS ASSESSMENT GOAL	Curriculum will be modified and learning outcomes changed to better measure student learning and understanding.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
			4) Professor.		

Attachments of Methods of Assessments: Examination questions
 CAV 382: Course Learning Outcomes Assessment Plan.

Comments:

Division Chair Signature

_____ Date: _____

Assessment Committee Chair Signature

_____ Date: _____

Vice President of Academic Affairs Signature

_____ Date: _____

Date Submitted: (or Resubmitted)	09/01/2012 12/18/2012	Term Submitted:	Fall, 2012
Course Number:	41148 CAV - 352	# of Sections:	1
Course Name:	Commercial Pilot Ground	# of Students:	7
Division:	Commercial Aviation Flight Operations	Participating Faculty:	Brett Oleis
Form Submitted by:	Brett Oleis		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Explain aircraft systems related to High Performance Powerplants, Constant Speed Propellers.	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	2) Explain aircraft systems Constant Speed Propellers.	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded final exam test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	3) Demonstrate an understanding of the Environmental Systems	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded test question on test II, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	4) Demonstrate an understanding of the Retractable Landing Gear.	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded final exam test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	5) Demonstrate an understanding of the Aircraft Performance Charts and Graphs.	Embedded test questions	1. 75% of students will pass the assessment with a 90%. 2. Students. 3. End of Course. 4. Professor.	Embedded test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	6) Demonstrate an understanding of the Emergency Procedures	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	7) Demonstrate an understanding of the Commercial Maneuvers.	Oral Assessment.	1. 75% of students will pass the assessment with a 90%. 2. Students. 3. End of Course. 4. Professor.	Was unsuccessful. 75% of the class was unsuccessful at scoring a 90% on the embedded test question.	Will need to spend more time on this are. May be a good idea to introduce the information earlier in the semester as it is the last chapter to be covered.

Comments:

Division Chair Signature

_____ Date:

Assessment Committee Chair Signature

_____ Date:

Vice President of Academic Affairs Signature

_____ Date:

Date Submitted: (or Resubmitted)	05/06/2013	Term Submitted:	Spring 2013
Course Number:	CAV 352	# of Sections:	1
Course Name:	Commercial Pilot Ground	# of Students:	2
Division:	Commercial Aviation	Participating Faculty:	Larry Rayburn
Form Submitted by:	Larry Rayburn		

Course Description:

This course covers the procedures, operations, and regulations necessary to prepare the student for the FAA Commercial Pilot Airplane written examination.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	Students will be able to recognize differences in complex and high performance airplanes	Short answer written test	1) 75 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) Completion of unit. 4) Instructor.	Learning outcome was met with 100% success.	Have a class meeting or two at the airport incorporating a preflight and systems review using the C206 and DA42.
2	Students will be able to interpret weight/balance charts, takeoff distance charts, and landing distance charts. Students will also be able to analyze the effects of load on aerodynamic stability	Written test using advanced calculations involving performance charts	1) 75 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) Completion of unit. 4) Instructor.	Learning outcome was met with 100% success.	Put more emphasis on calculations using the takeoff, landing, and cruise performance charts.
3	Students will be able to assess the following aeronautical decision making tools: DECIDE model, I'M SAFE checklist, 3P model	Scenario based written exam requiring critical thinking	1) 75 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) Completion of unit. 4) Instructor.	Learning outcome was met with 100% success.	Incorporate the use of www.faa.gov and its aeronautical decision making courses into the syllabus.
4	Students will be able to interpret applicable FAR's pertinent to commercial pilot operations and discuss the required commercial maneuvers and PTS	Comprehensive final testing this unit and the previous 3	1) 75 percent of students taking the course will complete the examination question(s) with a 70 percent or higher. 2) Students. 3) Completion of unit.	Learning outcome was met with 100% success.	Have the students do a presentation using visual aids to describe the required flight maneuvers for the commercial pilot check ride.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
			4) Instructor.		

Comments:

Division Chair Signature

_____ Date: _____

Assessment Committee Chair Signature

_____ Date: _____

Vice President of Academic Affairs Signature

_____ Date: _____

Date Submitted: (or Resubmitted)	09/01/2012 12/18/2012	Term Submitted:	Fall, 2012
Course Number:	41148 CAV - 352	# of Sections:	1
Course Name:	Commercial Pilot Ground	# of Students:	7
Division:	Commercial Aviation Flight Operations	Participating Faculty:	Brett Oleis
Form Submitted by:	Brett Oleis		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry: the airlines, aircraft manufacturing, airport management, air traffic control, and military aviation.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Explain aircraft systems related to High Performance Powerplants, Constant Speed Propellers.	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	2) Explain aircraft systems Constant Speed Propellers.	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded final exam test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	3) Demonstrate an understanding of the Environmental Systems	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded test question on test II, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	4) Demonstrate an understanding of the Retractable Landing Gear.	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded final exam test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	5) Demonstrate an understanding of the Aircraft Performance Charts and Graphs.	Embedded test questions	1. 75% of students will pass the assessment with a 90%. 2. Students. 3. End of Course. 4. Professor.	Embedded test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	6) Demonstrate an understanding of the Emergency Procedures	Embedded test questions	1) 80% of students taking the course will identify the components on a test with a 70% or higher. 2) Students. 3) End of course. 4) Professor.	Embedded test question, revealed that 80+% of the class understood and mastered the material.	Continue as presently going
1	7) Demonstrate an understanding of the Commercial Maneuvers.	Oral Assessment.	1. 75% of students will pass the assessment with a 90%. 2. Students. 3. End of Course. 4. Professor.	Was unsuccessful. 75% of the class was unsuccessful at scoring a 90% on the embedded test question.	Will need to spend more time on this are. May be a good idea to introduce the information earlier in the semester as it is the last chapter to be covered.

Comments:

Division Chair Signature

_____ Date:

Assessment Committee Chair Signature

_____ Date:

Vice President of Academic Affairs Signature

_____ Date:

Date Submitted: (or Resubmitted)	4/11/13	Term Submitted:	Fall 2012
Course Number:	CAV 650	# of Sections:	1
Course Name:	Fixed Base Operations	# of Students:	26
Department:	Commercial Aviation	Participating Faculty:	C. Daniel Prather
Form Submitted by:	C. Daniel Prather		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry by allowing them to develop a deeper understanding of the nature of FBOs, and focus on the operation, marketing, and management of FBOs.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Articulate the role of the fixed base operator in the aviation system.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course. 4) Professor.	95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions.	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	2) Understand pertinent management concepts applicable to the field of FBO management.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course. 4) Professor.	95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	3) Recognize successful marketing strategies and discuss the most effective manner in which to market the services of an FBO.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course. 4) Professor.	95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions	. Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	4) Acquire a working knowledge of financial concepts appropriate to the FBO business.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students.	95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
			3) End of course. 4) Professor.		line discussions and chapter review questions.
1	5) Apply effective human resource skills to the management of FBO employees.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course. 4) Professor.	95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	6) Discuss the organization of a typical FBO, including administration and operations.	Chapter review questions, discussion, final exam, FBO paper.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions & 90% of students will adequately complete the assigned FBO paper. 2) Students. 3) End of course. 4) Professor.	95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	7) Share with others why proper maintenance, safety, and security are necessary to the FBO manager.	Chapter review questions, discussion, final exam, FBO paper.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions 90% of students will adequately complete the assigned FBO paper. 2) Students. 3) End of course. 4) Professor.	95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	8) Apply the various managerial concepts learned in class to solving real-world issues and problems encountered by FBO managers.	Chapter review questions, discussion, final exam, FBO paper.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions 90% of students will adequately complete the assigned FBO paper. 2) Students. 3) End of course. 4) Professor.	95% of students fully participated in 15 weeks of on-line discussions and 89% of students answered all chapter review questions	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.

Attachments of Methods of Assessments:

Comments:

Faculty Signature

C. Daniel Prather

Date: 4/11/13

Department Chair Signature

Date:

Date Submitted: (or Resubmitted)	4/11/13	Term Submitted:	Fall 2012
Course Number:	CAV 610	# of Sections:	1
Course Name:	Advanced Human Factors	# of Students:	21
Department:	Commercial Aviation	Participating Faculty:	C. Daniel Prather
Form Submitted by:	C. Daniel Prather		

Unit Goals: Please list below each appropriate unit goal with corresponding number. In the matrix, refer to the unit goal by number only.

- To prepare students for a variety of opportunities in the aviation industry by allowing them to develop a deeper understanding of the many factors affecting aviation safety, including the complex interactions that occur between members of the flight crew.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
1	1) Develop a thorough knowledge of human factors.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course. 4) Professor.	91% of students fully participated in 15 weeks of on-line discussions and 91% of students answered all chapter review questions.	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	2) Analyze an aircraft accident and the role human factors played in the accident.	Aircraft Accident Analysis Paper	1) 90% of students will fully develop an analysis of their assigned aircraft accident. 2) Students. 3) End of course. 4) Professor.	91% of students fully participated in 15 weeks of on-line discussions and 91% of students answered all chapter review questions.	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	3) Understand the need for a systems approach to aviation safety..	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course. 4) Professor.	91% of students fully participated in 15 weeks of on-line discussions and 91% of students answered all chapter review questions.	. Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	4) Understand the role of airlines, manufacturers, and governmental agencies in improving aviation safety.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course.	91% of students fully participated in 15 weeks of on-line discussions and 91% of students answered all chapter review questions.	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.

Unit Goals	Expected Learning Outcome	Method of Assessment	Assessment Criteria, Standards, and Procedures *(4 parts)	Learning Outcome Assessment Results	Improvement Statement based on Learning Outcome Assessment Results "Use of Results"
			4) Professor.		
1	5) Discuss the best practices in use today to enhance aviation safety.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course. 4) Professor.	91% of students fully participated in 15 weeks of on-line discussions and 91% of students answered all chapter review questions..	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.
1	6) Discuss aviation safety and the inherent challenges on a worldwide scale.	Chapter review questions, discussion, final exam.	1) 100% of students will participate in on-line discussion and completely answer all chapter review questions. 2) Students. 3) End of course. 4) Professor.	91% of students fully participated in 15 weeks of on-line discussions and 91% of students answered all chapter review questions.	Students are penalized 5 points off their final course grade if they do not complete 50% of course requirements (including discussions and chapter review questions) prior to mid-term. This will be made more clear in the future to encourage full participation in on-line discussions and chapter review questions.

Attachments of Methods of Assessments:

Comments:

Faculty Signature

C. Daniel Prather

Date: 4/11/13

Department Chair Signature

Date: