DEPARTMENT OF COMMERCIAL AVIATION
COMMERCIAL AVIATION DEPARTMENT: ANNUAL REPORT
for the Calendar Year 1999
and Budget Request 2001

Unit Title: Commercial Aviation     College: Business
Unit Administrator: Thomas N. Sledge

II. Data and information for department:

Mission Statement: To provide for the educational preparation of our students for professional flight and non-flight positions in the airline/aerospace industry.

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- Undergraduate credit hour production increased by 18 percent over the previous year.
- The number of flights and flight hours increased 34 and 29 percent respectfully.
- Enrollment in graduate online courses continues to grow.
- Articulation agreements have been signed with Hinds Community College and Gulf Coast Community College. Hinds began offering courses at their Raymond campus during the Fall 1999 semester. Gulf Coast plans to start classes in the Fall of 2000. Northwest Community College also hopes to begin classes in the Fall 2000 semester. The Community Colleges are offering 100 and 200 level aviation courses. Students will then transfer to Delta State
University to complete their flight training.
- CAV News, the departmental newsletter is being published twice a year. The newsletter is mailed to over seven hundred alumni and parents of students.

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III. Personnel

Noteworthy activities and accomplishments
- Mr. Gary Hemphill was reappointed as Executive Director of the National Intercollegiate Flying Association.
- Three of the five faculty continued work on their doctoral studies.
- Mr. Gary Hemphill, and Mr. Tommy Sledge conducted career programs for public schools throughout Mississippi.
- William Bell, and Tommy Sledge attended Alumni meetings in Oxford, Jackson, Memphis, Greenwood, Clarksdale, Grenada, Gulfport, Greenville, and Dallas, TX.
- Mr. Tommy Sledge gave programs on the CAV department to Civic Clubs in Tupelo, Cleveland, and Kosciusko.
New Positions requested with justification
- Aircraft Mechanic
  Airframe & Powerplant Mechanic - A second mechanic is needed on a part-time basis as a minimum to assist our present mechanic. The workload has increased such that our present mechanic needs assistance at peak times. The option is to hire a full-time mechanic or hire an outside mechanic on an hourly basis as needed.

Recommended change of status (promotion/tenure/change in responsibilities)
None

IV. Degree Program Addition/Deletions and/or Major Curriculum Changes
None

V. Division/Department Goals for 1999

A. Commercial Aviation

A. Unit Goal 1:
- Purchase a new overhead projector for classroom 129. This will allow faculty to do powerpoint presentations in the classroom, improving the quality of instruction.

B. Institutional Goal which was supported by this goal:
- Optimize the effective use of technology in support of the education process

C. Expected Results:
- Allocation of funds in account 78290.

D. Evaluation Procedure(s):
- Analysis of the Department Budget.

E. Actual Results of Evaluation:
- No additional funds were allocated.

F. Use of Evaluation Results:
- A new projector has not been purchased, this goal will be continued for next year.

A. Unit Goal 2:
- Increase the postage account to cover rate increases and additional mailings to prospective students.
B. **Institutional Goal which was supported by this goal:**
   - Attract and retain qualified and diverse students, faculty, and staff.

C. **Expected Results:**
   - Allocation of funds in account 75210.

D. **Evaluation Procedure(s):**
   - Analysis of the department budget.

E. **Actual Results of Evaluation:**
   - A $200.00 increase was given.

F. **Use of Evaluation Results:**
   - Additional mailing were sent to prospective students which has led to an increase in enrollment. This goal will be continued for next year.

A. **Unit Goal 3:**
   Increase travel funds to allow faculty to broaden our recruiting

B. **Institutional Goal which was supported by this goal:**
   - Attract and retain qualified and diverse students, faculty, and staff.

C. **Expected Results:**
   - Allocation of funds to account 77400.

D. **Evaluation Procedures:**
   - Analysis of the department budget

E. **Actual Results of Evaluation:**
   - A $200.00 increase was given.

F. **Use of Evaluation Results:**
   - Faculty made additional recruiting trips to high schools, civic clubs, and community colleges. This resulted in an increase in enrollment in the program. The goal will be continued next year.

**B. Flight Operations**

A. **Unit Goal # 1:**
   - Hire an additional A & P Mechanic at the airport.
B. **Institutional Goal which was supported by this goal:**
   - Provide administrative services and auxiliary enterprises (student housing, bookstore, food services, etc.) which are effective and efficient in the support of the institutional mission.

C. **Expected Results:**
   - Allocation of funds to account 61660.

D. **Evaluation Procedures:**
   - Analysis of the department budget.

E. **Actual Results of Evaluation:**
   - No additional funds were allocated.

F. **Use of Evaluation Results:**
   - An additional mechanic was not hired. This goal will be continued into next year.

A. **Unit Goal 2:**
   Provide for a data transmission line direct from the airport to the campus to improve the efficiency of our accounting procedures.

B. **Institutional Goal which was supported by this goal:**
   - Provide the resources, facilities, and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community.

C. **Expected Results:**
   - Allocation of funds to account 75220.

D. **Evaluation Procedures:**
   - Analysis of the Department Budget

E. **Actual Results of Evaluation:**
   - No additional funds were allocated.

F. **Use of Evaluation Results:**
   - A data line was not installed. This goal will be continued for next year.

A. **Unit Goal 3:**
   - Install a new telephone system at the airport.
B. Institutional Goal which was supported by this goal:
- Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community.

C. Expected Results:
- Allocation of funds to account 75240.

D. Evaluation Procedure:
- Analysis of the Department budget.

E. Actual Results of Evaluation:
- No additional funds were allocated.

F. Use of Evaluation Results:
- No new telephone equipment was purchased. This goal will be continued for next year.

A. Unit Goal 4:
- Buy a new copy machine for the airport.

B. Institutional Goal which was supported by this goal:
- Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community.

C. Expected Results:
- Allocation of funds to account 78290

D. Evaluation Procedures:
- Analysis of the Department budget.

E. Actual Results of Evaluation:
- Funds were allocated to purchase a new copy machine.

F. Use of Evaluation Results:
A new copy machine for the airport was purchased. This has allowed the staff to serve students more efficiently.
VI. Student Outcomes

Major: Flight Operations Degree: B.C.A.

A. Student Outcome 1:
   - Each graduate will be able to demonstrate the knowledge and skill associated with being a holder of a Commercial Pilot's license.

B. Expected Results:
   - 80 percent of the students who take the Federal Aviation Administration Commercial Pilot Practical Test will pass the test on the first attempt.

C. Evaluation Procedures:
   - Review of results of the FAA Commercial Pilot Practical Test.

D. Actual Results of Evaluation:
   - Review of the results of the FAA Commercial Pilot Practical Tests taken by our students show that 95 percent of the students passed on the first attempt.

   Date of most recent evaluation? January, 2000

E. Use of Evaluation Results:
   - No changes necessary. This current goal will be continued for next year.
Major: Flight Operations  Degree: B.C.A.

A. Student Outcome 2:
   - Through oral presentations each graduate will be able to demonstrate knowledge of the fundamentals of instruction.

B. Expected Results:
   - 80 percent of the graduates will make a grade of B or higher in the senior capstone course, “Flight Instructor Ground & Flight”.

C. Evaluation Procedures:
   - Analysis of the grade distribution in the senior capstone course, “Flight Instructor Ground & Flight”.

D. Actual Results of Evaluation:
   - Analysis of the grade distribution revealed that 100 percent of the students who completed the course earned a grade of “B” or better in the course. Ten additional students received an “IP” grade due to scheduling problems with their flight training or the lack of training aircraft and were not considered in the pass rate.

   Date of most recent evaluation: January, 2000

E. Use of Evaluation Results:
   - Results are inconclusive at this time due to the number of “I” grades issued.
   - The problem of scheduling flight training is being reviewed by the flight instruction staff. This goal will be continued for next year.
Major: Flight Operations  Degree: B.C.A.

A. Student Outcome 3:
   - Each graduate will be able to demonstrate the knowledge and skill associated with being a holder of a Federal Aviation Administration Flight Instructor Certificate.

B. Expected Results:
   - 80 percent of the students who take the Federal Aviation Administration Flight Instructor Practical Test will pass the Test on the first attempt.

C. Evaluation Procedures:
   - Review of the FAA Flight Instructor Practical Test results.

D. Actual Results of Evaluation:
   - Review of the results from the FAA written exams, showed that 90 percent of our students who took the FAA Flight Instructor Practical Test passed the test on the first attempt.

   Date of most recent evaluation: January, 2000

E. Use of Evaluation Results:
   - No change necessary. This goal will be continued for next year.
Major: Aviation Management  
Degree: B.C.A.

A. Student Outcome 1:  
- Through class participation and written examination, each graduate will be able to demonstrate knowledge of the operation of Fixed Base Operations and the role they play in the aviation industry.

B. Expected Results:  
- 70 percent of the students who complete the course will make a grade of "B" or higher in the senior course, "Aviation Management".

C. Evaluation Procedures:  
- Analysis of the grade distribution in the senior course, "Aviation Management".

D. Actual Results of Evaluation:  
- Analysis of the grade distribution revealed that 100 percent of the graduates earned a grade of "B" or better in the senior course.

Date of most recent evaluation: March, 2000.

E. Use of Evaluation Results:  
- No changes necessary. This goal will be continued for next year.
Major: Aviation Management  Degree: B.C.A.

A. Student Outcome 2:
   - Through class participation and written examination, each graduate will be able to
demonstrate an understanding of the skills, knowledge, and attitudes that affect airport
management.

B. Expected Results:
   - 70 percent of the students who complete the course will make a grade of “B” or higher in
the senior course, “Airport Management”.

C. Evaluation Procedures:
   - Analysis of the grade distribution in the senior course, “Airport Management”.

D. Actual Results of Evaluation:
   - Analysis of the grade distribution revealed that 100 percent of the graduates earned a
grade of “B” or better in the senior course.

   Date of most recent evaluation: March, 2000.

E. Use of Evaluation Results:
   - No changes necessary. This goal will be continued for next year.
Major: Aviation Management Degree: B.C.A.

A. Student Outcome 3:
   - Through class participation and written examination, each graduate will be able to
demonstrate knowledge of the characteristics, scope, and economic significance of the
aerospace industry.

B. Expected Results:
   - 70 percent of the students who complete the course will make a grade of “B” or higher in
the senior course, “Air Transportation”.

C. Evaluation Procedures:
   - Analysis of the grade distribution in the senior course, “Air Transportation”.

D. Actual Results of Evaluation:
   - Analysis of the grade distribution revealed that 90 percent of the graduates earned a
grade of “B” or better in the senior course.

Date of the most recent evaluation: March, 2000.

E. Use of Evaluation Results:
   - No changes required.
   This goal will be continued for next year.
Summary

1. Enrollment is growing, both in the undergraduate and especially in the graduate program. Credit hour production and flying hour production have seen significant increases of 18 and 29 percent respectfully. Hinds Community College began offering 100 and 200 level aviation courses in the Fall of 1999. Students completing the program at Hinds should begin arriving at DSU in the Fall of 2001. Gulf Coast Community College and Northwest Community College plan to begin aviation classes in the Fall of 2000.

2. Airline hiring remains strong, with American Airlines hiring 72 pilots a month for the next year. Many of the new hires going to the major airlines are coming from commuter airlines. The commuters are hiring instructors with relatively low time. DSU has been successful in placing many of our part time instructors with the regional airlines.

3. DSU’s aircraft maintenance program was visited by the FAA four times in 1999. The program was rated as outstanding on each visit.

4. Six out of six student outcomes were met. The number of students receiving incompletes in flying courses has increased as the increased flying has created backlogs in required maintenance. This problem can be solved with the hiring of another A&P mechanic.

5. DSU students and pilots in the local area benefitted from the ease and convenience of taking FAA written exams using the CAV Department’s computerized Testing Center.
Commercial Aviation

Justification:

1.  75210 (postage) Increase the postage account to cover rate increases and additional mailings to prospective students.

   **Institutional Goal:** Recruit students who can meet performance standards and contribute to the academic excellence of the university.

2.  77400 (travel) Increase travel funds to allow faculty to broaden our recruiting base.

   **Institutional Goal:** Recruit students who can meet performance standards and contribute to the academic excellence of the university.
Flight Instruction

Justification:

1. 61660 (skilled crafts) Hire an additional A&P Mechanic at the airport. As flying has increased the number of required inspections has increased, resulting in backlogs for maintenance. An additional A&P mechanic would decrease the time planes are down for maintenance and increase their availability for training flights. $33,868.00

   **Institutional Goal:** Provide the resources and assistance to support the disciplines, including modern instructional equipment, a strong library, and media center, computer facilities, and other services required for instruction, research, and public service.

2. 75220 (telephone local service) Provide for a data transmission line direct from the airport to the campus to improve the efficiency of our accounting procedures. $1200.00

   **Institutional Goal:** Provide the resources and assistance to support the disciplines, including modern instructional equipment, a strong library, and media center, computer facilities, and other services required for instruction, research, and public service.
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**PROGRAM TOTAL:**
- **Total Revenue**: 0.00
- **Total Labor**: 466,681.00
- **Total Expense**: 18,631.00
- **Total Transfers**: 0.00
- **Total Net**: -485,312.00
### Delta State University ***
Unit Budget Plan
FY 2001 Budget
AS OF 07-MAR-2000

**ORGANIZATION:** 0417  Commercial Aviation

**FUND:** 10  Unrestricted General Fund

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**Delta State University**

**Unit Budget Plan**

**FY 2001 Budget**

**As Of 37-MAR-2000**

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**FUND:** 108101 Commercial Aviation Flight Instruct

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** Delta State University **

Unit Budget Plan

FY 2001 Budget

As of 07-Mar-2000

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<th>Phase 1: Adjusted Budget</th>
<th>Phase 2: Change</th>
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**Justification:**
ORGANIZATION: 0417 Commercial Aviation  
FUND: 108101 Commercial Aviation Flight Instruct  

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<th>PHASE 2: CHANG</th>
<th>PHASE 3: APROVD</th>
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| FUND TOTAL:    |            |                   |                |                 |          |
| Total Revenue  | 302,534.00 | 302,534.00        | .00            | .00             |          |
| Total Labor    | 217,731.00 | 225,350.00        | .00            | .00             |          |
| Total Expense  | 117,627.00 | 117,627.00        | .00            | .00             |          |
| Total Transfers| .00        | .00               | .00            | .00             |          |
| Total Net      | -32,824.00 | -40,443.00        | .00            | .00             |          |

| ORGANIZATION TOTAL: |            |                   |                |                 |          |
| Total Revenue      | 302,534.00 | 302,534.00        | .00            | .00             |          |
| Total Labor        | 684,412.00 | 680,043.00        | .00            | .00             |          |
| Total Expense      | 136,258.00 | 136,658.00        | .00            | .00             |          |
| Total Transfers    | .00        | .00               | .00            | .00             |          |
| Total Net          | -518,136.00| -514,167.00       | .00            | .00             |          |