MERCER COUNTY COMMUNITY COLLEGE AVIATION DEPARTMENT

CONTINUOUS ASSESSMENT PLAN

The mission of the MCCC Aviation Flight Technology Program is to produce well educated and informed students who are prepared to successfully transfer to a baccalaureate institution or to continue preparation for a flight career using the knowledge and skill base acquired in their courses at Mercer.

Assessment Overview

This assessment plan was developed and maintained by the faculty and staff of the Mercer County Community College's Aviation Department with the Office of Institutional Effectiveness. This plan was implemented to ensure students who are registered in the Aviation Program attain the program objectives and are prepared to transfer to a four-year institution and enter the professional field of Aviation.

The Aviation Department developed this plan to comply with Middle State Commission on Higher Education, the Aviation Accreditation Board International (AABI), and Mercer County Community College assessment requirements.

STUDENT GOALS	AABI Reference	Assessment Method
retain quality students with both academic achievement and professional success	AABI 201: 2.1	See AFT matrix
Offer students valuable opportunities for personal and professional development beyond traditional classroom settings	AABI 201: 2.1	See AFT matrix

Student Goals Assessment Matrix (AFT)					
POTENTIAL MEANS OF ASSESSMENT		**GOALS**		**TIMELINE**	
		Goal 1: Retain quality students with both academic achievement and professional success	**Goal 2:**Offer students valuable opportunities for personal and professional development beyond traditional classroom settings	Data collection	Data evaluation
1	Flight progress review records	X		Summer Semester	Fall Semester
2	Evaluation flight checks	X		Summer Semester	Fall Semester
3	Internship enrollment records		X	Summer Semester	Fall Semester
4	End of program survey	X		Summer Semester	Fall Semester
5	student retention rates and data	X		Summer Semester	Fall Semester

PROGRAM EDUCATIONAL GOALS AND STUDENT OBJECTIVES		AABI Reference
Three Program Educational Goals have been established to support the aviation program mission and in accordance to AABI Criteria 2.2. In addition, within each Program Educational Goal, several related Student Learning Objectives (SLO) have been established in accordance to AABI Criteria 2.3, as well as AABI Criteria 2.4. The reference in parenthesis at the end of each SLO indicates whether the objective refers to an AABI General Outcome (GO), Aviation Core Outcome (ACO).		
GOAL 1.	**PROFESSIONAL EXPERTISE**	AABI 201: 2.2
SLO 1A	apply mathematics to aviation-related disciplines	2.3.1 a
SLO 1B	identify, formulate, and solve applied aviation problems	2.3.1 b
SLO 1C	work effectively on multi-disciplinary and diverse teams	2.3.1 c
SLO 1D	make professional and ethical decisions	2.3.1 d
SLO 1E	communicate effectively, using written communication skills	2.3.1 e
SLO 1F	communicate effectively, using oral communication skills	2.3.1 f
SLO 1G	engage in and recognize the need for life-long learning	2.3.1 g
SLO 1H	Apply knowledge of aircraft design, performance, operating characteristics, and maintenance	2.3.2
SLO 1I	Describe the professional attributes, requirements or certifications, and planning applicable to aviation careers	2.3.2
GOAL 2.	**REGULATORY COMPLIANCE**	AABI 201: 2.2
SLO 2A	Describe the professional attributes, requirements or certifications,and planning applicable to aviation careers	
SLO 2B	Demonstrate knowledge of aviation regulations (AABI ACO)	
GOAL 3.	**CRITICAL THINKING**	AABI 201: 2.2
SLO 3A	Apply pertinent knowledge in identifying and solving problems (AABI GO)	2.3.1
SLO 3B	Demonstrate knowledge and skills related to aviation safety and human factors (AABI ACO)	2.3.1
SLO 3C	Use written communication skills to communicate effectively (AABI GO)	2.3.1
SLO 3D	Use oral communication skills to communicate effectively (AABI GO)	2.3.1
SLO 3E	Recognize the need for, and engage in life-long learning (AABI GO)	2.3.1

SLO 3F	Assess contemporary issues (AABI GO)	2.3.1

Assessment Matrix for Aviation Flight Technology Program

#	Program Goals	#	Student Learning Objective	AVI101	AVI102	AVI105	AVI111	AVI112	AVI113	AVI114	AVI131	AVI132	AVI203	AVI208	AVI215	AVI231	AVI240	AVI241	AVI217	Assessment Method	Performance Goals/ Criterion
1	Professional Expertise : Graduates will possess the requisite knowledge and skills necessary to make an immediate positive impact for their employer as well as act with the highest standards of professionalism evidenced by their ethical character and integrity.	1A	Apply mathematics, science, and applied sciences to aviation-related disciplines (AABI GO)		T1			T	T	T	T	T	T	A	A	T	T	T	T	End-of-course stage check/FAA checkride	80% students will pass standardize test. In order to pass, students must satisfactorily complete all tasks on first attempt
		1B	Analyze and interpret data (AABI GO)	T	T			T	T	T	T	T	T	A	A	T	T	T	T	End-of-course stage check/FAA checkride	80% students will pass standardize test. In order to pass, students must satisfactorily complete all tasks on first attempt
		1C	Use the techniques, skills, and modern technology necessary for professional practice (AABI GO)		T			T	T	T	T	T	T	A	A	T	T	T	T	End-of-course stage check/FAA checkride	80% students will pass standardize test. In order to pass, students must satisfactorily complete all tasks on first attempt
		1D	Work effectively on multi- disciplinary and diverse teams (AABI GO)	T	A2			T												Airline Transportation Final Project	On average, students will score 80% or better in the paper or presentation or Final Exam
		1E	Make professional and ethical decisions (AABI GO)	T	T		T	T	T	T	T	T	T	A	A			T		End-of-course stage check/FAA checkride	80% students will pass standardize test. In order to pass, students must satisfactorily complete all tasks on first attempt
		1F	Display the attributes of an aviation professional, carry out career planning and demonstrate knowledge of certification (AABI ACO)	T	T			T	T	T	T	T	T	A	A	T		T	T	End-of-course stage check/FAA checkride	80% students will pass standardize test. In order to pass, students must satisfactorily complete all tasks on first attempt
		1G	Apply knowledge of aircraft design, performance, operating characteristics, and maintenance (AABI ACO)		T				T	T	T	T	T	A	A	T		T	T	End-of-course stage check/FAA checkride	80% students will pass standardize test. In order to pass, students must satisfactorily complete all tasks on first attempt
		1H	Demonstrate knowledge of airport, airspace, and air traffic control operations (AABI ACO)		T	T		T	T	T	T	T	T	A	A	T			T	End-of-course stage check/FAA checkride	80% students will pass standardize test. In order to pass, students must satisfactorily complete all tasks on first attempt
		1I	Apply knowledge of meteorology at a level commensurate with their position (AABI ACO)		T			T	T	T	T	T	T	A	A	T	T		T	End-of-course stage check/FAA checkride	80% students will pass standardize test. In order to pass, students must satisfactorily complete all tasks on first attempt
2	Regulatory Compliance: Graduates will be able to assess the role and impact of regulatory compliance in the conduct of global aviation commerce.	2A	Describe the professional attributes, requirements or certifications,and planning applicable to aviation careers	T	T		A													Final Exam	On average, students will score 80% or better in the Final Exam
		2B	Demonstrate knowledge of aviation regulations (AABI ACO)		T	T	A	T	T	T	T	T	T	T	T	T	T		T	Final Exam	On average, students will score 80% or better in the Final Exam
3	Critical Thinking: Graduates will demonstrate the planning, decision making, workload management, and communication skills necessary to engage in effective critical thinking	3A	Apply pertinent knowledge in identifying and solving problems (AABI GO)	T	T			A	T	T	T	T	T	T	T	T	T	T	T	Research Paper/ Oral Presentation/	On average, students will score 80% or better in the paper or presentation or Final Exam
		3B	Demonstrate knowledge and skills related to aviation safety and human factors (AABI ACO)		T	T		A	T	T	T	T	T	T	T	T	T	T	T	Research Paper/ Oral Presentation/	On average, students will score 80% or better in the paper or presentation or Final Exam
		3C	Use written communication skills to communicate effectively (AABI GO)	T	T			A												Research Paper/ Oral Presentation/	On average, students will score 80% or better in the paper or presentation or Final Exam
		3D	Use oral communication skills to communicate effectively (AABI GO)	T	T			A	T	T	T	T	T	T	T			T		Research Paper/ Oral Presentation/ Final Exam	On average, students will score 80% or better in the paper or presentation or Final Exam
		3E	Recognize the need for, and engage in life-long learning (AABI GO)		T			A		T	T	T	T	T	T					Research Paper/ Oral Presentation/ Final Exam	On average, students will score 80% or better in the paper or presentation or Final Exam
		3F	Assess contemporary issues (AABI GO)	T	T	T	T	A	T	T	T	T	T	T	T	T	T	T	T	Research Paper/ Oral Presentation/ Final Exam	On average, students will score 80% or better in the paper or presentation or Final Exam

1 A "T" in a column denotes that desired learning outcome and associated goal are TAUGHT in this class.

2 An "A" in a column indicates that the desired learning outcome and associated goal are ASSESSED in this class as part of the PROGRAM ASSESSMENT PLAN.

CURRICULUM GOALS		AABI Reference	Assessment Method	
1.	Review AFT curriculum annually to ensure relevance to the current state of the aviation industry	AABI 201: 2.4	Matrix below	
2.	Review College Core curriculum to ensure mathematics, science and general components are consistent with desired outcomes	AABI 201: 2.4	Matrix below	

Curriculum Assessment Matrix

POTENTIAL MEANS OF ASSESSMENT		GOALS		TIMELINE	
		Goal 1: Review AFT curriculum annually to ensure relevance to the current state of the aviation industry	**Goal 2**:Review College Core curriculum to ensure mathematics, science and general components are consistent with desired outcomes	Data collection	Data evaluation
1	faculty meetings concerning curriculum	X	X	periodically	End of Spring Semester
2	Aviation Industry Advisory Committee input	X	X	Once a year	End of Spring Semester

	FACULTY AND STAFF GOALS	AABI Reference	Assessment Method
1.	Hire and retain a sufficient number of academically and professionally qualified faculty and staff	AABI 201: 2.5	See Faculty and Staff Matrix
2.	All Faculty engage with students as educators, advisors and mentors	AABI 201: 2.5	See Faculty and Staff Matrix
3.	All faculty utilize opportunities for professional development	AABI 201: 2.5	See Faculty and Staff Matrix
4	All faculty meet expectations for teaching excellence	AABI 201: 2.5	See Faculty and Staff Matrix
5	All Faculty meet expectations to provide opportunities for promotion and tenure	AABI 201: 2.5	See Faculty and Staff Matrix

Faculty and Staff Assessment Matrix (AFT)									
POTENTIAL MEANS OF ASSESSMENT		**GOALS**					**TIMELINE**		
		Goal 1: Hire and retain a sufficient number of academically and professionally qualified faculty and staff	**Goal 2: All Faculty engage with students as educators, advisors and mentors**	**Goal 3: All faculty utilize opportunities for professional development**	**Goal 4: All faculty meet expectations for teaching excellence**	**Goal 5: All Faculty meet expectations to provide opportunities for promotion and tenure**	Data collection	Data evaluation	
1	Faculty self evaluation forms		X		X	X	When submitted	End Spring Semester	
2	Aviation faculty staff meetings	X	X		X		Quarterly	End Spring Semester	
3	Position searches	X					When conducted	End Spring Semester	
4	Funds for professional development given to faculty and staff			X			Submitted Fall Semester	End Spring Semester	

FACILITIES AND RESOURCES GOALS		AABI Reference	Assessment Method	
1.	Provide adequate classroom, laboratory, and equipment adequate to accomplish the program goals and provide an atmosphere condusive of learning	AABI 201: 2.6	See Matrix below	
2.	Provide modern and state-of-the art aviation training equipment, software, and materials	AABI 201: 2.6	See Matrix below	

Facilities and Resources Assessment Matrix

POTENTIAL MEANS OF ASSESSMENT		GOALS		TIMELINE	
		Goal 1: Provide adequate classroom, laboratory, and equipment adequate to accomplish the program goals and provide an atmosphere condusive of learning	**Goal 2:** Provide modern and state-of-the art aviation training equipment, software, and materials	Data Collection	Data Evaluation
1	Student evaluation of AVI Courses	X	X	Once a year	End of Spring Semester
2	Student flight training surveys	X	X	Once a year	End of Spring Semester
3	Flight out-processing surveys	X	X	At completion/ termination	End of Spring Semester

	INSTITUTIONAL SUPPORT GOALS	AABI Reference	Assessment Method
1.	Establish and maintain an institutional structure, provide adequate support, allocate sufficient financial resources, and cultivate constructive leadership to ensure the quality and continuity of the associate degree program in aviation	AABI 201: 2.7	See Institutional Matrix
2.	Ensure that resources are sufficient to attract, retain, and support the continued professional development of a well-qualified faculty	AABI 201: 2.7	See Institutional Matrix
3.	Ensure that resources are sufficient to acquire, maintain, and operate facilities and equipment appropriate for the program	AABI 201: 2.7	See Institutional Matrix
4.	ensure that support personnel and institutional services are adequate to meet the needs of the program	AABI 201: 2.7	See Institutional Matrix

Institutional Support Assessment Matrix (AFT)

	POTENTIAL MEANS OF ASSESSMENT	GOALS				Timeline	
		Goal 1: Establish and maintain an institutional structure, provide adequate support, allocate sufficient financial resources, and cultivate constructive leadership to ensure the quality and continuity of the associate degree program in aviation	**Goal 2:**Ensure that resources are sufficient to attract, retain, and support the continued professional development of a well-qualified faculty	**Goal 3:** Ensure that resources are sufficient to acquire, maintain, and operate facilities and equipment appropriate for the program	**Goal 4:** ensure that support personnel and institutional services are adequate to meet the needs of the program	Data collection	Data evaluation
1	Annual aviation budget	X	X	X		Start Spring Semester	Fall Semester
2	Annual external contributions			X	X	Once a year	End of Spring Semester
3	Capital equipment acquisitions	X		X	X	Summer Semester	Fall Semester
4	Yearly funds for professional developments		X			Submitted Fall term	End of Spring Semester
5	Annual faculty/ salary raises		X			Spring Semester	End of Spring Semester

	PROGRAM SAFETY GOALS	AABI Reference	Assessment Method
1	Provide an aviation safety program that incorporates key components of Safety Management Systems (SMS) appropriate to national regulatory guidance, institution size, and scope	AABI 201: 2.8	See Safety matrix
2	Zero accidents/ Incidents resulting in fatalities or serious injuries.	AABI 201: 2.8	See Safety matrix

Safety Program Assessment Matrix (AFT)					
POTENTIAL MEANS OF ASSESSMENT		**GOALS**		**TIMELINE**	
		Goal 1: Provide an aviation safety program that incorporates key components of Safety Management Systems (SMS) appropriate to national regulatory guidance, institution size, and scope	**Goal 2:**Zero accidents/ Incidents resulting in fatalities or serious injuries.	Data collection	Data evaluation
1	Aviation Safety Action Program Reports	X	X	Summer Semester	Fall Semester
2	Accident/Incident Reports	X	X	Summer Semester	Fall Semester
3	Faculty/Student Participation in safety - related activities	X		Summer Semester	Fall Semester