

Attachment 3
NEW CERTIFICATE PROGRAM

Airport Management Certificate

1) Purpose:

The purpose of this certificate is to prepare students with foundational knowledge necessary for a job or career in airport management. Recognizing that airport management is a discipline unto itself, and recognizing that Kansas currently has 142 public-use airports with no formal training for the professional management of those airports, this certificate seeks to bridge that gap within the state.

2) Requirements:

PPIL 250 Safety and Security of Airport Ground Operations (3)
PPIL 430 Corporate and Business Aviation Management (3)
PPIL 440 Air Carrier Operations (3)
PPIL 445 Aviation Law (3)
PPIL 460 Airport Planning and Management (3)
PPIL 461 Airport Certified Manager (1)

3) Desired outcomes:

The Airport Management Certificate Program prepares students to:

- a. Assume an entry-level management position in airport management.
- b. Understand the complexities and structure of the FAA's National Plan of Integrated Airport Systems and an understanding of the critical role airports play in economic development.
- c. Prepare the students to pass the certified manager (CM) exam administered by the American Association of Airport Executives.

4) Assessment procedures:

- a. Students shall demonstrate satisfactory subject matter mastery by maintaining a GPA of 3.0 for courses within the certificate program.
- b. 80% of students will pass the AAAE CM test with a grade of 80% or better on the first attempt.
- c. Full assessment plan is attached.

5) Estimated budget and staff required:

Budgetary and staff impacts shall be minimal since all but one of the lecture courses are existing courses and part-time faculty are available to teach the remainder.

**Degree Program
 Assessment of Student Learning Plan
 Department of Aviation
 Airport Management
 Kansas State University**

College, Department, and Date

College: Technology and Aviation
 Department: Aviation
 Date: 10 October 2008

Contact Person(s) for the Assessment Plans

Dr. Kurt Barnhart (785) 826-2972

Degree Program

Certificate Program in Airport Management

Assessment of Student Learning Three-Year Plan

1. Student Learning Outcome(s)

a. List (or attach a list) all of the student learning outcomes for the program.

The Airport Management Certificate Program will prepare students to:

1. Assume an entry-level management position in airport management.
2. Understand the complexities and structure of the FAA's National Plan of Integrated Airport Systems (NPIAS) and understand of the critical role airports play in economic development.
3. Pass the certified manager (CM) test administered by the American Association of Airport Executives.

b. Identify outcomes that will be assessed in the first three years of the plan.

Both SLOs will be assessed during the first three years of the program.

Relationship to K-State Student Learning Outcomes (insert the program SLOs and check all that apply):

| Program SLOs | University-wide SLOs (Undergraduate Programs) | | | | | Program SLO is conceptually different from university SLOs |
|--------------|---|-------------------|---------------|-----------|-----------------------------------|--|
| | Knowledge | Critical Thinking | Communication | Diversity | Academic / Professional Integrity | |
| 1. | X | X | X | X | X | No |
| 2. | X | X | X | | | No |
| 3. | X | X | | | X | No |

2. How will the learning outcomes be assessed? What groups will be included in the assessment?

[Briefly describe the assessment tools, measures, or forms of evidence that will be utilized to demonstrate students' accomplishment of the learning outcomes selected in the three-year plan. Also indicate whether each measure is direct or indirect. If you are unsure, then write "Unsure of measurement type". There is an expectation that **half of the assessment methods/measures** will be direct measures of student learning (see **Measures, Rubrics, & Tools for Assessing Student Learning Outcomes** on the APR website for examples of direct and indirect measures).]

| SLO | MEASURES | | WHO IS ASSESSED? |
|--|--|---|---|
| | DIRECT | INDIRECT | |
| Assume Entry-level management position | <ol style="list-style-type: none"> Employer Feedback Score on American Association of Airport Executives (AAAE) Certified Manager (CM) test. | Observation and class participation in PPIL 250, PPIL 430, PPIL 460 and PPIL 461. | <ol style="list-style-type: none"> Students Employers |
| NPIAS role | Cumulative Assessment given upon completion of PPIL 460. | Observation and class participation in PPIL 250, PPIL 430, PPIL 460 and PPIL 461. | Students |
| Pass AAAE CM test | AAAE Exam score | Student feedback | Students |

3. When will these outcomes be assessed? When and in what format will the results of the assessment be discussed?

[Briefly describe the timeframe over which your unit will conduct the assessment of the learning outcomes selected for the three-year plan. For example, provide a layout of the semesters or years (e.g., year 1, year 2, and year 3), list which outcomes will be assessed, and which semester/year the results will be discussed and used to improve student learning (e.g., discussed with faculty, advisory boards, students, etc).]

| SLO | TIMETABLE FOR ASSESSMENT OF SLO | | | CREATION OF BASELINE |
|--|---------------------------------|-----------------------------|-------------------------------------|----------------------|
| | 2009-2010 | 2010-2011 | 2011-2012 | |
| Assume Entry-level management position | PPIL 460 | CM test score | CM test score and employer feedback | After fall of 2012 |
| NPIAS role | PPIL 460 | PPIL 460 and CM test score. | PPIL 460 and CM test score. | After fall of 2012 |
| Pass AAAE CM test | CM test score | CM test score | CM test score | After fall of 2012 |

4. What is the unit's process for using assessment results to improve student learning?

[Briefly describe your process for using assessment data to improve student learning.]

Faculty involved will coordinate and solicit feedback annually from industrial partners and employers following the establishment of a baseline in the fall of 2012. This solicitation will serve as a basis for any needed curriculum additions or deletions.