

# 2017-18 Department Student Success Plan Update

## Aviation Technology Department

Please complete this plan update and submit to your Dean by November 3. Your Dean will offer you feedback by November 17 and advance final version<sup>1</sup> to Academic Affairs by November 21. Previous report and plans can be found at this website: <http://irt2.indstate.edu/cms7/sp16/index.cfm/departments-plans/>.

**Person Primarily Responsible for Preparing this Report:** Harry Minniear

**1. Department goals to facilitate persistence to degree** (include action steps, dates, and person(s) responsible underneath each goal):

1. Audit degree programs to ensure that unavoidable curricular barriers to these programs are recognized, and a plan to assist students to overcome barriers (without lowering academic rigor) is created. Dick Baker and Kara Harris. Spring 2018
2. Offer night and weekend advising sessions to assist students in taking advantage of priority registration. POC Bruce Welch. Dates TBD.
3. Contact students who are eligible to register, but have not. We have done this via email in the past, but plan to contact them via telephone as well. POC is Harry Minniear. Action is taking place as registration for classes begin.
4. Assist in COT academic success programs. Contact and advise students who are at risk as defined by faculty, university reporting (interim grades, attendance, final grades etc.), and intervene with success programming. POC is Harry Minniear. Additional contacts are COT Chairpersons, faculty and staff. Dates are on-going.
5. Develop and implement departmental pre-graduation plan of all seniors who intend to graduate within one year so that deficient requirements can be addressed on a timely basis. COT Dean's office, on-going
6. Utilize the recently developed program specific flowcharts, which depict prerequisites and required major courses in a four-year path to graduation, to assist AVT faculty and staff when advising students. POC is Harry Minniear. Action is taking place as registration for classes begin.
7. Due to decrease in retention rates in AVT we will examine DWF rates in major specific courses and work with University College regarding intrusive advising. POC Harry Minniear and Steve McCaskey. Spring 2018
8. Due to decrease in average credit hour enrolled and earned we will examine DWF rates in major specific courses and consult with faculty advisors and COT professional advisor. POC Harry Minniear and Steve McCaskey. Spring 2018
9. Due to decrease in lower and upper division course completion ratios we will examine DWF rates in lower and upper division major specific courses. POC Harry Minniear and Steve McCaskey. Spring 2018

**2. Department goals to enhance student performance and/or learning outcome achievement<sup>2</sup>** (include action steps, dates, and person(s) responsible for each goal):

1. We are planning on an April 2018 meeting with our Industrial Advisory Board to coincide with our Spring departmental picnic. This will allow our students to interact and network with the board. Contact is Harry Minniear, Spring 2018.
2. Continue to encourage participation and growth of student success in AVT female (Women in Aviation) activities and scholarship opportunities. Accomplished through flight experience, conference attendance, club participation, networking and mentoring through academic and career center programming. POC is Jami Higdon. Action is on-going.
3. Develop a peer recognition program for students who excel academically, engage in leadership activities, or are selected for internships. POC is Jason Brown. Spring 2018
4. Generate interest in the Unmanned Systems "Design Build Fly" teams with continued emphasis in regional and national flight competitions as hosted by Cessna Aircraft Corp. POC is Sam Morgan. Action is on-going.

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<sup>1</sup> Dean will request a refinement to plan if it is not suitably addressing the questions. Plan will be shared with Trustees.

<sup>2</sup> Department/Program Student Learning Summary Form report may inform what is noted here.

5. Conduct an Aviation Alumni Appreciation Day in April 2018 for ISU alum from the department of Aviation Technology. Event to be held at the ISU Flight Academy to create an awareness of our program and let alumni speak to students about careers and future opportunities. The goal is to bring alumni who will want to provide encouragement and possible internships or paths to career success. It may also include giving general information to the students. Contact is Harry Minniear.
6. Encourage more interest and motivation in participating in the annual National Intercollegiate Flying Association (NIFA) competition in order to increase student awareness and team building in professional flight. Teams grow and increase knowledge through annual tryouts for new members and mentorships by senior level students. Past experience indicates that those who participate show a high level of success over their academic careers through spirit, morale and involvement. Jason Brown is the contact person. Team activities and fundraising take place all year long.
7. Conduct an annual Parent-Student Appreciation Day Each year for all aviation students at the ISU Flight Academy. Aim is to instill awareness and a sense of pride and belonging to our students. The event consists of an open house to display unmanned and professional flight resources, tour facilities, spend time with faculty, and share in a BBQ for lunch. The goal is to increase spirit and create a desire to be part of the flagship program of the future. Contact Harry Minniear.
8. Encourage AVT students to participate in campus support services, COT student organizations, mentoring programs, and visit with a graduation and advising specialist all housed in the newly established COT Student Success Support Center. POC is Harry Minniear and Steve McCaskey. Spring 2018 semester.
9. The assigned COT Sophomore Success Guides will assist the department with student transition issues beyond freshman year and provide AVT career readiness professional development and student success activities. POC is Harry Minniear and Steve McCaskey. Dates are on-going.
10. Redouble our efforts to add a list of frequently asked questions (FAQs) and Flight Academy policies to NSO handouts. This is an excellent way to cover many of the common questions asked year after year. POC is Richard Baker. January 2018.
11. Increase the visibility of our "Drone Racing Club" to draw more robotics interested students into unmanned systems.
12. The flight fee process for the students and parents is still cumbersome and hard to comprehend. We will address through a diagram and simplification of the process. POC Sam Morgan. Spring 2018 semester.
13. Coach students on scholarship programs and other funding available such as those through the Aviation Association of Indiana (AAI) and how to apply. POC Bruce Welch. Spring 2018 semester; prior to applicable deadlines.
14. Work with the ISU Flight Academy to help rectify issues in student flight scheduling and flight instructor availability.
  - a. We have more students than we have available flight instructors to support them. POC is Harry Minniear and Kara Harris. Dates are on-going.
  - b. Many students have paid their full semester amount to fly and are still not scheduled.
  - c. We will work with university leadership, financial office, and the academy Chief and Assistant Chief Instructor Pilots to identify a solution. POC is Harry Minniear and Kara Harris. Dates are on-going.
15. With the identified loss of some faculty at the end of this academic year, we will begin searches early for the Fall 2018 semester to identify new and innovative teaching talent for the Department. POC is Harry Minniear and Kara Harris. Dates are on-going.

### Benchmark Metrics

Metric	2016-17 FTFT-BDS Cohort Actual	2017-18 Target	3 Year Target (2019-20)
Freshmen Retention <sup>3</sup> (by <u>latest</u> department)	80.52%	83%	86%
4-Year Grad Rate (by <u>latest</u> department)	47.22%	50%	53%

<sup>3</sup> In a very few cases, such as with departments with very small numbers of majors or who have few or no new freshmen who enroll in their program, this metric and a grad rate may not be applicable. Other appropriate metrics should be used instead (e.g., service course student performance, transfer students, part-time students, etc.).