

Comprehensive Program Review Curriculum Division 50 - Career Technical Education - Aviation Maintenance Tech

I - MAIN

Overview

Academic Year: 2025-2026

Originator: Herb Spenner

Division: Division 50 - Career Technical Education

Department: Aviation

II - CO-CONTRIBUTORS

Vins Chacko

III - PROGRAM MISSION AND ACCOMPLISHMENTS

Gavilan College Mission Statement: *Through equitable access and comprehensive support in a welcoming inclusive environment, Gavilan College guides students of diverse backgrounds to achieve academically and pursue lifelong learning. We prepare students for transfer success, career advancement, and meaningful community participation.*

1. Provide a brief overview of how the program contributes to accomplishing the mission of Gavilan College. In addition to a basic overview of your program's structure and services, be specific in connecting your program's services to elements of the mission statement (300 words or less).

The Gavilan College Aviation Maintenance Technology Program is accredited by the Federal Aviation Administration (FAA) under CFR 14 FAR part 147 and offers Certificate of Completion in Aviation Maintenance Technology for both Airframe and Powerplant. With additional General Education classes, Gavilan College also offers an Associate of Science Degree with a major in Aviation. Students who complete the certificate of Achievement in Aviation Maintenance Airframe, Powerplant and associate degree obtain high wage job opportunities.

2. On the [PIPR website](#), locate and review your previous program plan and subsequent annual updates. After reviewing, enter your previous goals below and comment on the progress/accomplishments of each goal. (Enter each goal separately)

Goal 1: Hire a Program Assistant for the Aviation Department – New assistant projected to start 03/2026.

Goal 2: Onboard the new full-time faculty – new full-time faculty member started 01/2026.

3. Have the services or courses of your program changed over the past three years? Please explain (300 words or less).

All classes were updated to meet the new standards outlined in the latest versions

of FAA AC147-3 and 14 CFR Part 147. We have added a full-time faculty in the aviation program.

IV - STUDENT AND PROGRAM OUTCOMES

College Goal for Student Achievement

The following questions refer to data regarding student achievement. To access program review data, go to the [Program Review Data Matrix website](#).

1. **(Instructional Only)** Find your program's course success information. Consider your program success rate trends over the last three years. Compare your overall success to the college average. Are these rates what you expected after comparing with the college average? Are there any large gaps? Is there anything surprising about the data? What trends are suggested by the data?

Over the success rate for the Aviation Department ranges from 88% to 92% compared to Gavilan College overall of 72% to 73%. In year 2024-2025, we have zero nonsuccess rate reported. Aviation program only has 6-11% female student enrollment, which need to be improved for non-traditional enrollment. It is also noted that we have 0-2% black students in the program where enrollment initiatives have to be focused to improve student diversity.

2. **(Instructional Only)** Now find your program's persistence information. Consider your retention rate trends over the last three years. Compare your overall retention to the college average.

The persistence rate for the Aviation Department ranges from 76% to 87%. The department's persistence is 25% to 29% better than Gavilan College's average. Due to program structure to accept students every semester and special accommodations to complete students in 3 years instead of 2 years also lowered the persistence rate, otherwise it could be in 90%'s.

3. Are these rates what you expected after comparing with the college average? Are there any large gaps? Is there anything surprising about the data? What trends are suggested by the data.

The Aviation Department has historically achieved very high success and persistence rates. This is not a surprise; the high rates are the plan.

Success

The following questions refer to data regarding student achievement. To access instructional program review data, go to the [Program Review Data Matrix website](#).

4. **(Instructional Only)** What are your set goals for course success? Do your individual course and program rates meet this goal? Helpful Question: If your rates for success are

lower than your goals, what are your plans to improve them (200 words or less)?

The Aviation Department has historically achieved very high success rates. This is not a surprise; the high rates are the plan.

5. How many students did your area serve (if you don't have an exact count, please provide an estimate)? How did they perform in comparison to those that did not use your services, if applicable? (200 words or less)

The total served per year has grown from 94 to 124 per year. The rate will not grow since the instructor size is limited and the FAA limits the number of students per instructor. The aviation space and time availability are limited to expanding the program.

6. Given this information, how has your service or area supported student success and retention over the past three years? (200 words or less)

The Aviation Department has historically achieved very high success rates. Aviation teamwork with the students individually and in groups to complete their individual needs. We also work with employers and advisory board meetings to support student needs. Our team works with the student support services at the main campus to provide resources for the students.

7. In your area, what trends do you see and what initiatives need to be developed to support success and retention? (200 words or less).

The demand for the classes exceeds the current capacity. The demand keeps growing each year. The college must develop a strategy to hire more faculty members to expand the program into evening and weekend hours. Faculty are encouraged to attend professional development opportunities.

V - EQUITY

Gavilan College has identified the following populations as experiencing disproportionate outcomes: Males, African American, Native American, Students with Disabilities and Foster Youth.

1. Examine your equity data over the last three years. Comment on what your program has done to address any differences or gaps in the past three years. What has worked? What has not worked? (200 words or less) Helpful Questions: What current factors or potential causes can be connected to these areas of disproportional impact? How might your program or department address student equity gaps? How can your area help increase disproportionate student success? (200 words or less)?

The department able to achieve high success rate with all groups through individualized services. Our plan is to continue providing all students with an environment where they will achieve a high success rate working with the faculty and their peer groups.

2. **(Instruction Only)** Find your Distance Education success information. If distance education is offered, consider any gaps in success rates between distance education and face-to-face courses. Do you notice any trends? Do these rates differ? If disparity exists, how do you plan on closing the achievement gaps between distance education and face-to-face courses (300 words or less)?

Due to the nature of hands-on class component, all classes are in-person for the Aviation program.

3. Our 2023 Equal Employment Opportunity (EEO) Plan States: *“Gavilan Joint Community College District (District) is dedicated to proactively cultivating and sustaining a welcoming and inclusive work environment. The District aspires to be Diverse, Purposeful, Inclusive, and Equitable, as reflected in the District’s Principles of Community. The District values the worth and dignity of every person, the pursuit of truth, the acquisition of knowledge, and the nurture of democratic citizenship. These values provide the foundation for an environment of civility, honesty, cooperation, and professionalism.”*

What is your area doing to support district efforts in creating an inclusive college environment? With what programs are you partnering? Did you identify barriers and institute change? How are you creating/ ensuring diversity in your program or in the classroom? **(300 words or less)** *(Some examples might be sponsoring cultural events and diverse speakers on issues dealing with diversity, exploring how to infuse diversity into the classroom and curriculum, integrating diversity into the evaluation of employees, promoting learning opportunities and personal growth in the area of diversity, or evaluating how the physical environment can be responsive to diverse employee and student populations.)*

The Aviation Department provides an environment where student achieve a high success rate. We prepare students for job that are in high demand and well paying. We attract a highly diverse student population because we provide them great opportunities. We will continue to provide outstanding opportunities for our students.

4. How do you plan on addressing issues of student and employee equity? In other words, how do you plan on creating opportunities for success of students who have historically been underserved? How do you plan to address EEO outcomes in your employee hires?
The Aviation Department provides an environment where student achieve a high success rate. We prepare students for job that are in high demand and well paying. We attract a highly diverse student population because we provide them great opportunities. We will continue to provide outstanding opportunities for our students through guest speakers, industry visits, career fairs and job referrals. EEO is achieved by providing a welcoming environment that is rewarded with the high success rate of the students.

VI - LEARNING AND AREA OUTCOME

Have you reviewed all your Learning and Area Outcomes to ensure that they remain relevant for evaluating the performance of your area?

1. Are your SLOs, PLOs, SAOs, and ILOs mapped in CurriQunet? YES
2. Are your SLOs, PLOs or SAOs up-to-date in CurriQunet? YES
3. Have all of your SLOs, PLOs or SAOs been assessed in the last five years? YES
4. Have you reviewed all of your SLOs/SAOs to ensure that they remain relevant for evaluating the performance of your program? YES
5. If you answered No to any of the above questions, what is your plan to bring SLOs/PLOs/SAOs into compliance?

Click or tap here to enter text.

VII - OUTCOME ASSESSMENTS

Review Outcomes data located in CurricUNET Assessment Area. After you have examined your results, what do your findings suggest?

1. Student Learning Outcomes (SLO) or Service Area Outcomes (SAO) Review the SLOs or SAOs assessment data located in CurriQunet. What improvement do you plan to implement based on your assessment data and when will you implement these changes and how will you know they are successful?
Aviation department welcome student feedback to improve our services and accommodate student request for their success. We have been able to maintain a steady success rate after the COVID era and plan to continue with our current strategies and make changes based on feedback as necessary.
2. Institutional Learning Outcomes (ILO) How do your SLOs/SAOs support the college ILOs or how do your PLOs support the college ILOs? Be specific.
Our students have a high success rate. After completing our program, students easily enter a high paying career.
3. Are you meeting your SLO/SAO success outcomes? What patterns stand out in your results? If your SLO/SAO results are lower than expected, what are your plans to improve them?
We already have achieved a high success rate in established SLOs. We plan to continue with our current strategies to work with the students to ensure completion and success.

VIII - CURRICULUM AND COURSE OFFERINGS ANALYSIS

1. Are there plans for new courses or educational awards (degrees/certificates) in this program? If so, please describe the new course(s) or award(s) you intend to propose (200 words or less).
No
2. Provide your plans to either inactivate or teach each course not taught in the last three years (200 words or less).
N/A
3. Consider and analyze your location, time, and delivery method trends. Are classes offered in the appropriate sequence/ available so students can earn their degree or certificate within two years? Are courses offered face-to-face as well as have distance education offerings? Are they offered on the main campus as well as the

off-site areas? Different times of day? (300 words or less).

The classes in-person only because the curriculum demands it. The classes are offer only on Gavilan's San Martin airport campus because the curriculum demands it. Classes are offered only during the day because of the limitation on facility, qualified faculty and resources.

IX - PROGRAM AND RESOURCE ANALYSIS

1. Please list the number of Full and Part Time faculty, staff and/ or managers/ administrator positions in this program over the past three years. Focus on your individual program.

Click Add Item to enter information for each year

Select Year 1: 2023-2024

Number of Full Time Faculty: 2

Number of Part Time Faculty: 0

Number of Full Time Classified Professional: 0

Number of Part Time Classified Professional or Student Worker: .67

Number of Full Time Manager, Confidential or Administrator: 0

Number of Part Time Manager, Confidential or Administrator: 0

Select Year 2: 2024-2025

Number of Full Time Faculty: 2

Number of Part Time Faculty: 0

Number of Full Time Classified Professional: 0

Number of Part Time Classified Professional or Student Worker: .67

Number of Full Time Manager, Confidential or Administrator: 0

Number of Part Time Manager, Confidential or Administrator: 0

Select Year 3: 2025-2026

Number of Full Time Faculty: 3

Number of Part Time Faculty: 0

Number of Full Time Classified Professional: 0

Number of Part Time Classified Professional or Student Worker: .67

Number of Full Time Manager, Confidential or Administrator: 0

Number of Part Time Manager, Confidential or Administrator: 0

2. How have and will those with reassigned time, grant commitments and activity, projected retirements and sabbaticals affect personnel and load within the past in the next three years? What future impacts do you foresee? (200 words or less)

Aviation department requires 3 full-time faculty with overload to provide the required curriculum. Due to the classroom demand, faculty are not able to participate in reassigned activities. Two out of three faculty is approaching retirement that is important for the college to have additional part-time faculty to take over without interruption. The college has/is having a difficult time finding qualified instructor. This is the high risk to the department.

3. Additional Comments: **Click or tap here to enter text.**

X - EVALUATION OF RESOURCE ALLOCATIONS AND PROGRAM EFFICIENCY

1. List the resource allocations from all sources (e.g., annual college budget request appropriations, Guided Pathways funds, grant funds, etc.) received in the last three years. **For annual college budget request appropriations, reference your previous three-year plan and annual updates. Do this for the last three years.**

Select Year 1: 2023-2024

Number of Students Served. *How many students did your area serve in this year (if you don't have the exact count, please provide an estimate)?* 45 unduplicated 117 Enrolled

Total Allocation (Irrespective of Funding Source): \$417,773.00

Funding Source (**select all that apply**)

Unrestricted General Fund: ☒

Grants & Categorical Programs: ☒

Other Funds: ☐

Total Spent (Irrespective of Funding Source): \$545,611.77

Select Year 2: 2024-2025

Number of Students Served. *How many students did your area serve in this year (if you don't have the exact count, please provide an estimate)?* 50 unduplicated 125 Enrolled

Total Allocation (Irrespective of Funding Source): \$607,320.00

Funding Source (**select all that apply**)

Unrestricted General Fund: ☒

Grants & Categorical Programs: ☒

Other Funds: ☐

Total Spent (Irrespective of Funding Source): \$545,611.77

Select Year 3: 2025-2026

Number of Students Served. *How many students did your area serve in this year (if you don't have the exact count, please provide an estimate)?* 45 unduplicated

Total Allocation (Irrespective of Funding Source): \$570,699.16

Funding Source (**select all that apply**)

Unrestricted General Fund: ☒

Grants & Categorical Programs: ☒

Other Funds: ☐

Total Spent (Irrespective of Funding Source): \$332,919.16 as of January 2026

2. Please evaluate the effectiveness of the resources utilized for your program. How did these resources help student success and completion? (200 words or less)

The resources helped the students to access the industry-standard equipment and materials. This prepares them for workplace experience and experts. Our limited ability market and outreach the program also assisted to spread the word around the town and maintain a full enrollment in the course with in the limitations of FAA regulations. We also obtained airplane engine donated to the college which helped students to practice and learn.

3. Evaluate your program costs. Are your costs in alignment with your budget? If not, what improvements can be made? Please explain any trends in spending, inconsistencies and unexpected results. (200 words or less)

The costs have not grown over the past ten years. They align with our budget. The current high inflation rate of material costs will change future budgets. We request to update our old equipment that are no longer able to be repaired.

XI - INTEGRATED PLANNING AND INITIATIVES

1. What other areas is your program partnering with (i.e. guided pathways, grant collaboration, etc.) in new ventures to improve student success at Gavilan College? What is the focus of this collaboration? Helpful question: What are the program and your Integrated Planning/ Guided Pathways partners' plans for the next three years? (200 words or less)

We already have achieved a high success rate. We plan to continue with our current strategies including guest speakers, employer contacts and support service assistance.

XII - OTHER OPPORTUNITIES AND CHALLENGES

1. Review for opportunities or threats to your program, or an analysis of important subgroups of the college population you serve. Examples may include environmental scans from the Education Plan/Strategic Plan, changes in matriculation or articulation, student population, community and/ or labor market changes, etc. **Helpful Question:** What are the program plans for the next three years? (200 words or less)

Hiring faculty members is the biggest risk for the department. Currently, there is no plan to improve the situation. College is looking into working with local UCs and CSUs to align the program to higher education alignment and collaboration.

2. What are you discovering about instruction and/or services in a remote environment that you would want to maintain post-pandemic? (300 words or less)
All classes are in-person.

3. What kinds of issues are exacerbated or emerging that are likely to remain, unless addressed? (300 words or less)

Hiring faculty members is the biggest risk for the department. Currently, there is no plan to improve the situation. It is recommended to hire part-time faculty to cover the unknown.

XIII - NEW GOALS

The PIPR/RAP committee will rank each goal according to a [rubric](#) based on two main criteria: the alignment of the goal with the college's [mission statement](#), [strategic plan](#), and student learning outcomes (SLOs) or service area outcomes (SAOs). If resources are requested, complete the Resource Request section.

Goals are designed to be **Specific, Measurable, Achievable, Relevant, and Time-bound** for each functional area. See example below;

- **Instructional Program Goal:** Reduce the equity gap in successful course completion (grade of 'C' or better) between Historically Underserved Student Subgroups and the overall student population in all required gateway transfer-level Math and English courses by **5 percentage points** compared to the 2024-2025 baseline, by the **end of the Spring 2027 semester**.
- **Student Services Goal:** Increase the percentage of first-time, full-time students who successfully complete both a comprehensive Student Educational Plan (SEP) and a financial aid application (FAFSA or Dream Act) from the current baseline of 68% to **80%**, to be achieved by the **Census Date of the Fall 2026 semester**.
- **Business Services Goal:** Reduce the average processing time for standard purchase requisitions (PRs), from internal department submission to final approval, by 50%—moving from a baseline average of 14 business days to **7 business days**—by **December 31, 2026**, through the optimization of the electronic workflow system.

Copy and paste to Enter more than one Goal

- **Goal (*One Sentence Limit*):** Train and onboard the new faculty member to succeed through the tenure track and student experience.
- Alignment to Strategic Goal **Goal 3: Academic Program Innovation and Development - To prepare students with the skills and knowledge needed to thrive in the evolving job market.**
- Alignment to SLO or SAO (*Enter Department SLO or SAO that aligns to this goal*): **The student demonstrates the ability to meet the written test standards outlined in FAA AC147-3 – Certification and Operation of Aviation Maintenance Technician Schools.**
- Describe the connection of Goal to Mission Statement, Strategic Plan and SLO/SAO Results: **A well training faculty will better serve students.**
- Proposed Activity to Achieve Goal: **Experienced faculty will train new faculty**
- Responsible Party (One Sentence limit): **Experienced faculty**
- Timeline to Completion: Semester/Year: **Spring 2027**
- How Will You Evaluate Whether You Achieved Your Goal (Two sentence Limit): **New faculty evaluation process.**

- **Goal (*One Sentence Limit*):** Review and update the course curriculum based on industry demand and advisory recommendation
- Alignment to Strategic Goal **Goal 5: Institutional Effectiveness - To systematically leverage technology across all campuses to continuously improve processes, enhance data-analysis capability, and facilitate data-informed decision-making, leading to increased operational efficiency.**
- Alignment to SLO or SAO (*Enter Department SLO or SAO that aligns to this goal*): **The student demonstrates the ability to meet the written test standards outlined in FAA AC147-3 – Certification and Operation of Aviation Maintenance**

Technician Schools.

- Describe the connection of Goal to Mission Statement, Strategic Plan and SLO/SAO Results: **Updated courses will prepare students to be competent to get the job in the competitive market and/or transfer to higher education.**
- Proposed Activity to Achieve Goal: **Preparing students to better job**
- Responsible Party (One Sentence limit): **Experienced faculty, industry feedback and advisory board recommendation**
- Timeline to Completion: Semester/Year: **Spring 2028**
- How Will You Evaluate Whether You Achieved Your Goal (Two sentence Limit):
College curriculum process

XIV - RESOURCE REQUESTS

Copy and paste to add more than 1 requests

1. Request Name (short title): Plan to sustain current faculty levels has members retire
2. Request amount: \$150,000
3. Type of Request: Personnel
4. Alignment to Goal(s) in section XIII (*enter goal from above*) **Expanding the course offerings and industry connection**
5. Is this a one-time or ongoing expense? Ongoing
6. Category of Request

If Personnel is Selected in question 3, select from the following all that applies

- Full-Time Faculty ☒
- Part-Time Faculty ☒
- Faculty Special Assignment or Reassigned Time ☐
- Full-Time Classified Professional ☐
- Part-Time Classified Professional or Student Worker ☐
- Full-Time Manager, Supervisor, Confidential ☐
- Part-Time Manager, Supervisor, Confidential ☐
- Professional Experts ☐

If Non-Personnel is Selected in question 3 select from the following all that applies;

- Instructional Equipment ☐
- Instructional Software ☐
- Instructional Supplies, Materials and Textbooks ☐
- Non-Instructional Equipment ☐
- Non-Instructional Software ☐
- Non-Instructional Supplies and Materials ☐
- Professional Development ☐

- Travel and Conference ☐
- Professional or Contracted Services ☐
- Repairs and Maintenance ☐
- Other ☐

7. *The committee will separate goals with resource requests. Requests will be categorized into two groups: those to be ranked and those not ranked. The requests not ranked include Safety, Compliance, Personnel, and Position.*

Which of the following best describes your requests?

Personnel and Position: Requests that involve hiring, staffing, or reclassifying full-time or part-time faculty or staff. These requests are reviewed and approved through a separate process by the Faculty Staffing Committee or the Executive and Leadership

8. Provide a complete description, justification, or rationale for the requested amount. Describe how it aligns to the selected goal(s) and your responses to the above questions. (300 words)

2/3ds of the faculty are approaching retirement. The collage has not realistic plan to replace them. If a plan is not implemented, the department will be forced to close.

1. Request Name (short title): Replacing broken Equipment and materials
2. Request amount: \$75,000
3. Type of Request: Non-Personnel
4. Alignment to Goal(s) in section XIII (*enter goal from above*) **Keep the equipment operational and provide students with best industry experience.**
5. Is this a one-time or ongoing expense? Ongoing
6. Category of Request

If Personnel is Selected in question 3, select from the following all that applies

- Full-Time Faculty ☐
- Part-Time Faculty ☐
- Faculty Special Assignment or Reassigned Time ☐
- Full-Time Classified Professional ☐
- Part-Time Classified Professional or Student Worker ☐
- Full-Time Manager, Supervisor, Confidential ☐
- Part-Time Manager, Supervisor, Confidential ☐
- Professional Experts ☐

If Non-Personnel is Selected in question 3 select from the following all that applies;

- Instructional Equipment ☒
- Instructional Software ☐
- Instructional Supplies, Materials and Textbooks ☒
- Non-Instructional Equipment ☐
- Non-Instructional Software ☐
- Non-Instructional Supplies and Materials ☐
- Professional Development ☐
- Travel and Conference ☒
- Professional or Contracted Services ☐
- Repairs and Maintenance ☒
- Other ☐

7. *The committee will separate goals with resource requests. Requests will be categorized into two groups: those to be ranked and those not ranked. The requests not ranked include Safety, Compliance, Personnel, and Position.*

Which of the following best describes your requests?

Safety: Requests that ensure a safe learning and working environment for students and employees, such as emergency preparedness, campus security, health and wellness, and risk management.

8. Provide a complete description, justification, or rationale for the requested amount. Describe how it aligns to the selected goal(s) and your responses to the above questions. (300 words)

Students are prepared to enter into the workforce. They need to experience current industry standards and equipment. We need to purchase current industry recommended equipment's to provide education. We also need to repair and fix some of the old equipment that has wear and tear.

Faculty FAA regulation training is highly recommended for the course of time. The new faculty also needs to be certified to administer FAA tests and be a back up to current proctor. This fund request is in addition to the allocated grant funds.

1. Request Name (short title): Forklift
2. Request amount: \$65,000
3. Type of Request: Non-Personnel
4. Alignment to Goal(s) in section XIII (*enter goal from above*) **Review and update the course curriculum based on industry demand and advisory recommendation**

5. Is this a one-time or ongoing expense? One Time
6. Category of Request

If Personnel is Selected in question 3, select from the following all that applies

- Full-Time Faculty ☐
- Part-Time Faculty ☐
- Faculty Special Assignment or Reassigned Time ☐
- Full-Time Classified Professional ☐
- Part-Time Classified Professional or Student Worker ☐
- Full-Time Manager, Supervisor, Confidential ☐
- Part-Time Manager, Supervisor, Confidential ☐
- Professional Experts ☐

If Non-Personnel is Selected in question 3 select from the following all that applies;

- Instructional Equipment ☒
- Instructional Software ☐
- Instructional Supplies, Materials and Textbooks ☐
- Non-Instructional Equipment ☐
- Non-Instructional Software ☐
- Non-Instructional Supplies and Materials ☐
- Professional Development ☐
- Travel and Conference ☐
- Professional or Contracted Services ☐
- Repairs and Maintenance ☒
- Other ☐

7. *The committee will separate goals with resource requests. Requests will be categorized into two groups: those to be ranked and those not ranked. The requests not ranked include Safety, Compliance, Personnel, and Position.*

Which of the following best describes your requests?

Safety: Requests that ensure a safe learning and working environment for students and employees, such as emergency preparedness, campus security, health and wellness, and risk management.

8. Provide a complete description, justification, or rationale for the requested amount. Describe how it aligns to the selected goal(s) and your responses to the above questions. (300 words)

Forklift will be used for installing new equipment and move equipment in the lab/hangar. We had a forklift at one time, but it died a few years ago. We have been borrowing a machine local to the airport, but it is also dying and is dangerous to use.

The forklift will help us better utilize the hangar by give us more option to rearrange the equipment as necessary. The forklift will also help us safely move the heavy engines. We are currently making a stand for a donated jet engine. It is taking us days to get the engine out of its crate. We are using multiple engine host and a floor jack just to lift the heavy engine. A forklift will make the process much safer and faster.

The Man Basket of the Forklift is a basket and safety harness for the forklift. The equipment is to provide a safe working environment for our students.

1. Request Name (short title): CNC (Computer Numerical Control) router, Milling Project Kit, Aviation Mechanic Prepware (software), Millwright and utility hookups, Refrigerator for student's lunches
2. Request amount: \$35,000
3. Type of Request: Non-Personnel
4. Alignment to Goal(s) in section XIII (*enter goal from above*) **Review and update the course curriculum based on industry demand and advisory recommendation**
5. Is this a one-time or ongoing expense? One Time
6. Category of Request

If Personnel is Selected in question 3, select from the following all that applies

- Full-Time Faculty ☐
- Part-Time Faculty ☐
- Faculty Special Assignment or Reassigned Time ☐
- Full-Time Classified Professional ☐
- Part-Time Classified Professional or Student Worker ☐
- Full-Time Manager, Supervisor, Confidential ☐
- Part-Time Manager, Supervisor, Confidential ☐
- Professional Experts ☐

If Non-Personnel is Selected in question 3 select from the following all that applies;

- Instructional Equipment ☒
- Instructional Software ☒
- Instructional Supplies, Materials and Textbooks ☐
- Non-Instructional Equipment ☒
- Non-Instructional Software ☐

- Non-Instructional Supplies and Materials ☐
- Professional Development ☐
- Travel and Conference ☐
- Professional or Contracted Services ☐
- Repairs and Maintenance ☒
- Other ☐

7. *The committee will separate goals with resource requests. Requests will be categorized into two groups: those to be ranked and those not ranked. The requests not ranked include Safety, Compliance, Personnel, and Position.*

Which of the following best describes your requests?

Safety: Requests that ensure a safe learning and working environment for students and employees, such as emergency preparedness, campus security, health and wellness, and risk management.

8. Provide a complete description, justification, or rationale for the requested amount. Describe how it aligns to the selected goal(s) and your responses to the above questions. (300 words)

CNC (Computer Numerical Control) router – \$20,000 - This is advance manufacturing equipment for metal components. This will help us teach technology advance in the industry.

Milling Project Kit – \$4000 - This is also advance manufacturing equipment for metal components.

Classroom Demo Toolbox - \$3500 - A set of tools and a toolbox to store them for the classroom. A big part of AMT100 and AMT101 is showing students how to use tools. Currently the toolbox is SM-2 in my personal box. I would like to take that box home for my personal use. Elizabeth and any future instructors will need a toolbox for lectures.

Aviation Mechanic Prepware - \$200 - The is software I use to generate quizzes and tests. This purchase is for Elizabeth so she can start generating her own tests and quizzes.

Refrigerator for student's lunches \$2000 - Second year students (SM-3) have a refrigerator their lunches. First year students (SM-2) have been using a small dorm sized refrigerator. The class size has outgrown the small refrigerator. The

purchase is for a full-size refrigerator. The refrigerator will help the student save money by bringing their own lunches.

Aircraft Repair Components \$1500 - This is interior repair components for our blue Cessna 172 aircraft. The plane is old and we need to repair components that the students have worn out.

Millwright and utility hookups - \$6000 -Our new mill needs to be installed. This involves leveling and bolting the machine into the concrete. This must be done by a specialist - a millwright. Utilities for the mill and refrigerator also are needed. The \$6k is a rough estimate. Eddy Medal is working on getting us exact quotes.

XV - ADDITIONAL QUESTIONS

Please consider providing answers to the following questions. While these are optional, they provide crucial information about your equity efforts, training, classified professional support, and recruitment.

1. Does your division (or program) provide any training/mentoring for faculty and/ or classified professionals regarding professional development? **The faculty cross train each other. The faculty, with IA certificates, are required to attend FAA training. Our faculty member, with DME certification, is required to attend FAA IA and DME training.**
2. If there is a need for more faculty and/ or classified professional support in your area, please provide data to justify request. Indicate how it would support the college mission and college goals for success and completion. **2/3rds of the faculty are approaching retirement. The collage has no realistic plan to replace them. If a plan is not implemented, the department will be forced to close.**
3. What, if anything, is your program doing to assist the District in attracting and retaining faculty and classified professionals who are sensitive to, and knowledgeable of, the needs of our continually changing constituencies, and reflect the make-up of our student body? **Nothing**
4. Are there program accomplishments/ milestones that have not been mentioned that you would like to highlight? **No**
5. Please share any recommendations for improvements in the Program Integrated Plan and Review process, analysis, and questions. Your comments will be helpful to the PIPR Committee and will become part of the permanent review record. **Click or tap here to enter text.**

XVI - EXECUTIVE SUMMARY

Please provide a brief executive summary regarding program trends and highlights that surfaced in the writing of this report. Summarize, using narrative, your program goals for your next three years. Your audience will be your Peer Review Team, the program review Committee, President's Cabinet, Dean's Council, ASGC, Academic Senate, Budget Committee and Board of Trustees (300 words or less).

The Aviation Department provides an environment where student achieve a high success rate and have opportunities for high paying careers. A highly diverse student population takes advantage of these opportunities. The class demand our strips the department resources. The Aviation department equipments are beyond maintenance that we need to start replacing them.

2/3rds of the faculty are approaching retirement. The college has no realistic plan to replace them. If a plan is not implemented, the department will be forced to close. Even though hiring part-time faculty is ideal, we cannot sustain them that full-time committed faculty are better assisted in our educational setting.

XVII - ATTACH FILES

Optional: If there is any additional information regarding your program that you would like to have uploaded, please attach it here.