

**PROGRAM APPROVAL APPLICATION**  
**NEW or SUBSTANTIAL CHANGE or LOCALLY APPROVED**  
**(This application may not exceed 3 pages)**

<b>Fill In Form</b>		
<u>Basic Airport Operations Certificate</u> Proposed Program Title		<u>Dr. Steve Donley</u> Voting Member
<u>Cypress College</u> College		<u>Dean, Career &amp; Technical Education</u> Title
<u>North Orange County Community College District</u> District		<u>(714) 484-7233</u> Phone Number
<u>Fall 2015</u> Projected Program Start Date		<u>sdonley@cypresscollege.edu</u> E-mail Address
<b>Goal(s) of Program (Check all that apply):</b>		
<input checked="" type="checkbox"/> Career Technical Education (CTE)	<input type="checkbox"/> Transfer	<input type="checkbox"/> Other
<b>Type of Program (Check all that apply):</b>		
<input type="checkbox"/> A.S. Degree	<input type="checkbox"/> A.A. Degree	Certificate of Achievement: <input type="checkbox"/> 18+ semester (or 27+ quarter) units
		<input checked="" type="checkbox"/> 12-18 semester (or 18-27 quarter) units
<b>Reason for Approval Request: (Check One)</b>		
<input checked="" type="checkbox"/> New Program	<input type="checkbox"/> Substantial Change	<input checked="" type="checkbox"/> Locally Approved
<b>Program Information</b>		
Recommended Taxonomy of Program (TOP) Code	<u>3020.10 Aviation and Airport Management</u>	
Units for Major-Degree	<a href="#">Click here to enter text.</a>	
Total Units for Degree	<a href="#">Click here to enter text.</a>	
Required Units-Certificate	<u>15 Units</u>	

**Written Form**

1. Insert the description of the program as it will appear in the catalog.  
 The Airport Operations Program provides students with a career path for attaining the foundational skills, practical knowledge, and technical training necessary for pursuing a career as an operations, baggage, or cargo agent, or as an airport operations employee. Students completing this certificate will develop a basic understanding of the airline industry and the safety, security, and service requirements necessary to work in ground operations at an airport.

2. Provide a brief rationale for the program.  
 Industry representatives on the Cypress College Aviation & Travel Careers Advisory Committee noted the increasing number of students being hired to work (“on the ramp”) in the ground operations areas at the local airports. To insure employees understand the increasing complexity surrounding regulatory issues, hazardous materials, environmental challenges, safety and security procedures, etc., they recommended adding this stackable certificate to the existing certificates, which will lead to the existing Aviation Management Associate in Science Degree.

3. List all courses required for program completion, including core requirements, restricted electives and prerequisites. (Push Enter after each entry to begin a new line)

Courses		Course No.	Course Title	Units
ATC 102 C	Career Communication/Portfolio	ATC 102 C	Career Communication/Portfolio	3
ATC 112 C	Homeland Security	ATC 112 C	Homeland Security	3
	Or	or		or
ATC 116 C	Aviation/Trans Security	ATC 116 C	Aviation/Trans Security	(3)
ATC 212 C	Airline/Aviation Management	ATC 212 C	Airline/Aviation Management	3
ATC 270 C	Airline Operations	ATC 270 C	Airline Operations	3
ATC 271 C	Airport Operations	ATC 271 C	Airport Operations	3

4. Summarize the Labor Market Information and employment outlook (including citation of the source of the data) for students exiting the program.

According to the CalJOBS Labor Market, Employers Distribution, the counties with the highest number of employers for Airport Operations in California were Los Angeles County (74), San Bernardino County (59), San Diego County (47), Kern County (35), Riverside County (29), Fresno County (23), Sacramento County (17), Santa Clara County (14), Kings County (12) and Merced County (12). The 2010-2020 long-term projection for Subsector (3 digit) Support Activities for Transportation (no data available for Industry (5 digit) Airport Operations) in Los Angeles County, is 54,000 employees with a total percentage change of 28.9% or 2.6% annually. Cypress College is uniquely situated within 30 miles of three airports: Los Angeles, Long Beach, and Santa Ana. Given the culturally rich campus with many students who speak other languages, students find many job opportunities working for the international airlines. Reference:

<https://www.caljobs.ca.gov/vosnet/lmi/industry/industrysummary.aspx?enc=mLzjSNmrac3CLiUnnSSBlmIBYEH3n2iYr+OiXgV+NEkblVZAKRErgAny+/aY2FaasHUGecA+GpJEJgzpHmsPclDlk98I2cxHuiuZQR/KLU=>

5. List similar programs at other colleges in the Los Angeles and Orange County Region which may be adversely impacted. (Push Enter after each entry to begin a new line).

College	Program	Who you Contacted	Outcome of Contact
Orange Coast College	Aviation Pilot Training	Ronald Johnson, Dean <a href="mailto:rgjohnson@occ.edu">rgjohnson@occ.edu</a> 714.432.5605	Click here to enter text.
Mt. San Antonio College	Airport/Airline Manager	Jemma Blake-Judd, Dean <a href="mailto:Jbjudd@mtsac.edu">Jbjudd@mtsac.edu</a> 909.274.7500	
Glendale College	Aviation and Transportation	Scott Rubke, Division Chair <a href="mailto:srubke@glendale.edu">srubke@glendale.edu</a> 818.240.1000, ext. 5541	

While there are aviation programs at other colleges (Orange Coast, Mt. San Antonio, and Glendale Community) that provide pilot, air traffic control, flight attendant, and airframe and power plant, we are not aware of any programs that offer an airport operations type certificate.

6. Include any other information you would like to share.

The impetus for this skill-based certificate was at the urging of employers who provide the contract ground handling for the international airlines and the local airports that hire students to work for the fixed-based operators (i.e. fueling, servicing, etc.). The 15-unit certificate fits within the scope of the current program and stackable certificates leading to a degree in Aviation Management. It also offers students a way to gain airport experience in entry-level airport jobs as they work toward higher paying positions.