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# AABInternational

August 7, 2017

Mr. Sean Burrage  
Office of the President  
Southeastern Oklahoma State University  
1405 North 4<sup>th</sup> Avenue  
PMB 4236  
Durant, OK 74701-0609

Dear Mr. Burrage:

At its Annual Meeting July 18-21, 2017, the Accreditation Committee and the Board of Trustees of the Aviation Accreditation Board International (AABI) acted on the application for reaffirmation submitted by Southeastern Oklahoma State University on April 11, 2016. I am pleased to advise you that the Board action was to grant reaffirmation for a period of five years for the following programs:

- B.S. in Aviation Management, Business Option (AABI Aviation Management)
- B.S. in Aviation Professional Flight (AABI Flight Education)

The Board accepted the institutional response for Recommendation 1; however, an interim report is due to this office June 5, 2018, for Recommendations 2-6, specifically:

2. (The) Institution must broadly and accurately publish the objectives of each accredited program (AABI PPM 3.4.2).  
**Provide evidence that the institution has broadly and accurately published the objectives of each accredited program.**
3. Publish educational goals, having sufficient detail to be measured, that are consistent with the mission of the institution (AABI Criterion 3.2.a).  
**Provide evidence that the institution has published educational goals, having sufficient detail to be measured, that are consistent with the mission of the institution.**
4. The Aviation Management program must have a mission statement (AABI Criterion. 3.2).  
**Provide evidence that the Aviation Management program has a mission statement**
5. Update Aviation Management Taskstream entries and publish student learning outcomes (AABI Criterion 3.3).  
**Provide evidence that the Aviation Management Taskstream entries and the data on the Academic Affairs website have been updated. The report should also provide evidence that the student learning outcomes for Aviation Management have been published.**
6. Develop a comprehensive assessment plan (AABI Criterion 3.10.1).  
**Provide evidence that the institution has developed, and is using, a comprehensive assessment plan.**

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1750 Finch Avenue East  
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Enclosed with this letter is a public release policy, which has been excerpted from the AABI Policies & Procedures Manual. Please advise appropriate members of the faculty and staff of the necessity to adhere to this policy. A Certificate of Accreditation and a list of accredited programs are also enclosed.

On behalf of the AABI Board of Trustees, congratulations and thank you for the confidence you have placed in AABI and the commitment that you have evidenced toward quality aviation education through membership and successful reaffirmation of two programs. Since AABI accreditation for these programs will expire on July 31, 2022, we suggest that an application be submitted for reaffirmation of accreditation no later than July 2020 to allow approximately 24 months for the reaffirmation process.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary J. Northam". The signature is fluid and cursive, with a large initial "G" and "N".

Gary J. Northam, Ph.D.  
President

Enclosures

cc: Dr. Thomas Carney, Chair, Accreditation Committee  
Dr. Barney King, Assistant Chair, Accreditation Committee  
Mr. Steve Brown and Capt. Matt Tuohy, Accreditation Committee  
Reviewers (ACRs)  
AABI Board of Trustees  
Dr. Stan Alluisi and Mr. George Jacox, Co-Directors, Aviation Sciences Institute

letter of intent to appeal within 30 days of the date the AABI notification letter was postmarked. Upon receiving the letter of intent to appeal, AABI will appoint a panel of three current or past Board members, who have not voted as a Board member in the prior action, to hear the appeal. AABI must receive the institution's formal letter of appeal within 60 days of the date of the AABI notification letter. The panel will convene in conjunction with the next regularly scheduled meeting of AABI or a special meeting of the Board. The panel will report its findings to AABI within seven days following hearing the appeal. The AABI Board of Trustees will then take final action on the appeal at its next scheduled meeting.

**3.4. Public Release Policy.** The institution **MUST** accurately publish the period of accreditation as stated on the Certificate of Accreditation on the public website of each accredited program. In addition, any references to the period of accreditation used for other types of public release **MUST** also list the period of accreditation as stated on the Certificate of Accreditation. The institution may use the term 'accredited' only for those specific programs accredited by AABI. If accreditation is deferred, suspended or revoked, the institution may not use the phrase "accredited by AABI," even if the phrase states or implies prior or future accreditation.

**3.4.1. Accurate Representation of Accreditation Status in Catalogues and Other Documents.** Institutions **MUST** clearly and accurately represent their current accreditation status in all institutional documents and publications, including on-line documents, in which they refer to AABI accreditation. Failure to adhere to this requirement may result in revocation of accreditation for all AABI accredited programs at the institution.

**3.4.2** For each AABI-accredited aviation program, institutions **MUST** accurately publish on the program's public website the following information, updated annually:

- The objectives of each accredited program
- Admission requirements
- Program assessment measures employed
- The information obtained through these assessment measures and report on actions taken as a result of this assessment
- Student achievement
- Graduation rates
- Rates and types of employment of graduates
- Data supporting the qualitative claims made by the program

Failure to be in continuous compliance may result in suspension of accredited status.

**3.4.3** It is AABI's policy to respond to all public inquiries in accordance with the provisions of Section 3.5 of this document.

AABI will respond to written requests/complaints from students and parents of students enrolled in accredited programs, if appropriate, or will refer the request/complaint to the institution.

AABI will maintain a file of all inquiries and responses for review by CHEA.