

BOARD OF DIRECTORS ANNUAL MEETING AGENDA

June 18, 2024

1:00 PM	Call to Order	Jared Britt
	1. Approval of Dec 12 Meeting Minutes (page 3)	Jared Britt
	2. Finance	Jared Britt
	2.1. Balance Sheet (page 9)	
	2.2. Budget vs. Actual (page 10)	
	3. Annual Conference	Crystal Maguire
	3.1. Norfolk March 16-19, 2025	
	3.2. Future Potentials: Portland, Tulsa, Miami, Anchorage, Mobile	
	4. Operations	Crystal Maguire
	4.1. Conflict of Interest Policy (page 12)	
	4.2. Member Survey (page 15)	
	4.3. Strategic Plan (page 19)	
	4.4. Board nominations and elections (page 22)	
	4.4.1. Open positions: 2 industry, 2 AMTS	
	4.4.2. First Nom Com call—July 15 (Butch, David, Kelly, Jared)	
	4.5. ATEC Academy	
	4.5.1. First cohort wrap	
	4.5.2. Second cohort —August 10-11 in Moore Norman	
	4.5.3. Contractor agreement revision (page 23)	
	5. Legislative	Jared Britt
	5.1. Fly-In Sept. 17-19, 2024 (page 29)	
	5.2. Reauthorization and revised legislative priorities	
	6. Regulatory	Sean Gallagan
	6.1. ACS revision and NASA grant	
	6.2. DME	
	6.2.1. AFS-600 letter	
	6.2.2. ODA	
	6.3. Self-approved testing	
	6.4. General O&P	
	7. Choose Aerospace	Kelly Filgo
	7.1. Final 2023-24 enrollments: 31 programs; 540 students	
	7.2. Twenty one new program applicants for 2024-25	
	7.3. Credentialling	
	7.4. School directory	
	7.5. FAA grant	
	7.6. Teacher training debrief	

8. Membership

James Smith

- 8.1. AMTS: 140 [156 in 2023, 153 in 2022]
- 8.2. Industry: 59 [68 in 2023, 64 in 2022]
- 8.3. Academic: 26 [30 in 2023, 27 in 2022]
- 8.4. 2024 renewal rate: 89%
- 8.5. 2024 new and returning members: 10

9. Old Business

Jared Britt

10. Good of the Order

Jared Britt

- 10.1. Sept 20, 2024 8-12 PM ET—Washington DC
- 10.2. Dec 10, 2024 11 AM CT—virtual
- 10.3. March 16, 2025—Norfolk

3:00 PM

11. Adjourn

Jared Britt

**AVIATION TECHNICIAN EDUCATION COUNCIL
BOARD OF DIRECTORS MEETING MINUTES**

March 17, 2024

The Aviation Technician Education Council held its quarterly board meeting at the ATEC Annual Conference in Tucson. Those in attendance included—

Attended	First	Last	ATEC Title	Company
X	Jared	Britt	Treasurer	Southern Utah University
X	Sean	Gallagan	Director	Aviation Workforce Solutions
X	Jim	Hall	President	WSU Tech
X	Mark	Holloway	Director	Aviation Institute of Maintenance
O	Gary	Hoyle	Past President	Pittsburgh Institute of Aeronautics
O	Karen	Johnson	Vice President	Southern Illinois University
X	Crystal	Maguire	Exec Director	ATEC
X	Daniel	Phillips	Director	Metro Nashville Public Schools
O	Kim	Pritchard	Director	Zipline
O	Tarra	Ruttman	Ops Manager	ATEC
X	Michael	Sasso	Director	Cape Cod Community College
O	Luke	Solomon	Director	Gulfstream Aerospace
X	Kent	Stauffer	Director	Constant Aviation
X	Sheryl	Oxley	Director	Tulsa Technology Center
X	Scott	Sykes	Director	U.S. Aviation Academy
O	Greg	Emerson	Director	American Airlines
X	Suzanne	Markle	Director	Pittsburgh Institute of Aeronautics
O	James	Smith	Director	Marshall University
X	Kelly	Filgo	Guest	Choose Aerospace
X	Marshall	Pryor	Guest	Portland Community College
X	Domenic	Proscia	Guest	Aviation Training Institute at Vaughn College
X	Ryan	Goertzen	Guest	Choose Aerospace
X	Christopher	Coley	Guest	Aviation Institute of Maintenance
X	Roger	Slakey	Guest	Aviation Institute of Maintenance
X	Teresa	Pinkston	Guest	Tulsa Technology Center
X	Michael	Evans	Guest	Tulsa Technology Center
X	Sean	Glassberg	Guest	Educator Training & Consulting
X	Richard	Britt	Guest	Jared's Dad
X	Mike	O'Donnell	Guest	Delgado Community College
X	Tim	Jefferson	Guest	The Boeing Company

X	Gillett	Samms	Guest	Alabama Community College System
X	Stormy	Sykes	Guest	U.S. Aviation Academy
X	Rob	Cush	Guest	Aircraft Mechanics Fraternal Association

X = Present; O = Not Present

ATEC president J. Hall called the meeting to order at 1:03 pm MST time.

A motion was made by S. Sykes and seconded by S. Gallagan to accept the December 12, 2023 meeting minutes. The motion passed without objection.

Finance

C. Maguire gave the finance report.

Accounts receivables are at a high point this time of year, we expect to collect on payables—which includes membership dues, conference registrations and sponsorships—over the next 30 days.

We did not add any funds to reserves this past year, instead electing to invest in the new association management system. The council's aim is to maintain six months' worth of operating funds in reserves but we've fallen short of that goal as the council's budget has increased exponentially over the last five years and the reserves fund target continues to increase. We will continue to pursue six months of reserves as income continues to increase.

The financial reports included both a fiscal year and calendar year budget vs actual so that directors could see how we did on conference income compared to last year. We experienced a 10 percent increase in conference income this year, with sponsorship increasing 20 percent and exhibitor income increasing nearly 40 percent.

Conference expenses have not all been realized so are not reflected on the report, but we expect to come in at or near budget.

While the ATEC board proceeded with the new ATEC Academy initiative with willingness to realize a loss in the first year, we budgeted for break even on the new ATEC Academy initiative and fell just short on the income side. We needed seven registrants to move forward and ended up with 18. While we expect to be in the red for this first course once the expenses are entered, we are happy with the participation and initiative so far, and will reassess the price point for future courses if we decide to proceed with more ATEC Academy courses.

The referral agreement with Ekanos as proven profitable. Referral fees ATEC has received through its marketing exchange relationship are well over the \$5,000 expected in the first year. The partnership is a great example of how the council can generate non-dues revenue to diversify its income. The council has similar relationships in the works.

On the expense side, our payables are generally in line with budget—credit card fees are higher than normal which we expect is due to increased online transactions with the new website. Tarra will look into the processing fees to make sure they are still in line with industry standards.

S. Gallagan motion to accept, second K. Stauffer

Annual Conference

Conference registration, exhibitor presence, and sponsorship again hit an all-time high. The registration process was simplified with the new website which also provides features such as an attendee, exhibitor, and sponsor directory.

The conference agenda for next year's event in Norfolk is in works, council representatives will be onsite to finalize evening events and tours this summer. Thanks to Piedmont Airlines who will be our presenting sponsor, and Aviation Institute of Maintenance who will be our host sponsor.

Portland Community College and Tulsa Technology Center are both willing hosts for 2025 and beyond. Leadership plans to visit Portland this summer, and Tulsa is always a good option as management's hometown. Alabama Community College also expressed interest in hosting in Mobile, and University of Alaska in Anchorage has also asked to be considered. Council staff and leadership will proceed with a goal of having a three-year calendar.

Operations

C. Maguire gave the operations report.

A TEC and Choose Aerospace have been in regular talks with the Aircraft Electronics Association (AEA) about how to partner to encourage development of avionics programs. Some potential initiatives include incorporating Aviation Electronics Technician (AET) certification into the Choose Aerospace basic electricity course so that high school students in the program come out with that industry credential—which also provides a path to repairman certification—and can feed directly into avionics shops as a non-certificated technician. Choose Aerospace is working with Clemson University, AEA, and WSUTech on an NSF grant application that would fund the initiative and also layer in hands-on components through a vendor partner.

Less than a third of A&P schools have avionics programs, so AEA is also interested in using the part 147 network to develop more of these programs—either as a separate certificate program or as part of the A&P. Directors agreed that programs could benefit from a partnership with AEA that would create resources to help develop these direct-to-work type of programs, either in addition to or outside a degree program. Some directors cautioned serving industry over students and the need to provide programs that provide long-term career opportunities over short-term job opportunities. They voiced the need to facilitate the industry pipeline but also ensure its sustainable.

M. Sasso and Cape Cod Community College is working with AEA to develop an avionics program and can provide feedback on the content and ways to implement it in an A&P program.

Choose Aerospace and ATEC have worked with AEA and Northland Community College to develop an ACS-AET crosswalk which will help define the “delta” between the current FAA-required coursework and the AET industry standard.

Directors generally agreed that A&P schools can provide several pathways to students outside the traditional mechanic certification route, including repairman certification and certificate programs that serve a particular employer need for non-certificated technicians.

Attendees also highlighted the opportunity for A&P schools to provide proctoring of AET tests, which do not require any specific training program as a pre-requisite to certification.

Crystal will put together a working group to guide ATEC’s partnership with AEA and development of pathways to AET certification.

S. Glassberg, M. Sasso, and K. Filgo provided a debrief on ATEC Academy, which wrapped up its in-person kick-off portion that morning.

Eighteen students registered and they were joined by seven “master instructor” facilitators over the last day and a half. There was a good mix of experienced educators, new teachers, school representatives, and industry representatives.

Overall the feedback is very positive, survey results identified some places where activities could be added. Attendees will continue the coursework over the next three months and then we’ll have a full debrief.

Sean and Kelly are facilitating a Likert survey that attendees took at the beginning of the course and will take again at the end of the course. That comparison will provide good data and talking points for marketing of future offerings.

While there is a lot of interest in a fully virtual offering, the immediate plan is to kick off with the one and a half day face-to-face given the benefits realized when a new cohort gets to know peers that can serve as mentors and resources in the future.

All agreed that given initial feedback, a working group will recommend a regional training schedule to kick off as soon as the current course wraps. Future courses will be priced to ensure at least a break even for seven students. The working group will consider a pricing scheme that increases the current rate but includes an educator discount.

The executive committee will work on revising the council’s five-year plan to take into consideration these new initiatives and their ability to feed further growth of the council.

Legislative

J. Britt presented the council's draft legislative priorities for the coming year. The initial draft includes several priorities that we expect to be addressed in the FAA reauthorization bill, currently under extension but expected to pass this Congress.

In coordination with the Fly-in planning and marketing, the council will call for feedback on the priorities. The committee will review and make recommendations for speakers at the upcoming event. Given we will hold the meeting portion in DC, we plan to invite congressional leaders to speak.

Regulatory

S. Gallagan presented the committee's proposal for this year's regulatory priorities. Much focus will be on recommendations to revise the FAA mechanic airman certification standards, which will get support from a NASA-funded grant initiative for which ATEC is a sub recipient.

The Council will continue to push for reforms in mechanic testing, specifically with regard to expanding access to testing and creating efficiencies in the testing process.

Membership

The new association management system and website was released in January. While there are still some features we are learning about and implementing, we are very happy with the efficiencies realized for conference registrations. We will have our first membership renewal cycle with the new site in October, and will encourage members to utilize the member and individual profiles to enhance networking opportunities.

Membership renewal surpassed 80 percent so far this year, we expect to maintain the historical 90 percent renewal rate by the end of the first quarter.

Choose Aerospace

Choose Aerospace officially hired a director of operations, former ATEC board member Kelly Filgo. Kelly will act as the school liaison and assist our content developers with curriculum development and improvement, and will also oversee the summer teacher training.

The big focus for Choose Aerospace continues to be the pursuit of financial stability. While license fees will eventually provide operational funding, we are still 3-5 years from the number of enrollments necessary to reach that milestone. In the meantime, we've secured funding through AAR Corp and two grants derived in partnership with Clemson, from the FAA and NSF, and have made application for several more. We have initiated an industry solicitation campaign that we hope will provide the additional funding necessary to keep operations at current levels through 2027.

Choose Aerospace worked with ATEC to put in place an industry-recognized credential that "simulates" the FAA general knowledge test. Students that complete all modules will have the opportunity to test for the credential, those that pass will receive the ATEC

credential. We expect to have a small cohort graduating this spring that will be our first official test of the credentialing process.

Part of the process is to ensure we are able to collect data on credentialed students so we have a better idea of where they are going and if they ultimately choose to pursue a career in aviation.

Choose Aerospace, in partnership with ATEC and AAR, will announce a parts donation program next week. So far, AAR has donated over \$2 million in surplus parts to educational institutions. Under the partnership, the school must be an ATEC member to receive and apply for the donation.

Good of the Order

Crystal will set up the next series of quarterly board meetings as set out in the agenda.

There being no new, or other business to discuss, the president adjourned the meeting at 3:19pm.



Aviation Technician Education Council

Balance Sheet
As of June 17, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Bank of America - Checking	72,430.86
Bank of America - Savings	100,153.15
Total Bank Accounts	\$172,584.01
Accounts Receivable	
Accounts Receivable	89,922.00
Total Accounts Receivable	\$89,922.00
Other Current Assets	
Undeposited Funds	4,485.00
Total Other Current Assets	\$4,485.00
Total Current Assets	\$266,991.01
TOTAL ASSETS	\$266,991.01
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,673.50
Total Accounts Payable	\$2,673.50
Total Current Liabilities	\$2,673.50
Total Liabilities	\$2,673.50
Equity	
Net Assets	178,931.66
Net Income	85,385.85
Total Equity	\$264,317.51
TOTAL LIABILITIES AND EQUITY	\$266,991.01

Aviation Technician Education Council

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

October 2023 - September 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
Conference Income			
Annual Conference Income			
Exhibitor Income	34,000	50,000	68.00 %
Registration Income	101,735	110,000	92.00 %
Sponsorship Income	97,000	110,000	88.00 %
Total Annual Conference Income	232,735	270,000	86.00 %
Legislative Fly-In Income			
Registration Income - Fly-In	5,600	15,000	37.00 %
Sponsorship Income - Fly-In	5,000	17,000	29.00 %
Total Legislative Fly-In Income	10,600	32,000	33.00 %
Total Conference Income	243,335	302,000	81.00 %
Membership Income			
Academic Membership Income	21,600	20,000	108.00 %
AMTS Membership Income	99,600	95,000	105.00 %
Industry Membership Income	39,600	40,000	99.00 %
Total Membership Income	160,800	155,000	104.00 %
Program Services Income			
Advertising Income	9,000	10,000	90.00 %
ATEC Academy	22,432	15,000	150.00 %
Other Income	14,148	5,000	283.00 %
Total Program Services Income	45,580	30,000	152.00 %
Total Income	\$449,715	\$487,000	92.00 %
GROSS PROFIT	\$449,715	\$487,000	92.00 %
Expenses			
Administrative Expenses			
Business Expenses			
Awards	1,685	3,000	56.00 %
Copying and Printing	4,281	8,000	54.00 %
Dues and Subscriptions	6,443	20,000	32.00 %
Insurance	1,989	3,000	66.00 %
Office Expense and Supplies	1,194	1,000	119.00 %
Postage and Delivery	268	500	54.00 %
Telephone and Wifi	1,350	1,800	75.00 %
Total Business Expenses	17,209	37,300	46.00 %
Fees			
Bank Service Charge	126	200	63.00 %
Credit Card Fees	8,203	7,000	117.00 %
Total Fees	8,329	7,200	116.00 %
Professional Fees			
Accounting	395	1,000	40.00 %
Communications	5,425	15,000	36.00 %

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Graphics & Design	15,066	15,000	100.00 %
Legal	1,375	3,000	46.00 %
Legislative		10,000	
Management	146,250	195,000	75.00 %
Training Consultants	10,758	15,000	72.00 %
Total Professional Fees	179,269	254,000	71.00 %
Travel Expense			
Lodging	3,376	3,500	96.00 %
Meals and Entertainment	1,197	2,500	48.00 %
Registration Fees	649		
Transportation	2,356	9,500	25.00 %
Total Travel Expense	7,578	15,500	49.00 %
Total Administrative Expenses	212,386	314,000	68.00 %
Conferences Expense			
Annual Conference Expenses			
Audio Visual	23,307	3,000	777.00 %
Copying and Printing	9,625	10,000	96.00 %
Facility Cost	22,298	30,000	74.00 %
Food and Beverage	85,483	80,000	107.00 %
Transportation	8,749	20,000	44.00 %
Travel	2,481	4,000	62.00 %
Total Annual Conference Expenses	151,943	147,000	103.00 %
Annual Legislative Fly-In			
Copying and Printing		3,000	
Food and Beverage		10,000	
Travel		3,000	
Total Annual Legislative Fly-In		16,000	
Total Conferences Expense	151,943	163,000	93.00 %
Total Expenses	\$364,329	\$477,000	76.00 %
NET OPERATING INCOME	\$85,386	\$10,000	854.00 %
NET INCOME	\$85,386	\$10,000	854.00 %

AVIATION TECHNICIAN EDUCATION COUNCIL

POLICY ON CONFLICTS OF INTEREST

ARTICLE I: PURPOSE

The Aviation Technician Education Council (“ATEC” or the “Council”) is dedicated to fostering aviation maintenance technician education. The Council aspires to achieve the highest levels of professional excellence and service to the public in accomplishing its mission and goals. As a not-for-profit organization, ATEC operates exclusively for charitable purposes, and it must operate with the highest ethical standards. The purpose of this conflicts of interest policy is to protect ATEC’s interest when it is contemplating entering into a transaction or arrangement that might benefit (or appear to benefit) the private interest of a director or officer of ATEC. This policy is intended to supplement but not replace any applicable state laws governing conflicts of interest applicable to nonprofit and charitable organizations.

ARTICLE II: DEFINITIONS

Any director, officer, or member of a committee with board-delegated powers who has a direct or indirect financial interest, as defined below, is an Interested Person.

A person has a financial interest if the person has, directly or indirectly, through business, investment or family—

- an ownership or investment interest in any entity with which ATEC has a transaction or arrangement, or
- a compensation arrangement with ATEC or with any entity or individual with which ATEC has a transaction or arrangement, or
- a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which ATEC is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are substantial in nature.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate board or committee decides that a conflict of interest exists.

ARTICLE III: PROCEDURES

1. Duty to Disclose

In connection with any actual or possible conflicts of interest, an Interested Person must disclose the existence of his or her financial interest and must be given the opportunity to disclose all material facts to the directors and members of committees with board-delegated powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the board or committee, the Interested Person shall leave the board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Addressing the Conflict of Interest

- a. An Interested Person may make a presentation at the board or committee meeting, but after such presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement that results in the conflict of interest.
- b. The president of the board shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c. After exercising due diligence, the board or committee shall determine whether ATEC can obtain a more advantageous transaction or arrangement with reasonable efforts from a person or entity that would not give rise to a conflict of interest.
- d. If a more advantageous transaction or arrangement is not reasonably attainable under circumstances that would not give rise to a conflict of interest, the board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in ATEC's best interest and for its own benefit and whether the transaction is fair and reasonable to ATEC and shall make its decision as to whether to enter into the transaction or arrangement in conformity with such determination.

4. Violations of the Conflicts of Interest Policy

- a. If the board or committee has reasonable cause to believe that a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b. If, after hearing the response of the member and making such further investigation as may be warranted in the circumstances, the board or committee determines that the member has in fact failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

ARTICLE IV: RECORDS OF PROCEEDINGS

The minutes of the board and all committees with board-delegated powers shall contain:

1. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the

financial interest, any action taken to determine whether a conflict of interest was present, and the board's or committee's decision as to whether a conflict of interest in fact existed.

2. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection therewith.

ARTICLE V: COMPENSATION

A voting member of the board of directors who receives compensation, directly or indirectly, from ATEC for services is precluded from voting on matters pertaining to that member's compensation.

ARTICLE VI RESPONSIBILITY

Each director, officer, and member of a committee with board-delegated powers shall—

1. receive a copy of the conflicts of interest policy,
2. read and understand the policy,
3. comply with the policy, and
4. understand that ATEC is a charitable organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish its tax-exempt purpose.

ARTICLE VII: PERIODIC REVIEWS

To ensure that ATEC operates in a manner consistent with its charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- Whether partnerships, joint ventures, and arrangements with management organizations conform to ATEC's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess transaction.

ARTICLE VIII: USE OF OUTSIDE EXPERTS

When conducting the periodic reviews as provided for in Article VII, ATEC may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the board of directors of its responsibility for ensuring periodic reviews are conducted.

Welcome to the 2024 edition of the ATEC Survey

Oliver Wyman and the Aviation Technician Education Council (ATEC) are conducting a survey of FAA Aviation Maintenance Technician Schools (AMTS) to assess key trends in aviation maintenance education and guide future association activities and priorities.

Schools are asked to make one submission per location. For those institutions with multiple campuses, survey response requests were sent to the primary contact at each location.

Please complete all questions. If actual data is not available, use estimates. Only skip a question if the requested information is not tracked and estimates are not attainable. Partial submissions could negatively affect aggregate results and therefore may not be included in the survey's final analysis.

Results of this survey will be published in the ATEC Pipeline Report; participating schools will be listed in the publication.

Specific identifying information regarding degrees, programs, accreditations offered, program duration, enrollment, anticipated graduates, and graduation dates will be included in ATEC Directories. If you do not wish to have submitted information included in these resources, please send notification to atec@atec-amt.org. All other response information will be kept confidential and only reported in the aggregate.

Only schools with an FAA part 147 certificate are asked to respond. Survey responses are due July 12.

Please click "Next" to get started. Thank you for your time and thoughtful responses.

Q0. TERMS OF USE AND PRIVACY POLICY

To continue with the survey, please accept Oliver Wyman's Terms of Use.

You agree to Oliver Wyman's [Terms of Use](#) and acknowledge that we use personal information as outlined in our [Privacy Policy](#).

- a. Yes, I agree to Oliver Wyman's Terms of Use and Privacy Policy.
- b. No, I do not agree to Oliver Wyman's Terms of Use and Privacy Policy

What is the name of your institution?

- a. Drop down list of all certificated A&P schools
2. How many additional training locations are listed on your AMTS operations specifications?
 - a. Open-Ended Response
3. What factors contribute most significantly to boosting enrollment at your A&P program? (Check all that apply.)
 - a. Ability to usher students through the training cycle more efficiently under the new part 147
 - b. Ability to open additional training locations under the new part 147
 - c. Pathway program with a local high school
 - d. Marketing and advertising campaigns (social media, print media, web searches, etc.)

- e. None of the above
 - f. Other (please specify)
4. What are the most significant barriers to increasing enrollment at your A&P program?
(Check all that apply.)
- a. Burdensome Federal Aviation Administration regulatory requirements
 - b. Burdensome federal or local Department of Education regulatory or accreditation requirements
 - c. Program cost and/or inaccessibility to student financial aid
 - d. Insufficient marketing or lack of effective marketing and/or enrollment management expertise or resources
 - e. Insufficient career and/or program awareness
 - f. Inability to hire and retain faculty
 - g. Insufficient facilities, tools, materials, and/or equipment
 - h. Unavailable or inaccessible local, state, and/or federal government funding for the program(s)
 - i. Other (please specify)
5. How many AMTS students graduated from the program in 2023?
- a. Open-Ended Response
6. How many AMTS students initially enrolled with the 2023 graduating class? (Note: this data point is used to calculate the graduation rate.)
- a. Open-Ended Response
7. How many AMTS students graduated in 2023 and obtained their FAA mechanic certificate (with both or either rating)?
- a. Open-Ended Response
8. How many AMTS students are anticipated to graduate in 2024?
- a. Open-Ended Response
9. Of the 2023 AMTS graduates...(Answer in whole numbers, not percentages)
- a. How many are military veterans?
 - b. How many identify as female?
 - c. How many identify as being of African American, American Indian/Alaska Native, Asian and Pacific Islander, or Hispanic origin?
 - d. How many are foreign nationals?
 - e. What was their average age in 2023?
 - f. How many were employed within 60 days after graduation?

10. Of the 2023 AMTS graduates employed within 60 days after graduation... (Answer in whole numbers, not percentages) Ideally the answers would add up to the number provided in 14.f., not sure if Qualtrics allows for that.
 - a. How many were hired by an aviation-related employer?
 - b. How many were hired by a non-aviation-related employer?
 - c. How many took a job outside the local geographic area?
11. Of the 2023 graduates employed by an aviation-related employer, how many were placed in each of the following sectors? (Answer in whole numbers, not percentages.) Ideally the answers would add up to the number provided in 15.c.
 - a. Major airlines (Passenger)
 - b. Major airlines (Cargo)
 - c. Regional airlines
 - d. Business aviation
 - e. Repair stations
 - f. Manufacturers (OEMs)
 - g. General aviation
 - h. Emerging applications
12. What types of involvement by industry appear to be most successful for recruiters (i.e., what best entices a student to seek out a particular employer)? (Check all that apply or rating?)
 - a. Internship programs
 - b. Apprenticeship programs
 - c. Student job opportunities (i.e., employment while enrolled in school)
 - d. Tuition reimbursement programs
 - e. FAA testing reimbursement programs
 - f. Guaranteed interviews
 - g. Mentorship programs
 - h. Career fair involvement
 - i. Signing bonuses or other initial monetary/benefit perks
 - j. Other
13. What was the beginning average hourly starting pay for a 2023 AMTS program graduate with a mechanic certificate?
 - a. Open-Ended Response
14. What was the beginning average hourly starting pay for a 2023 AMTS program graduate that did not obtain a mechanic certificate?
 - a. Open-Ended Response

15. How does your AMTS approach mechanic testing? (check all that apply.)
- a. Students take the general knowledge test when they complete the general portion of the curriculum
 - b. Students take the powerplant and/or airframe written, oral, and practical directly after completing that portion of the curriculum
 - c. Students take all testing after graduating the program
 - d. Some students test early utilizing 65.80
16. What are the most significant barriers to obtaining a mechanic certificate for AMTS program graduates? (Check all that apply.)
- a. Unavailable or inaccessible access to Designated Mechanic Examiners
 - b. Unavailable or inaccessible access to knowledge test centers
 - c. High test costs
 - d. Job offers that do not require a mechanic certificate as a condition of employment
 - e. Lack of preparation/fear of testing/life distraction
 - f. Other (please specify)
 - g. None of the above
17. What are some topics you would like to see covered in the ATEC Journal, online webinars, and/or annual events? Any other general comments or feedback, or clarifications on your answers to the questions above?
- a. Open-Ended Response



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Flight Plan

In support of the ATEC:

- Mission: To promote and support aviation maintenance technician education
- Vision: To enable the aviation maintenance technician education community to meet the aerospace industry's workforce needs
- Values: Advocacy, Professionalism, Education, Safety

Goals

Objectives

2021

2022

2023

2024

I. Strengthen the organization

A. Maintain a strong brand

- Update and maintain [outreach toolkit](#) for member use
- Deliver 12 newsletters and 12 special alerts

- Deliver 12 newsletters and 12 special alerts
- Hold quarterly outreach meetings

- Maintain newsletter and alert distribution, identify additional resources to amplify through social media
- Hold quarterly outreach meetings

- Maintain newsletter and alert distribution, social media presence, identify additional resources to ensure regular presence in trade magazines
- Hold quarterly outreach meetings

B. Improve operations infrastructure

- Revise bylaws to provide for non-part 147 educational members

- Research and budget for content management system (CMS)

- Build CMS functionality to streamline administration

- Release CMS platform and new web presence

C. Ensure financial sustainability

- Increase members by 10%
- Maintain 70% market share of current part 147 schools
- Maintain reserves

- Increase members by 10%
- Capture 75% market share of current part 147 schools
- Increase non-dues revenue by 15%
- Increase savings to four months of operating capital

- Increase members by 10%
- Capture 80% market share of current part 147 schools
- Increase non-dues revenue by 15%
- Increase savings to five months of operating capital

- Increase members by 10%
- Increase non-dues revenue by 15%
- Capture 85% market share of current part 147 schools
- Increase savings to six months of operating capital

Primary Responsibility:	Membership	Annual Conference	Regulatory	Legislative	Communications
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Goals	Objectives			
	2021	2022	2023	2024
<i>D. Grow and enhance contact base</i>	<ul style="list-style-type: none"> Increase contact base by 20% Increase LinkedIn followers by 20% 	<ul style="list-style-type: none"> Increase contact base by 20% Increase LinkedIn followers by 20% 	<ul style="list-style-type: none"> Increase contact base by 20% Increase LinkedIn followers by 20% 	<ul style="list-style-type: none"> Increase contact base by 20% Increase LinkedIn followers by 20%
<i>E. Create strategic partnerships</i>	<ul style="list-style-type: none"> Develop roadmap for strategic partnerships 	<ul style="list-style-type: none"> Implement plan 	<ul style="list-style-type: none"> Implement plan 	<ul style="list-style-type: none"> Implement plan
II. Serve the Membership				
<i>A. Promote aviation maintenance education</i>	<ul style="list-style-type: none"> Support and market Choose Aerospace curriculum to meet goal of 500 users Support and market Choose Aerospace scholarship opportunities Push for increased funding for FAA workforce programs 	<ul style="list-style-type: none"> Support and market Choose Aerospace curriculum to meet goal of 1,000 users Support and market Choose Aerospace scholarship opportunities to increase offerings Speak at four industry events 	<ul style="list-style-type: none"> Support and market Choose Aerospace curriculum to meet goal of 2,000 users Support and market Choose Aerospace scholarship opportunities to increase offerings Speak at four industry events 	<ul style="list-style-type: none"> Support and market Choose Aerospace curriculum to meet goal of 4,000 users Support and market Choose Aerospace scholarship opportunities to increase offerings Speak at four industry events
<i>B. Leverage grassroots network to advocate on Capitol Hill</i>	<ul style="list-style-type: none"> Introduce ATEC to transportation and education committee members Push part 147 direct rule Push ACS publication 	<ul style="list-style-type: none"> Introduce ATEC to all members of the U.S. House and Senate 	<ul style="list-style-type: none"> Introduce ATEC to all new members of the U.S. House and Senate 	<ul style="list-style-type: none"> Introduce ATEC to all new members of the U.S. House and Senate Research feasibility of hiring DC-based lobbying support

Committee Assignments:	Membership	Annual Conference	Regulatory	Legislative	Communications
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Goals

Objectives

	2021	2022	2023	2024
<i>C. Promote sound regulatory policy and uniform application</i>	<ul style="list-style-type: none"> Participate in ACS working group Engage on part 147 rulemaking Draft part 147 guidance materials Facilitate military to civilian career transition 	<ul style="list-style-type: none"> Participate in ACS working group Implement new part 147 and ACS Formal creation of Emerging Technologies subcommittee 	<ul style="list-style-type: none"> Participate in ACS working group 	<ul style="list-style-type: none"> Participate in ACS working group Create working group to formulate ATEC’s position on a part 65 rewrite
<i>D. Enhance networking opportunities, leverage events</i>	<ul style="list-style-type: none"> Hold virtual conference Hold virtual Fly-in 	<ul style="list-style-type: none"> Increase annual meeting attendance by 5% Secure 18 annual conference exhibitors Increase Employer Link participation by 3 companies Increase Fly-in attendance by 10% 	<ul style="list-style-type: none"> Increase annual meeting attendance by 5% Secure 22 annual conference exhibitors Increase Employer Link participation by 3 companies Increase Fly-in attendance by 10% 	<ul style="list-style-type: none"> Increase annual meeting attendance by 5% Secure 24 annual conference exhibitors Increase Employer Link participation by 3 companies Increase Fly-in attendance by 10%
<i>E. Produce tools and resources</i>	<ul style="list-style-type: none"> Release Pipeline Report and AMTS directory Hold monthly educational webinars Release model project library 	<ul style="list-style-type: none"> Release Pipeline Report and AMTS directory Hold monthly educational webinars Release model AMTS system 	<ul style="list-style-type: none"> Release Pipeline Report and AMTS directory Hold monthly educational webinars Release ODA quality system template 	<ul style="list-style-type: none"> Release Pipeline Report and AMTS directory Hold monthly educational webinars

Committee Assignments:	Membership	Annual Conference	Regulatory	Legislative	Communications
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ATEC Board of Director Slate
Sept. 20, 2024

Position	Composition	Elected	Term Exp	Term	First	Last	Organization	Sector
Director	Industry (1 of 5)							Business aviation
Director	Industry (2 of 5)	2018	2027	2nd	Kim	Pritchard	Zipline	Emerging technologies
Director	Industry (3 of 5)	2020	2028	2nd	Sean	Gallagan	Aviation Workforce Solutions	Training consultant
Director	Industry (4 of 5)							
Director	Industry (5 of 5)	2023	2027	1st	Greg	Emerson	American Airlines	Commercial aviation
Director	Academic (1 of 1)	2021	2025	1st	Daniel	Phillips	Grand Island Public Schools	High school
Director	AMTS (1 of 7)							
Director	AMTS (2 of 7)	2020	2028	2nd	Mark	Holloway	Aviation Institute of Maintenance	Private, proprietary
Director	AMTS (3 of 7)							
Director	AMTS (4 of 7)	2023	2027	1st	Scott	Sykes	US Aviation Academy	Private, proprietary
Director	AMTS (5 of 7)	2023	2027	1st	Suzanne	Markle	Pittsburgh Institute of Aeronautics	Private, not-for-profit, 2-year
Director	AMTS (6 of 7)	2023	2027	1st	Sheryl	Oxley	Tulsa Tech	Public, 2-year
Director	AMTS (7 of 7)	2023	2027	1st	James	Smith	Marshall University	Public, 4-year
President	Officer (1 of 3)	2017	2026	2nd	James	Hall	WSU Tech	Public, 2-year
Vice President	Officer (2 of 3)	2020	2026	2nd	Jared	Britt	Southern Utah University	Public, 4-year
Treasurer	Officer (3 of 3)	2024	2026	1st	Michael	Sasso	Cape Cod Community College	Public, 2-year
Immediate Past President	Past President (1 of 1)	2016	2026	2nd	Gary	Hoyle	Retired	Training consultant

Directors shall serve four-year terms and shall not serve consecutive terms. Directors may be re-elected for additional terms after a one-year hiatus from the board. The immediate past president shall serve a two-year term and may serve consecutive terms as immediate past president in the event the residing president also serves consecutive terms.

Draft

ATEC Academy
Training Consultant Agreement

This Training Consulting Agreement (“Agreement”), effective as of ~~November 15, 2023~~ July 1, 2024 (the “Effective Date”), by and between the Aviation Technician Education Council, (hereinafter "ATEC"), and Sean Glassberg (“Consultant”).

WHEREAS, Consultant is engaged in the business of providing professional development training to faculty and educational institutions;

WHEREAS, ATEC is a trade association which desires to provide professional development opportunities to its member organizations and their instructors; and

WHEREAS, the parties desire to work together to create courses to support teacher training for aviation maintenance programs as part of the ATEC Academy.

NOW, THEREFORE, in consideration of the above, and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, ATEC hereby engages Consultant to provide training services on the terms and conditions hereinafter set forth:

(1) Training Services

ATEC hereby engages Consultant as an independent contractor to provide ~~a~~-training courses to registered attendees, as further described in Exhibit A (the “Course”). The parties agree that the Course outline provided in Exhibit A is subject to change as the course is further developed, and at the agreement of both parties.

Consultant will develop and deliver all Course materials.

ATEC will market the Course, process and manage Course enrollment, cover all costs associated with the classroom facilities and any necessary food and beverage, and, in its sole discretion, determine Course registration fees.

(2) Compensation

In exchange for providing the Course, ATEC shall pay Consultant a training services fee (the “Fee”) of \$6,500 for each Course cohort of up to according to the number of 20 training registrants (“Trainees”) ~~and the following schedule:~~

Number of Trainees	Fee
Up to 10	\$5,000 USD
11-20	\$6,500 USD
21-30	\$8,000 USD

Upon receipt of invoice from Consultant, ATEC shall pay three thousand dollars (\$3,000) ~~upon the Effective Date~~ thirty (30) days before each Course start date (the “Initial Payment”). The remaining balance due (“Final Payment”) ~~, which will be dependent on final Course enrollment,~~ is payable upon receipt of invoice from Consultant and at the conclusion of the ~~Term as set forth in Article 4~~ Course.

ATEC Academy
Training Consultant Agreement

(3) Course Schedule

ATEC and Consultant will work together to schedule Course offerings at a mutually agreeable time and location. ATEC reserves the right, at its sole discretion, to cancel any scheduled Course for any reason with a notice period of more than thirty (30) days prior to the Course commencement date.

(3)(4) Consideration for Future Opportunities

In the event that ATEC is satisfied with the quality of the Course provided by the Consultant, and ATEC decides to engage a training consultant for future opportunities ~~within twelve (12) months following the completion of the initial Course~~, ATEC agrees to consider the Consultant as a candidate for such engagements. Positive feedback from Trainees and satisfactory performance evaluation from ATEC facilitators will be factors considered by ATEC when evaluating Consultant for future training opportunities. To aid ATEC's quality assessment, Consultant agrees to support development of a survey to solicit feedback from Trainees at the conclusion of the Course.

(4)(5) Expense Reimbursement

ATEC will reimburse Consultant for airfare up to \$600, or higher if it can be demonstrated that less expensive options were not available. Upon the submission of receipts, ATEC will also reimburse Consultant for all reasonable expenses including travel, meals, and necessary training aids. ATEC will coordinate necessary hotel accommodation for Consultant at ATEC's expense.

(5)(6) Term

This Agreement shall commence on the Effective Date and continue ~~until the conclusion of the Course on June 30, 2024~~ for two (2) years. The agreement may be extended upon mutual agreement by both parties.

(6)(7) Termination

ATEC may terminate this Agreement for any reason and, in its sole discretion, ~~if less than ten (10) Trainees have enrolled in the Course by February 1, 2024~~. If ~~this any Course Agreement~~ is cancelled due to insufficient enrollment, the Consultant is entitled to retain the Initial Payment and ATEC is not obligated to make Final Payment to the Consultant.

In addition, either party may terminate this Agreement in the event of a material default by the other party. The non-defaulting party shall provide written notice of the default to the defaulting party, specifying the nature of the default. The defaulting party shall have ten (10) calendar days from the date of receipt of the notice to cure the default. If the defaulting party fails to cure the specified default within the given time frame, the non-defaulting party may terminate this Agreement upon written notice of termination to the defaulting party.

In the event ATEC terminates this Agreement for default, the Consultant shall promptly return the Initial Payment to ATEC. ATEC shall not be obligated to make Final Payment to the Consultant.

ATEC Academy
Training Consultant Agreement

In the event Consultant terminates this Agreement for default, ATEC shall promptly pay any outstanding Fees owed upon termination.

~~(7)~~(8) Materials and Intellectual Property

All Course materials and information developed by Consultant pursuant to this Agreement are and shall be the sole property of ATEC and may be used by ATEC at any time for any purpose it requires. Such materials include without limitation, the compilation of resources, lesson plans, Course notes, Course recordings, Trainee assignments, and improvements and derivatives thereof. At the conclusion of the Course, or upon termination, all such materials and information shall be delivered by Consultant to ATEC.

Consultant will permit ATEC to record any portion of the Course for distribution and resale by ATEC, in ATEC's sole discretion.

~~(8)~~(9) Confidentiality

During the term of this Agreement, the parties agree to take all reasonable precautions to prevent the unauthorized disclosure of any and all proprietary information, trade secrets, or other sensitive materials disclosed or exchanged during the course of the training, and shall not, without prior written consent, disclose or use such information for any purpose other than as necessary to fulfill the obligations under this Agreement. This includes, but is not limited to, Trainee contact information, business strategies, or other information deemed confidential by either party. This confidentiality obligation shall survive the termination or expiration of this Agreement.

~~(9)~~(10) Warranty

Consultant warrants that he is the sole owner of the presentation materials and/or has full power and authority to make this Agreement; that the presentation materials do not infringe any copyright, violate any property rights, or contain any scandalous, libelous, or unlawful matter. Consultant will defend, indemnify, and hold harmless ATEC against all claims, suits, costs, damages, and expenses that ATEC may sustain by reason of any scandalous, libelous, or unlawful matter contained or alleged to be contained in the presentation materials or any infringement or violation by the presentation materials of any copyright or property right; and until such claim or suit has been settled or withdrawn, ATEC may withhold any sums due to Consultant under this Agreement.

~~(10)~~(11) Force Majeure

Neither party hereto will be liable or responsible to the other for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including, but not limited to, acts of God, strikes, epidemics, war, riots, civil unrest, flood, fire, tsunami, volcano, sabotage, air space closure, ground stop(s), a U.S. Department of State Travel Warning or any other circumstances of like character.

~~(11)~~(12) Independent Contractor

ATEC Academy
Training Consultant Agreement

Consultant acknowledges that it is engaged as an independent contractor and is not an ATEC employee, partner, joint venturer, or agent of ATEC. Consultant acknowledges that ATEC shall have no responsibility to provide insurance or other fringe benefits normally associated with employee status. Consultant is solely responsible for all taxes, withholdings, and other statutory or contractual obligations of any sort.

IN WITNESS WHEREOF, the undersigned, hereby certifying that they are authorized to do so, have executed this Agreement on behalf of the parties on the dates indicated below.

For ATEC:

Date:

James Hall, President

For Sean Glassberg:

Date:

Sean Glassberg

ATEC Academy
Training Consultant Agreement

Professional Development for New Educators Course Agenda

~~Location: Tucson, Arizona~~
~~In-Person Dates: March 16-17, 2024~~

Part I – “Take-off”

Day 1

- 8am: Welcome and Introductions
 - Facilitators
 - Ice Breaker, “How did I land here?”
- 9am: Rationale for the Academy
 - Review of Academy Syllabus
 - Explanation of Assignments and Expectations
 - Discussion of “What Makes a Good Teacher”
- 10am: Break
- 10:15am: Pedagogy – The Nuts & Bolts of Teaching
 - Creating a Culture of Learning
 - Planning Your Semester or Module of Teaching and Learning
 - Lesson Planning 101
- 12pm: Lunch Break
- 1pm: Pedagogy – The Nuts & Bolts of Teaching
 - Lesson Planning 101, continued
 - Assessment 101 – Formative and Summative Assessment Techniques
- 2:30pm: Break
- 2:45pm: Your Institutional Support Systems
 - Academic Supervisors
 - Library Resources
 - Career Services
 - Services for Veterans
- 4pm: Reflections and Adjourn for the Day

Day 2

- 8am: Welcome and Ice-Breaker
- 8:30am: Interactive Teaching – Keeping Students Engaged, Old-School Style
 - Multiple Intelligence Theory
 - Student Learning Preferences
 - Active Teaching Techniques and Collaborative Learning
- 10am: Break
- 10:15am: Interactive Teaching, Continued
 - Life By PowerPoint
 - Enhancing Lecture Time
- 11:30am: Reflections and Reaching Altitude
 - Thoughts and Questions
 - Looking Ahead – Surveying the Skies

Part II – “Cruising at Altitude”

Trainees will build on the knowledge and skills obtained during Part I.

Virtual One-Hour Sessions

- ~~Monday, April 15, 2024, 12pm (EST)~~—Educational Apps and Technology
- ~~Monday, May 13, 2024, 12pm (EST)~~—Managing Student Behavior
- ~~Monday, June 10, 2024, 12pm (EST)~~—Developing Effective Rubrics

Assignments

1. **Classroom Observation Report**

Each Trainee will observe a peer at their respective institution and prepare a one-page report in which the instruction is described and analyzed.

~~Assignment Due Date: Friday, April 12, 2024~~

2. **Interview Report**

Each Trainee will interview an aviation maintenance instructor who has taught for at least ten years. The Trainee will ask questions related to teaching experiences, student behavior management, assessment and evaluation, communication, student engagement, and general successes and challenges. The Trainee will then develop a two-page report summarizing what they learned from the interview.

~~Assignment Due Date: Friday, May 10, 2024~~

3. **Recorded Lesson**

Each Trainee will record a 30-minute lesson and submit the recording along with the lesson plan used for the lesson.

~~Assignment Due Date: Friday, June 7, 2024~~

4. **Monthly Reflections**

Each Trainee will submit a one-page reflection in which they describe their teaching experiences and what they are learning from those experiences. Each Trainee will meet with the ATEC Academy facilitator to review one reflection in a virtual meeting.

~~Assignment Due Dates: End of April, May and June~~

Part III – “The Safe Landing”

At the end of June, with all assignments completed and assignments submitted and evaluated, each Trainee will become a graduate of ATEC Academy.



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2024 ATEC Washington Fly-In

Tuesday, September 17

5:00 pm to 6:30 pm

Welcome Happy Hour

Sen. Jerry Moran, Ranking Member, Subcommittee on Aviation Safety, Operations, and Innovation (R-KS) (WSU Tech to invite)

Wednesday, September 18

9:00 am to 9:30 am

Welcome, Introductions, and Breakfast

Commonwealth Strategic Partners, 50 F St SW Suite 1240

9:30 am to 10:00 am

Keynote Address

Get an overview of what's on the FAA's regulatory agenda and policy initiatives impacting aviation technician education.

Michael Whitaker, Administrator, FAA (invited)

10:00 am to 11:30 am

Policy Briefing and Roundtable

Join FAA officials from the office of aviation safety in a roundtable discussion on implementation of the new part 147, testing capacity, emerging airman certification standards for mechanic certification, and more.

Paul Clark, Senior Vice President of Federal Programs, PSI Services (invited)

Tanya A. Glines, Aviation Safety Inspector, Aircraft Maintenance Division, FAA (invited)

Kevin Morgan, Airmen Section Manager, Aircraft Maintenance Division, FAA (invited)

Trey McClure, Delegation Group Manager, FAA (invited)

Everette Rochon, Training and Certification Group Manager, FAA (invited)

11:30 am to 12:30 pm

Lunch and Transportation Safety Update

Jennifer Homendy, Chair, National Transportation Safety Board (ATEC to invite)

12:30 pm to 1:30 pm	<p>Introducing the 2024 Pipeline Report</p> <p>Each year, ATEC publishes the Pipeline Report, a study charting mechanic workforce trends. Get an advance look at this year’s findings and data points attendees can share with congressional representatives.</p> <p><i>Livia Hayes, Director, Oliver Wyman CAVOK</i></p> <p><i>Devon Holden, Technical Specialist, Oliver Wyman CAVOK</i></p>
1:30 pm to 2:00 pm	<p>Networking Break</p>
2:00 pm to 3:30 pm	<p>Connecting the Dots: Aviation Workforce Priorities</p> <p>The inclusion of multiple aviation workforce development provisions in the 2024 FAA reauthorization bill stands as a testament to the efficacy of coalition-building and the collective impact of industry efforts. Join us to gain perspectives from representatives of various aviation stakeholder groups on their legislative priorities.</p> <p><i>Women in Aviation Committee Member, Airlines for America, Teamsters, AMFA, ARSA, RAA, etc.</i></p>
3:30 pm to 4:00 pm	<p>Wrap Up and Congressional Meeting Prep</p> <p>Get an overview of the ATEC legislative issues and marching orders for the next day’s hill meetings.</p>
5:30 pm to 7:30 pm	<p>Dinner</p> <p><i>Rep. Sam Graves, Chairman, Transportation & Infrastructure Committee (R-MI) (AMFA to invite)</i></p> <p>Rep. Patola, Chief of Staff</p>

Thursday, September 19

9:00 am to 4:00 pm	<p>Congressional Meetings on Capitol Hill</p> <p>Attendees attend self-scheduled meetings with representatives and senators.</p>
12:00 pm to 1:00 pm	<p>Box Lunch and ATEC Pipeline Report Brief</p> <p>Join invited congressional staffers for a media brief on the 2024 Pipeline Report and what it means for aviation technical workforce development.</p> <p><i>Rep. Rick Larsen, Ranking Member, Transportation & Infrastructure Committee (D-WA) (AMFA to invite)</i></p>

4:00 pm to 5:30 pm

Reception and Presentation of the Legislative Leadership Award

Sen. Tammy Duckworth, Chair, Aviation Safety, Operations and Innovation Subcommittee (D-IL) (AMFA to invite)

Dan Hillenbrand?

Friday, September 20

8:00 am to 12:00 pm

Board Meeting and Breakfast (open to all)—Hilton The Wharf, 975 7th St SW