AVAT13014 *Aviation Safety Management Systems*
Term 2 - 2019

Profile information current as at 05/05/2024 05:10 pm

All details in this unit profile for AVAT13014 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

In this unit you will gain an insight into aviation safety management systems. You will learn the skills to establish a safety management system tailored to an individual aviation operation considering organisational structures, accountabilities, policies and procedures. You will also gain knowledge about the International Civil Aviation Organisation's mandate for member states to establish a State Safety Program and how each organisation within a state is required to establish a Safety Management System subject to the rules and regulations of that jurisdiction.

Details

Career Level: *Undergraduate*
Unit Level: *Level 3*
Credit Points: *6*
Student Contribution Band: *8*
Fraction of Full-Time Student Load: *0.125*

Pre-requisites or Co-requisites

Prerequisites: AVAT13011 Aviation Human Factors (Air Transport Pilot Licence) and AVAT11006 Aviation Law
Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the Assessment Policy and Procedure (Higher Education Coursework).

Offerings For Term 2 - 2019

- Bundaberg
- Cairns
- Online

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.

Class and Assessment Overview

Recommended Student Time Commitment
Each 6-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

Regional Campuses
Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

Metropolitan Campuses
Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview
1. **Written Assessment**
Weighting: 30%
2. **Presentation**
Weighting: 30%
3. **Written Assessment**
Weighting: 40%

Assessment Grading
This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the University's Grades and Results Policy for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the CQUniversity Policy site.
You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the CQUniversity Policy site.

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Analyse the elements of a safety management system in an aviation environment
2. Evaluate organisational structures, accountabilities, policies and procedures for the development of a safety management system
3. Research information on state safety programs and safety management systems
4. Critique a safety management system.

N/A. There is no external accreditation.

Alignment of Learning Outcomes, Assessment and Graduate Attributes

— N/A Level	○ Introductory Level	○ Intermediate Level	● Graduate Level	○ Professional Level	○ Advanced Level

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Written Assessment - 30%		●		
2 - Presentation - 30%	●	●	●	●
3 - Written Assessment - 40%	●		●	●

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes			
	1	2	3	4
1 - Communication	●	●	●	●
2 - Problem Solving		●		●
3 - Critical Thinking		●		●
4 - Information Literacy	●	●	●	●
5 - Team Work				
6 - Information Technology Competence	●	●		●
7 - Cross Cultural Competence			●	●
8 - Ethical practice	●	●	●	●
9 - Social Innovation				
10 - Aboriginal and Torres Strait Islander Cultures				

Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Written Assessment - 30%	•	•		•				•		
2 - Presentation - 30%	•	•	•	•		•	•	•		
3 - Written Assessment - 40%	•	•	•	•		•	•	•		

Textbooks and Resources

Textbooks

There are no required textbooks.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)

Referencing Style

All submissions for this unit must use the referencing style: Harvard (author-date)
For further information, see the Assessment Tasks.

Teaching Contacts

John Blair Unit Coordinator
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Schedule

Week 1 - 15 Jul 2019

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to SMS.	N/A.	

Week 2 - 22 Jul 2019

Module/Topic	Chapter	Events and Submissions/Topic
Regulatory Framework.	N/A.	

Week 3 - 29 Jul 2019

Module/Topic	Chapter	Events and Submissions/Topic
Operation Risk Management.	N/A.	

Week 4 - 05 Aug 2019

Module/Topic	Chapter	Events and Submissions/Topic
The Human Element 1.	N/A.	

Week 5 - 12 Aug 2019

Module/Topic	Chapter	Events and Submissions/Topic
The Human Element 2	N/A.	

Vacation Week - 19 Aug 2019

Module/Topic	Chapter	Events and Submissions/Topic
No lecture.	N/A.	

Week 6 - 26 Aug 2019

Module/Topic	Chapter	Events and Submissions/Topic
Safety Management Systems 1.	N/A.	

Week 7 - 02 Sep 2019

Module/Topic	Chapter	Events and Submissions/Topic
Safety Management Systems 2.	N/A.	

Week 8 - 09 Sep 2019

Module/Topic	Chapter	Events and Submissions/Topic
Safety Auditing.	N/A.	

Week 9 - 16 Sep 2019

Module/Topic	Chapter	Events and Submissions/Topic
Quality Management 1.	N/A.	

Week 10 - 23 Sep 2019

Module/Topic	Chapter	Events and Submissions/Topic
Individual presentations.	N/A.	Individual presentations. **Presentation (Individual)** Due: Week 10 Monday (23 Sept 2019) 7:00 am AEST

Week 11 - 30 Sep 2019

Module/Topic	Chapter	Events and Submissions/Topic
Quality Management 2.	N/A.	

Week 12 - 07 Oct 2019

Module/Topic	Chapter	Events and Submissions/Topic
Review.	N/A.	**Group Work** Due: Week 12 Monday (7 Oct 2019) 11:00 am AEST

Review/Exam Week - 14 Oct 2019

Module/Topic	Chapter	Events and Submissions/Topic
Exam.	N/A.	

Exam Week - 21 Oct 2019

Module/Topic	Chapter	Events and Submissions/Topic
Exam.	N/A.	**Final Exam** Due: Exam Week Monday (21 Oct 2019) 11:45 pm AEST

The following book is optional:
Safety Management Systems in Aviation
2nd Edition
Alan J. Stolzer and John J. Goglia
ISBN / EAN: 9781472431783

Assessment Tasks

1 Group Work

Assessment Type
Written Assessment

Task Description
Work in groups and submit a written assignment.
The content will be discussed during lectures.

Assessment Due Date
Week 12 Monday (7 Oct 2019) 11:00 am AEST

Return Date to Students
Exam Week Monday (21 Oct 2019)

Weighting
30%

Assessment Criteria
Assessment Criteria
High distinction standard
* the answer is very well written and clearly expressed
* there is a demonstrated appreciation and understanding of the issues involved
* the answer is well structured and logically organised
* demonstrated mastery of referencing system
* there is evidence of a comprehensive analysis of the issues
* conclusions are backed by well-reasoned arguments demonstrating a detailed insight and analysis of issues
* comprehensive coverage of all relevant issues
Distinction standard
* the answer is well written and expressed
* the answer is structured and logical
* the issues have been reasonably well identified and appreciated
* there is correct use of referencing
* issues have been analysed
** there is a comprehensive coverage of the issues
Credit standard
*the answer is generally well written and expressed
* the answer is structured and sequential
* referencing is satisfactory
* issues are identified and addressed
* there has been an attempt to analyse some of the issues
* the coverage of issues is reasonably comprehensive often with a good treatment and analysis of
particular points
* depth of treatment is often lacking in some of the issues.
Pass standard
* the answer is able to be followed and understood
* the answer could perhaps be better organised and structured
* the referencing may need improvement
* issues may need to be identified and addressed in more depth
* analysis when present may be incorrect
* sometimes the conclusions reached are simple

* there may be quantities of material of marginal relevance included in the answer.
Fail standard
* the answer may be significantly short of the required length
* the written expression is poor and difficult to understand
* the answer is poorly organised
* there has been a failure to identify and address the issues in the question
* referencing is generally inadequate
* the reasoning and application demonstrated is poor
* frequently there is much irrelevant material.

Referencing Style

- [Harvard (author-date)](#)

Submission
Online

Learning Outcomes Assessed

- Evaluate organisational structures, accountabilities, policies and procedures for the development of a safety management system

Graduate Attributes

- Communication
- Problem Solving
- Information Literacy
- Ethical practice

2 Presentation (Individual)

Assessment Type
Presentation

Task Description
This is an individual presentation due in week 10.

The content will be discussed during lectures.

Exact date of presntations will be confirmed with individually with students.

Assessment Due Date
Week 10 Monday (23 Sept 2019) 7:00 am AEST
Must submit PPT by Monday 22 Sep. 7am.

Return Date to Students
Review/Exam Week Monday (14 Oct 2019)

Weighting
30%

Assessment Criteria
Quality of the academic content
1. How well does the student know and understand the material?
2. How well has the student researched the topic?
3. How well has the student demonstrated self-reflection on the topic?
4. How well does the student answer questions?
Quality of the delivery
1. How well does the student use visual aids, whiteboard, demonstrations to support the presentation (as appropriate for F2F, ISL or Zoom)?
2. How well has the student organised the presentation (introduction, main body and discussion/conclusion)?
3. How well does the student pace the presentation? Are some parts rushed? Did they finish on time?
Quality of the communication
1. Was the student confident and fluent in the use of English
2. How well did the student engage the audience? Did they use appropriate body language and eye contact? Did they actively listen to observer's questions?
3. Was the student easy to hear, did they speak clearly?

Referencing Style

- [Harvard (author-date)](#)

Submission
Online

Learning Outcomes Assessed

- Analyse the elements of a safety management system in an aviation environment
- Evaluate organisational structures, accountabilities, policies and procedures for the development of a safety management system
- Research information on state safety programs and safety management systems
- Critique a safety management system.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

3 Final Exam

Assessment Type
Written Assessment

Task Description

Assessment Due Date
Exam Week Monday (21 Oct 2019) 11:45 pm AEST

Return Date to Students

Weighting
40%

Assessment Criteria
Closed book.

Referencing Style

- [Harvard (author-date)](#)

Submission
No submission method provided.

Learning Outcomes Assessed

- Analyse the elements of a safety management system in an aviation environment
- Research information on state safety programs and safety management systems
- Critique a safety management system.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the **Student Academic Integrity Policy and Procedure**. This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?
A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?
A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?
For academic advice and guidance, the Academic Learning Centre (ALC) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?

Be Honest
If your assessment task is done by someone else, it would be dishonest of you to claim it as your own

Seek Help
If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)

Produce Original Work
Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem