

Federal Advisory Committee Act (FACA) Requirements

Presented to:

Women in Aviation Advisory Board

By:

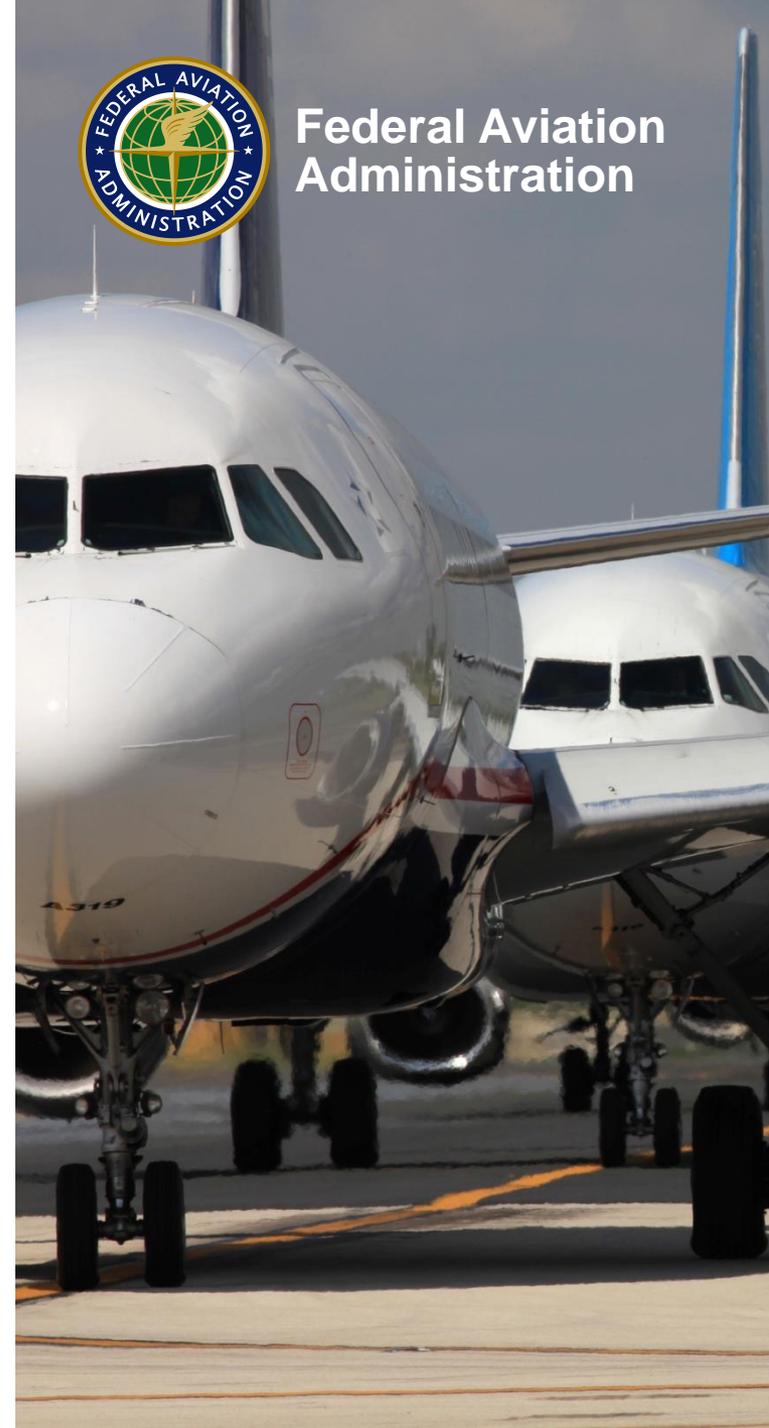
Alexandra R. Randazzo, AGC-400
FAA Office of the Chief Counsel

Date:

August 11, 2020



Federal Aviation
Administration



Federal Advisory Committee Act

- FACA governs the WIAAB activities
- FACA dictates that:
 - Unless specified by a law or presidential directive, federal advisory committees (FAC) must be used solely for advisory functions
 - Congress and the public must be kept informed of the advisory committee's purpose, membership, activities, and cost
- FACA includes requirements on:
 - Advisory committee procedures
 - Meetings
 - Publication of notices in the *Federal Register*
 - Federal officer responsibilities
 - Recordkeeping
 - Annual Reports



Establishing a Federal Advisory Committee

- A charter must be filed with the agency head, the Library of Congress, the appropriate Senate/House standing committees, and the Committee Management Secretariat before a FAC can meet or take any action
- *Federal Register* notice was required when establishing the advisory committee
 - Must appear at least 15 calendar days before the charter is filed
- A FAC terminates two years after its date of establishment unless otherwise provided by statute or renewed
 - The Board will terminate upon submittal of the report to the FAA Administrator and Congress



Meetings

- Agency must publish a *Federal Register* notice at least 15 calendar days before the meeting, including:
 - Date, time, place, and purpose of meeting
 - Summary of the agenda, and/or topics to be discussed
 - A statement whether all or part of the meeting will be closed
- Agency, through the Designated Federal Officer (DFO), manages arrangements for meetings, including:
 - Approving and attending the meetings called
 - Approving agenda of the meetings
 - Adjourning any meeting when he or she determines to be in the public interest
 - Chairing meetings when directed by Agency head



Records/Minutes

Agency:

- Ensures detailed minutes are kept and certified of each FAC meeting within 90 days of meeting, including ones that are closed or partially closed to the public
 - The Chair must certify the accuracy of meeting minutes
- Makes minutes and other documents available to the public at a single location for copying and inspection (unless related to closed/partially closed meeting)
 - FACA requires that a FAC reports, transcripts, minutes, appendixes, working papers, studies, agenda, or other documents which were made available to or prepared for or by the FAC be made publicly available, unless they are subject to a Freedom of Information Act (FOIA) exemption
- Manages committee records in accordance with General Records Schedule 6.2



Membership

- The Secretary will appoint all FAC membership, including the Committee chairs, to parent committee, and subcommittee members
- Non-voting membership designations are prohibited unless otherwise required by statute
- All nominations must be reviewed by the FAA Ethics Official for proper classification prior to submission to the Office of the Secretary



Member Responsibilities

- Prepare all committee reports, recommendations, and other similar committee work products based on FAA taskings
- Attend all meetings called by the DFO
- Speak with Congress and the media only in his or her personal capacity, not on behalf of the FAC
- Unless prior approval is received, members should not receive or discuss information concerning matters which would be covered by what are known as FOIA exemptions 4 and 6
 - trade secrets, commercial or financial information
 - records, the release of which would constitute a clearly unwarranted invasion of personal privacy



Subcommittee

- FAC subcommittees must report back to the parent committee and must not provide advice or work product directly to the agency or to another subcommittee
- Subcommittee must be created by the FAA Administrator
- Not subject to the requirement to hold public meetings unless determined otherwise by the agency
- Not subject to the requirement to announce meetings in the Federal Register
- Not subject to the requirement to take minutes and post those meetings, but there are recordkeeping requirements



Questions???



Federal Aviation
Administration

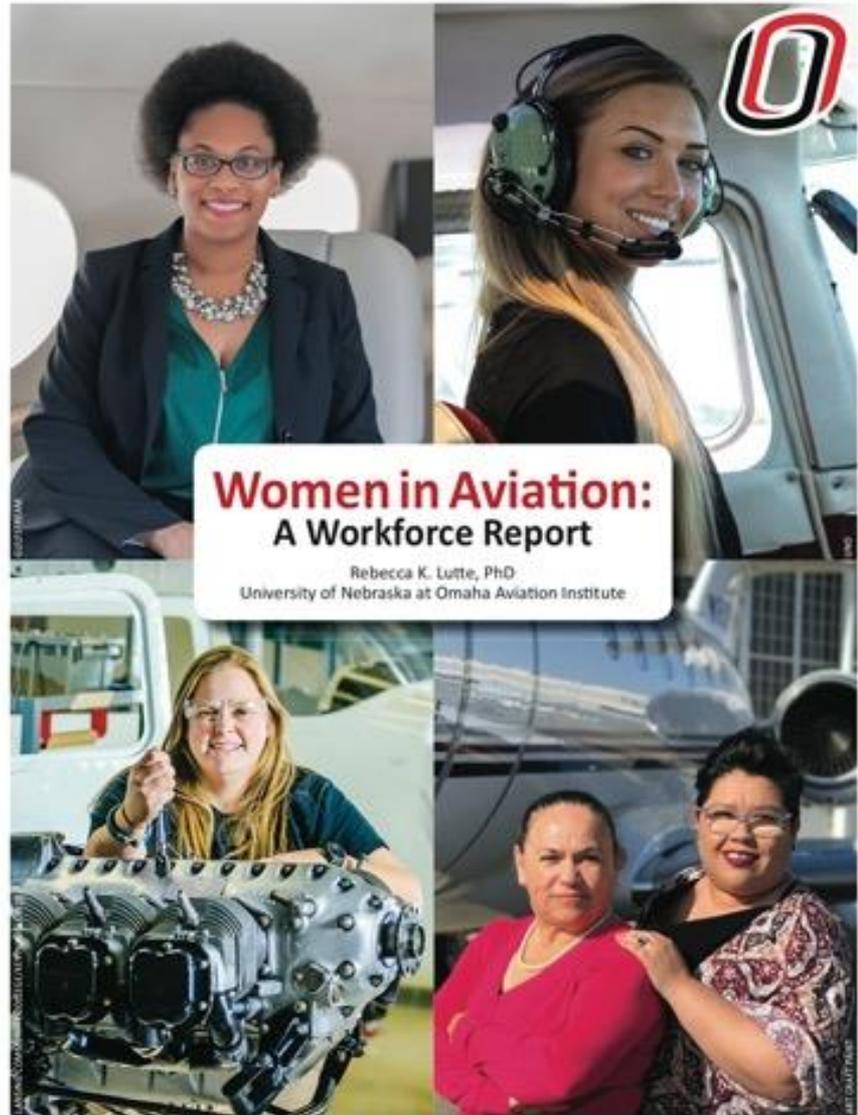
Women in the Aviation Workforce

Dr. Becky Lutte

Associate Professor

University of Nebraska Omaha Aviation Institute

Where are
the gaps?

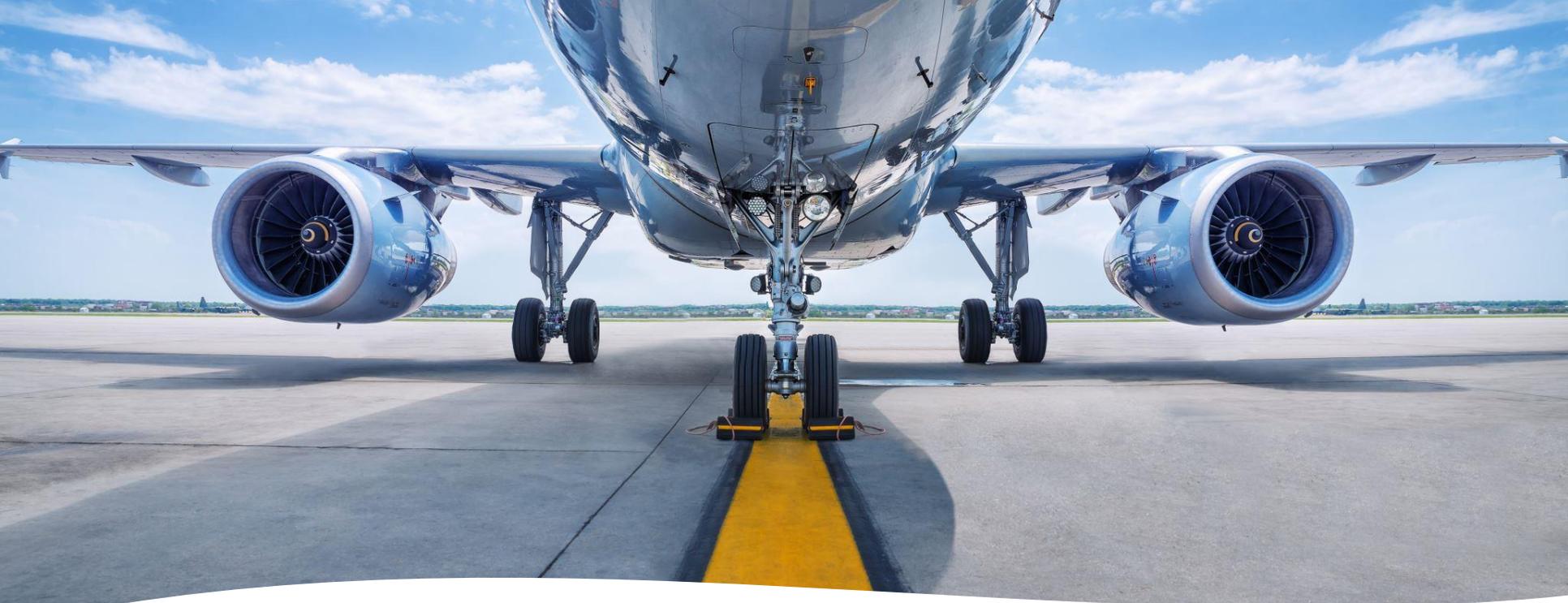




**NASA Nebraska
Space Grant**



% Women in the Field	Occupation
< 5%	Maintenance technicians Airline executives (CEO, COO)
5% - 10%	Pilots
11% - 20%	Aerospace engineers Dispatchers Airport managers Air traffic controllers Aviation higher education leadership Cybersecurity
21% - 30%	FAA employees Aviation higher education faculty
31% - 40%	TSA screeners NTSB employees NASA employees
> 70%	Travel agents Flight attendants



- Aircraft Mechanic: 2.4% (FAA, 2019)
- Dispatchers: 19% (FAA, 2019)
- Air Traffic Controllers: 19% (FAA, 2019)
- Aerospace Engineers: 13% (BLS, 2019)



- Airport Managers: 16.6% (AAAE, 2018)
- Aerospace Industries Association: Aerospace workforce: 24% (AIA, 2018)
- Aviation Higher Education Faculty: 21% (Luedtke, 2019)
- Cybersecurity: 11% (Frost & Sullivan, 2017)



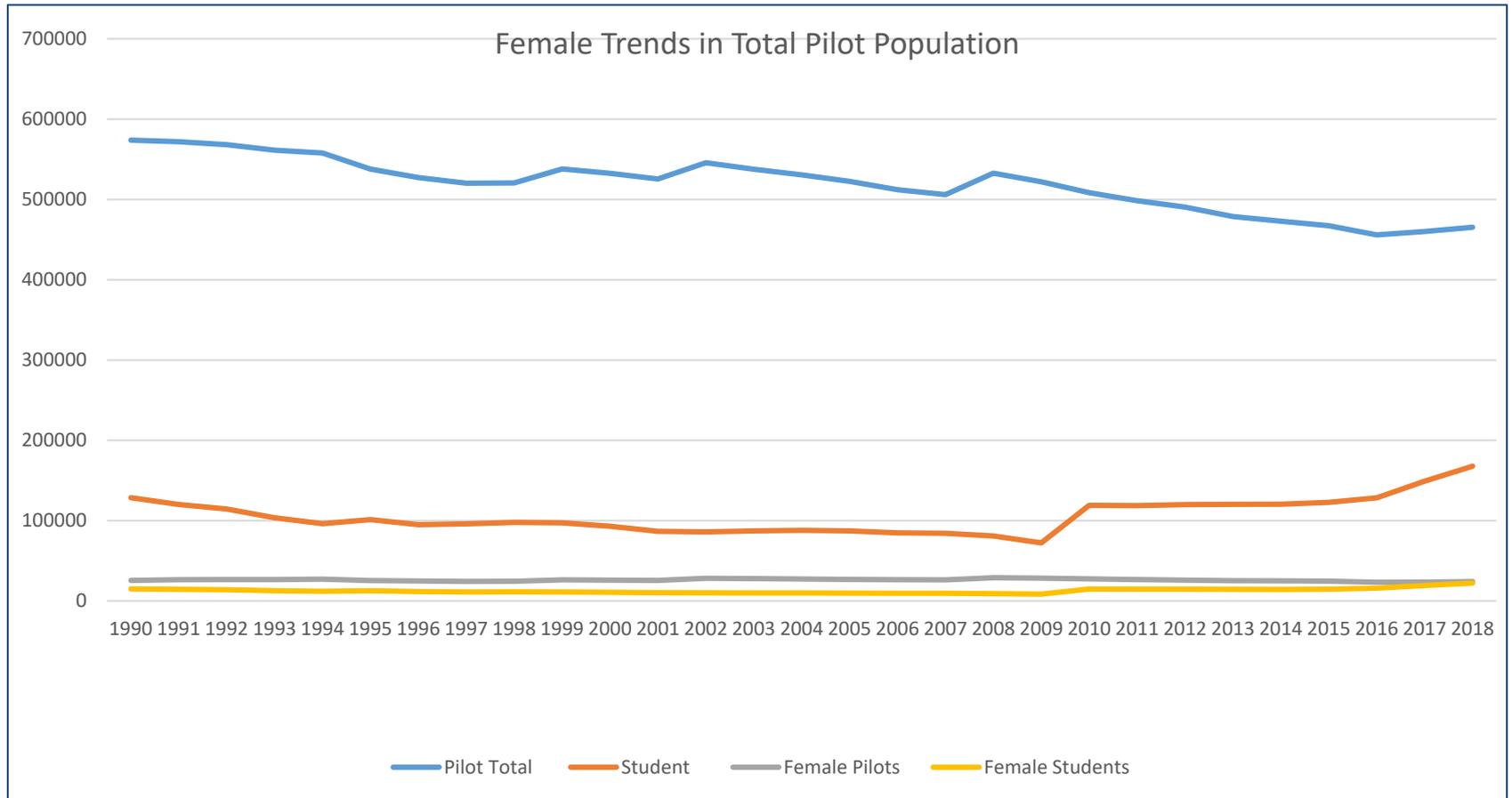
AVIATION FOUNDATION

Women Soar Society



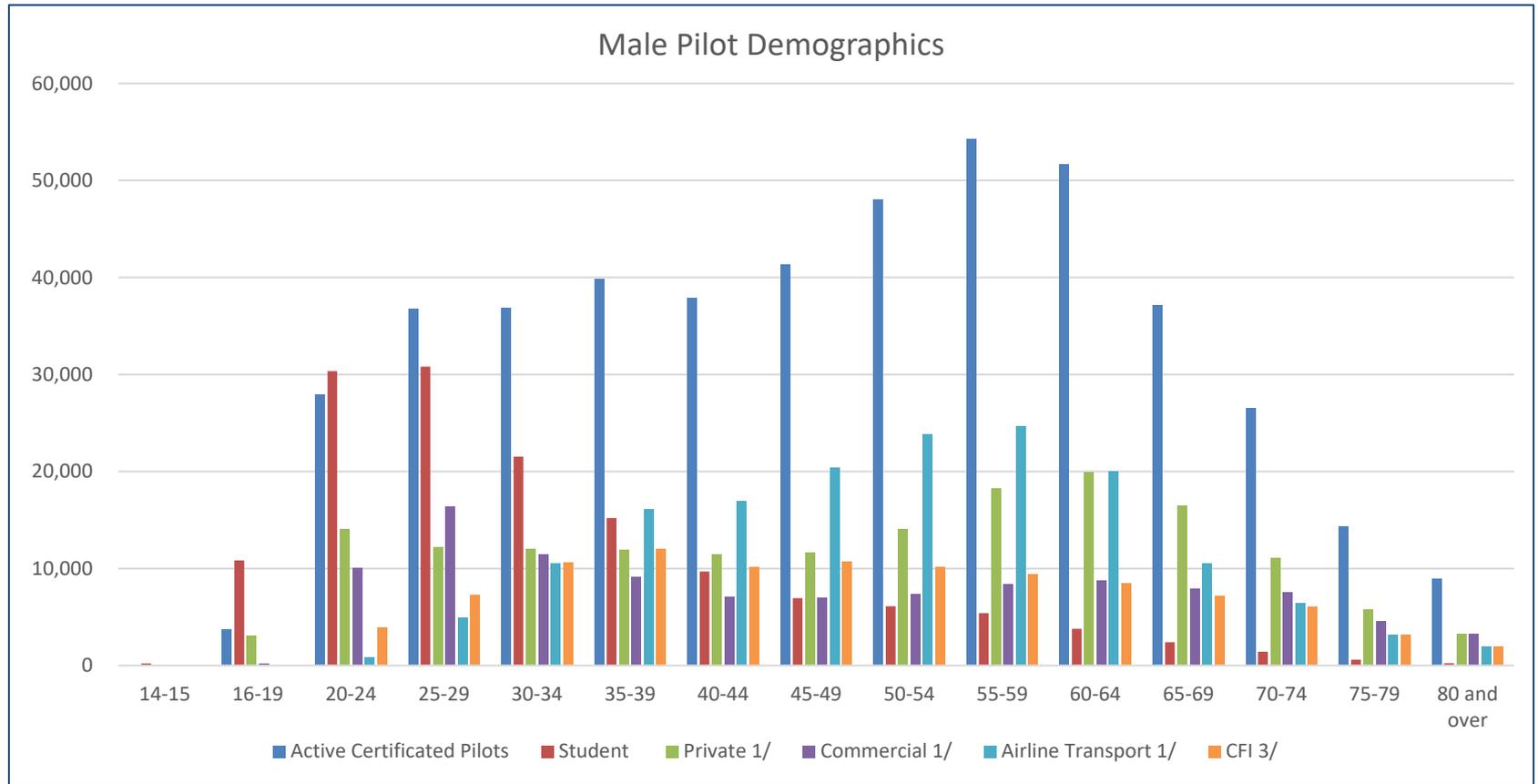
THE SPIRIT OF AVIATION

Female Active Pilot Population



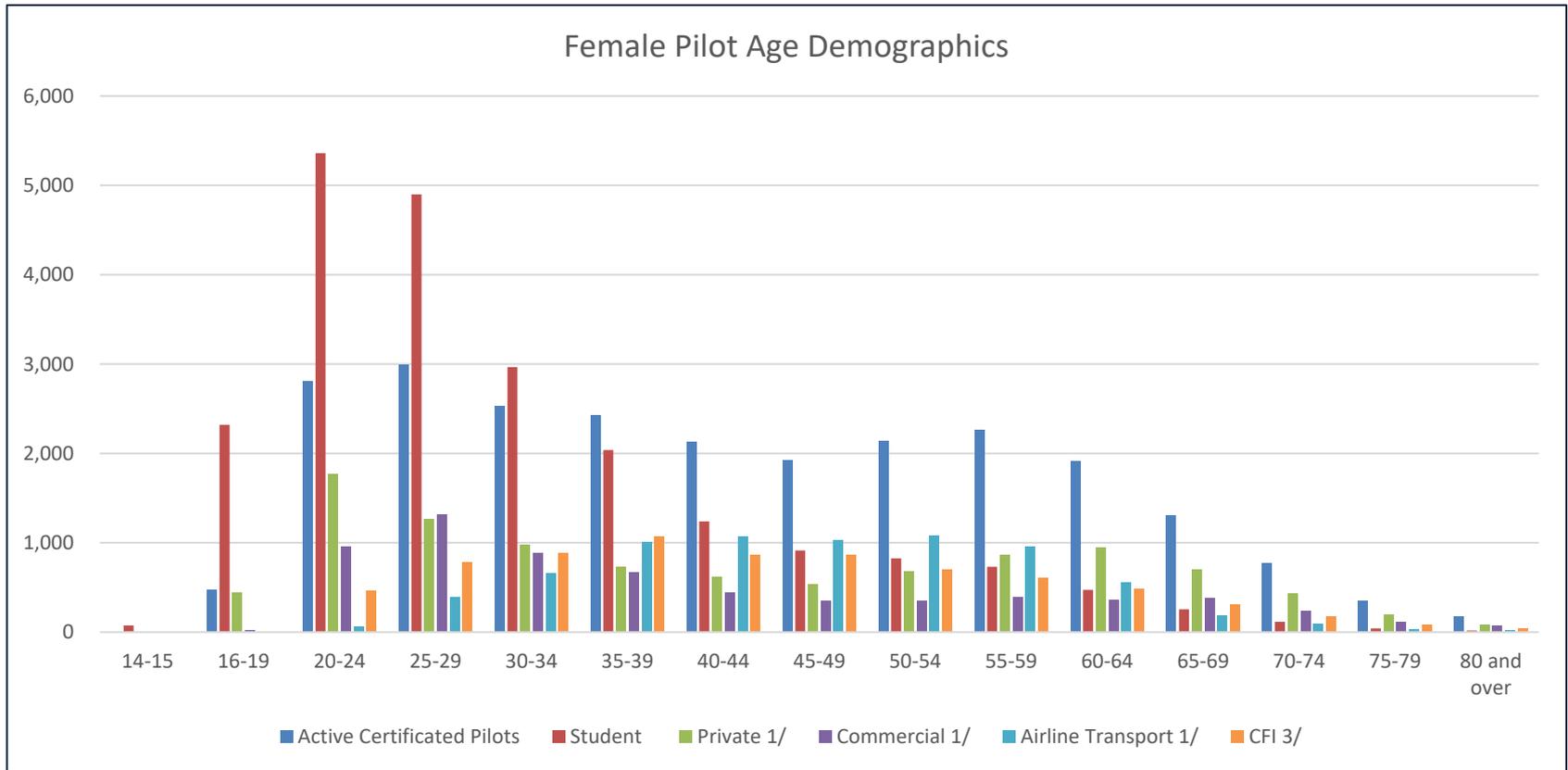
Replacement Rate is Roughly Equal to Exit rate

Male Pilot Lifecycle



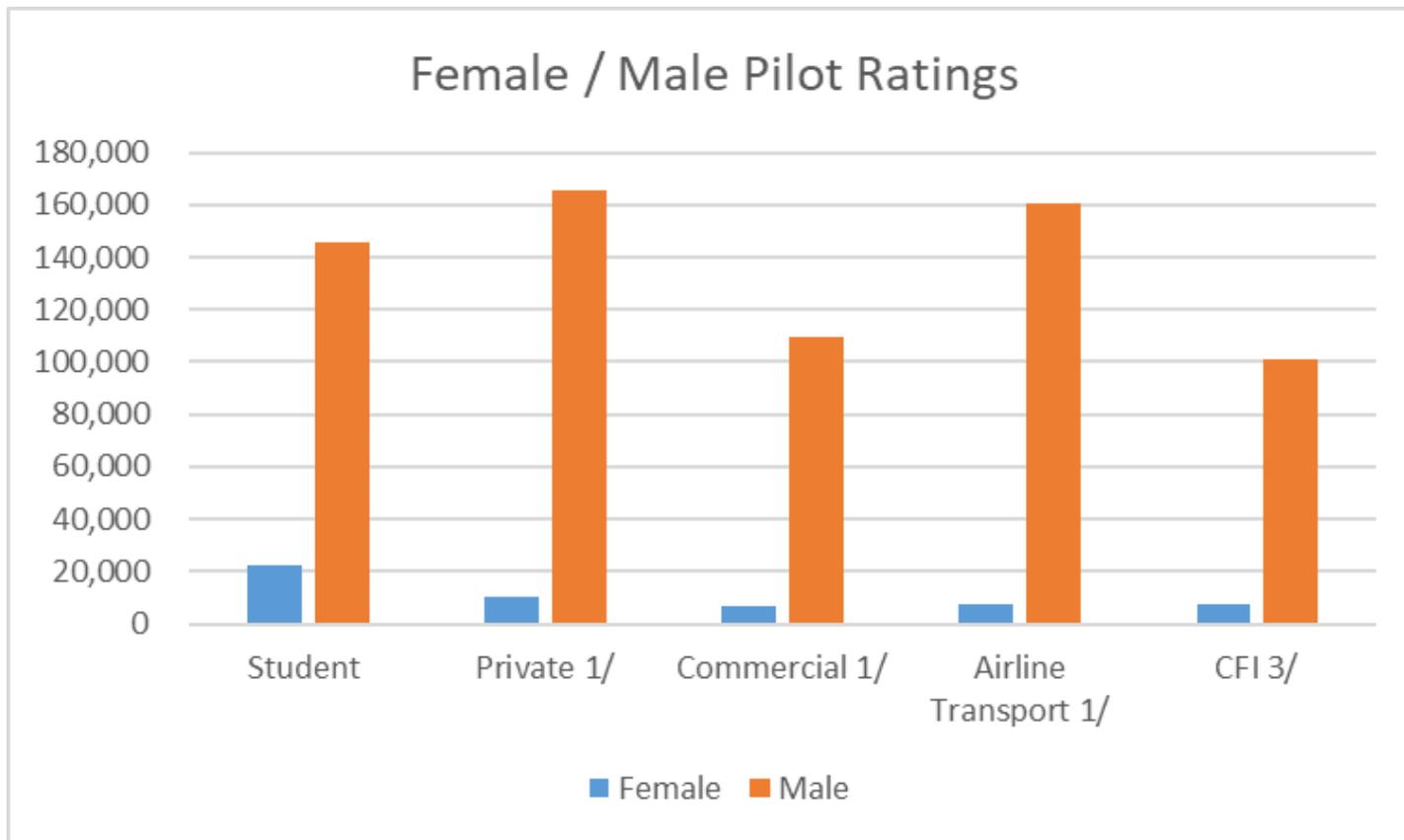
Men Convert Early and Remain Active Flyers

Female Pilot Lifecycle



*Women Do Not Complete their Training
And They Struggle to Remain Active Pilots*

Female/Male Relative Populations



*Women Comprise 13% of All Students,
But Only 6-7% of All Pilots*

Why do women fly?



Traditional Outreach Program Miss the Mark

Approximately 57% of Surveyed Women in Aviation Report NOT Having Participated in a Youth Aviation Outreach Program

Most Aviation Programs Focused on Female Outreach are Based on STEM: Science, Technology, Engineering, Math

Glut of STEM Grant Funding Requires STEM Foundation

- Aviation Outreach Begins with STEM
- Studies Show that Girls Age 12-15 Self-Eliminate Out of STEM Tracks
- Interest Does NOT Recover

“If You Aren’t Interested in STEM, Aviation Isn’t Interested in You”

Why Do Women Fly?

In research by Dr. Rebecca Lutte, professional female pilots reported their motivation for flying:

- Passion for Aviation (87%)
- Perceived as Adventurous (86%)
- Perceived as Fun (85%)
- Desire to Prove Personal Abilities (81%)
- Desire for Challenge (80%)

According to a 2010 AOPA survey:

- 76% of Women Enter Aviation for ***Recreational*** Purposes

Focusing Recruitment Efforts on Professional Opportunities May Sub-Optimize General Aviation AND Professional Female Pilots

Understanding These Motivations Should Guide Outreach Efforts

More Data Needed

To Increase Female Pilot Population:

- Tap into Known Motivations
- Market to Women 18-34
- Remove Training Barriers to Achieve High Conversion

BUT: More Data is Needed:

- FAA Data on Female Cohort Conversion and Exit
- WHY do Women Leave Aviation? What Are their Barriers to Remaining Active Pilots?
- WHO and HOW Can We Help Re-Enter Aviation?

Any Effort Must be Able to Set and Measure Performance of Recruitment, Conversion, Retention, and Re-Entry Targets

Increasing the Female Pilot Population Must be Multi-Faceted Strategy



IAWA
SOARING THROUGH

THE GLASS CEILING

Driving advancements and making progress in overcoming a long legacy of gender bias within the global aviation and aerospace industry.



The need.

The gap.





The study.

The partners.



Aerospace Industries Association (AIA)



Airlines for America (A4A)



Airports Council International (ACI)



Civil Air Navigation Services Organization (CANSO)



International Air Transport Association (IATA)



International Aviation Womens Association (IAWA)



Korn Ferry – Civil Aviation and D&I Practices (NYSE:KFY)

The participants.



The how.

Administered
in early 2019

2,400
employee
contributions

27%
response rate

4 unique
surveys
50 interviews

Women in
aviation:
1,881

Business
leaders in
aviation: 257

HR leaders in
aviation: 238

Education
leaders in
aviation: 18



The results.



**Reported
inhibitors.**



**The
opportunity.**

Your involvement.

- Raise awareness
- Sponsor philanthropic programs
- Public recognition



Your involvement.

- Close the gap via recognition
- Set diversity objectives
- Publicize a cross-industry "campaign"



"The business case for gender equality does not need more evidence, it needs more action."

- Alina Nassar, President of IAWA

A ACTION
C CHANGES
T THINGS



**Soar
with us.**

IAWA
SOARING THROUGH
THE GLASS CEILING



“While we may be individually strong
we are collectively powerful.”

Women in Aviation Recruitment & Retention Survey

Dr. Becky Lutte

Associate Professor

University of Nebraska Omaha Aviation Institute

What draws women into
aviation &
what makes them want to
stay – or leave?



What draws women into aviation (top 5)

1. Passion for aviation (87%)
2. Perceived as adventurous profession (86%)
3. Perceived as a fun profession (85%)
4. Desire to prove personal abilities (81%)
5. Desire for challenging career (80%)



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THE PREMIER FLYING CLUB IN THE U.S. LOCATED IN NORTHWEST ARKANSAS

We seek **adventure.**
We live **to fly.**
We love **community.**
You can be a part.



FAQs

STAY IN TOUCH

TAKE A TOUR

APPLY NOW

ABOUT LIFT

OUR PROGRAM

ADMISSIONS

LIFE AT LIFT

LIFE AFTER LIFT

CONNECT

BLOG

EXPLORERS WANTED

START YOUR JOURNEY



54%

Early exposure to aviation as a child positively influenced decision to pursue career in aviation



Outreach is essential

- Influencers
 - Parents: 55% positively influenced decision
 - High school counselors: 84% no influence/NA
 - When they did – more negative than positive
 - Mentors: Not a major influence
 - Pursue avn: 23% + influence (pursue)
 - Play a larger role in retention than recruitment (35% +)
 - Opposite gender mentors greater role
 - Open ended responses revealed this is a need

What discourages women from pursuing aviation (top 3)

1. Cost (48%)
2. Perceived existence of good old boy network (35%)
3. Perceived family life impact (27%)

38%

Considered leaving aviation industry



Focus on retention is essential

Why do women stay in aviation (top 5)

1. Passion for aviation (92%)
2. Fun profession (88%)
3. Adventurous profession (84%)
4. Opportunity to prove personal abilities (83%)
5. Challenging career (80%)

What discourages women from staying in aviation

1. Existence of good ole boy network (41%)
2. Cost of required training/education (37%)
3. Family life impact (34%)

Greatest Challenge/Barrier comments summary

1. Workplace culture (287)
2. Cost (272)
3. Family/life/work balance (79)
4. Training related issues (77)
5. Lack of support (72)

Workplace culture: survey comments

- Men were the biggest challenge I have experienced. As a female in aircraft maintenance management, you have to work harder, perform more and basically be held to a higher standard to prove your worth.
- sexism isn't blatantly obvious, but it wears you out over a long period of time
- "you'll never really be one of us"

- A big part of this is learning how to be heard and respected. It takes honing both technical and people skills. Not an overnight thing for most, certainly not for me!
- Overcoming discrimination and harassment.
- So far I am still in high school so nothing has stood in my way but my own fears of future employment due to gender stereotyping.

Family/work/life balance: survey comments

- Poor policies surrounding maternity leave
- Being a mother and trying to juggle "everything".
- Overcoming fear about how it would impact my marriage
- The sacrifice to friends and family
- Expected to work like I don't have a family and expected to parent like I don't have to work.

Training related issues: survey comments

- Finding a reliable CFI
- Not finding a good instructor or flight school.
- Being alone during training.
- I felt like I did not see myself represented in the industry until I began working with a female flight instructor for my instrument rating. Seeing her success made me feel like I could also be successful and truly pursue commercial aviation and flying for an airline.

Lack of support: survey comments

- Not having a woman support system up front or a mentor. I think this is very important
- Not having any women aviation teachers or mentors in college and flight training.
- Not knowing/seeing any women in prestigious commercial aviation positions. Feeling very “alone”
- I feel isolated.

Confidence: survey comments

- Learning to believe in and trust my own abilities.
- Confidence in my skills.
- as with most women, I stand in my own way far too often. Believing in myself and taking risks are two areas where personal growth has led to increased success. The faster or earlier we can get younger women there, the more diverse and inclusive those leadership teams will become.

How does all of this inform action/strategies for recruitment & retention of women in aviation?

- Continued industry focus on cost, family/work balance policies & inclusive workplace culture
- Diverse faculty/flight instructors/leadership
- Youth outreach – awareness, empowerment
- Outreach to influencers
- Active support/mentors