

Owens Community College

Architectural Engineering Technology Advisory Meeting

Date: April 20, 2006

Location: Café Marie – Perrysburg Ohio

Industrial Attendees: Randy Germann, Ray Huber, Mel Mull

Students: None

Owens Attendees: Reed Knowles, Bill Mason, Randy Wharton

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	<ul style="list-style-type: none">▪ Meeting was called to order by Chair Ray Huber at 8:15 a.m.▪ Minutes were distributed and reviewed.▪ The School of Arts & Sciences is going to block scheduling which should help to alleviate the previous mentioned problems with the Physics lab offerings.▪ The 200 level courses mentioned for the 2+2+2 with BGSU would be very basic Architectural Design courses and would be required only for those students seeking Architectural transfer. One of the courses would be a technical elective and the other could be substituted. The Construction students can transfer fairly seamlessly.	<ul style="list-style-type: none">▪ Minutes were approved by all present with the following changes: 1) Under Student Report, the third bullet point should read Physics <u>labs</u> are only being and 2) Under Other, Maureen should be Maureen.
Enrollment and Retention Report	<ul style="list-style-type: none">▪ There was a 1.7% decline in the overall School of Technology enrollment this semester.▪ Program enrollment on the Toledo Campus increased 14 students compared to last spring. The Architectural CAD Operator certificate and Construction Inspector certificate each have one student.▪ Findlay campus Architectural program enrollments are also up 9%.	<ul style="list-style-type: none">▪ Reed Knowles will find out who the one Construction student is before the next meeting.▪ After some discussion, it was decided that Randy Wharton will double check to see how the degree is written on the diploma.
Faculty Report	<ul style="list-style-type: none">▪ Bill Mason mentioned he is teaching two second year classes and one first year class. The second year classes are among the best he has ever had, but he is somewhat discouraged with the first year class who seem to be totally unresponsive.▪ Reed Knowles stated he treats students as though they are in an office atmosphere and does not babysit them. He tells them to make a list of all their questions and then get them answered all at once.	<ul style="list-style-type: none">▪ Suggestion was made to have students fill out formative and summative evaluations on-line. They would not get a grade for the course until the evaluation is submitted.
Student Report	<ul style="list-style-type: none">▪ Student could not make it to the meeting.	

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Outcomes Assessment Report	<ul style="list-style-type: none">▪ The data for the annual report which is for January through December has been assembled.	<ul style="list-style-type: none">▪ A report will be completed and available at the fall meeting.
Outcomes Competency Validation	<ul style="list-style-type: none">▪ Outcomes Competencies are being modified in order to more accurately reflect the content of the program.	
Program and Curriculum Enhancements	<ul style="list-style-type: none">• Reed Knowles has drafted a letter that he is planning to send to high schools that have approximately 100 students attending Owens. Letters will be addressed to drafting instructors and guidance counselors informing them that Juniors and Seniors are eligible to enroll in CIV 101 this summer.	<ul style="list-style-type: none">▪ These students rarely have a clue about what they want to do, so it was suggested to include the catalog program page with the letter and have faculty and industry members talk about the program at the first class meeting.
Equipment, Facilities, and Staffing	<ul style="list-style-type: none">▪ The taping of oral presentations with the new digital camera is under way.▪ Bill Mason reported that the Surveyors will be offering a one-day seminar on identifying flora on May 20. Cost will be \$100 and 6 CEU credits are possible.▪ Reed Knowles mentioned that ncarb.org lists CEU's available. Information is sent to you and the test is taken on-line. The test can be retaken once and if you pass you receive the CEU's.▪ Owens is the perfect place to hold a seminar. Anyone wanting to do so should contact Randy.	<ul style="list-style-type: none">▪ Carpeting in the IET building will be replaced this summer. The back hallway will be tiled.▪ The drafting room will be renovated with a basic divider between 175 and 150.▪ A new cement mixer will be purchased and the current one will be used as a back-up.
Accreditation Status	<ul style="list-style-type: none">▪ There were no issues with the ABET report.	
Other	<ul style="list-style-type: none">▪ Meeting adjourned at 9:10 a.m.	<ul style="list-style-type: none">▪ Ray Huber is Chairman, Maureen Fagans is Vice Chairman, and Mel Mull is Secretary.