Owens Community College

Architectural Engineering Technology Advisory Meeting
Date: October 19, 2011
Location: Industrial & Engineering Technologies, Room 130, Toledo Campus
Industrial Attendees: Rene Haas, Richard Hoppenjans, Ray Huber, Dan Stein, Gary Tipping
Students: None
Owens Attendees: Reed Knowles, Leonard Michaels, Randy Wharton, Stan Paige, Jacey Parks

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	▪ Meeting was called to order by Chair Ray Huber at 8:10 a.m. ▪ Minutes were reviewed and approved by all present with one correction. LEEDS on the second page should be LEED.	▪ Meeting minutes can be found on the Owens website, under Academics, Architectural Engineering Technology, Advisory Committee, Meeting Minutes.
Enrollment and Retention Report	▪ Toledo Campus Architectural program enrollment is down 15 students from last fall to 88 students. The Construction Inspector Certificate has two students enrolled this semester, down one from last fall. ▪ Findlay Campus has 11 students in the program and three in the certificate. ▪ The overall School of Technology (SoT) enrollment has increased this semester to a total of 4,969 from 4,161. ▪ The overall College enrollment has also increased this semester to a total of 17,173 from 16,938. ▪ Jacey Parks, the new in-house Advising Manager for the School of Technology stated that the advising teams and advising specialists for each School will be very beneficial. John Hrivnyak and Cheryl Garlow are part-time advisors that have worked with SoT in the past.	▪ The Findlay Campus does not offer the entire Architectural program, just a couple of the courses. It has been decided to discontinue offering those courses on the Findlay Campus. Students will need to come to Toledo Campus to take all the courses in the program. ▪ The College is now focusing on the retention of students. Starting this spring, new students coming into the College will need to be ready two weeks before classes start. They will need to complete new student orientation and see an advisor before they can attend classes. ▪ Having the in-house full-time Advising Manager, part-time advisor, and part-time success mentor in the building will address one of the concerns cited in the ATMAE report.
Faculty Report	▪ Leonard Michaels stated he usually has 10-15% of his students drop out, but he hasn't seen it this semester. He has been trying to place at least one or two students in companies around town, but has not had much luck this year. The program needs to be upgraded in a way that will make it more marketable. ▪ Reed Knowles reported that students are functioning at a different level than they used to. The entire program and continuous improvement plan will need to be evaluated. More offices are going to Building Information Management (BIM).	▪ Leonard would like to see REVIT (a more advanced BIM AutoCAD package) introduced into the program as most Architectural firms are now beginning to use it.

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Student Report	▪ No student was in attendance.	
Outcomes Assessment Report	▪ A printout of last year's Outcomes Assessment Report from the Accountability Management System (Task Stream) was distributed. It is a summary of how the data was put together, what was reviewed, and what the results were. All goals for each rubric were met or exceeded, so no action was required.	▪ The continuous improvement plan will be reevaluated and updated for next fall.
Outcomes Competency Validation	▪ The committee reviewed and approved the program competencies at a previous meeting.	
Program and Curriculum Enhancements	▪ A copy of the current curriculum was distributed to advisory members. Discussion revolved around the two manual drafting classes as to whether both were needed. ▪ EET 130 Computer Diagnosis was also discussed. It may need to be replaced with an new course called Engineering Problem Solving where MS Word, Excel, PowerPoint and problem solving can be covered. ▪ QCT 115 is a project management course. A section can be run just for Architectural students.	▪ It was decided to keep the first manual drafting course so students can still be taught the fundamentals. The second course could be replaced with a building information software course called REVIT which is an AutoCAD based program. ▪ The Sustainable Construction and LEED topic will be introduced in the Construction Drafting I course and go into more depth in CIV 250. ▪ The School of Technology Interim Co-Deans and Chairs will be meeting with UT to create articulation agreements for as many SoT programs as possible.
Equipment, Facilities, and Staffing	• Nothing to report	
Accreditation Status	▪ A report addressing the issues found during the last visit has been submitted to ATMAE.	▪ ATMAE's response to the report submitted should be received at the ATMAE Conference in November.
Other	▪ Stan Paige, Career Services Representative, hopes that within the next 3-5 years there will be an internship in every program. Each advisory member was given a packet of information on College Central and how to use it. ▪ The meeting adjourned at 8:50 a.m.	▪ A new Vice Chairman and Secretary will be appointed at the next meeting. ▪ Ray Huber is Chairman. The Vice Chairman and Secretary positions need to be filled.