Owens Community College

Combined Automation Electronics Engineering and Electrical/Electronics Engineering Technology Advisory Meeting

Date: March 27, 2008
Location: Café Marie, Secor Road, Toledo, Ohio
Industrial Attendees: Wayne Corggens, Ronald Earl, Don Finney, Bob Harold, Sri Kolla, Chuck Lupien, Jim Olzak,
Student Attendees: Gerald Trudeau
Owens Attendees: Lynn Kendall, Nerur Satish, Bill Shepherd, Don Szymanski

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	• The meeting was called to order at 8:40 a.m. by Chairman Bob Harold.	• Minutes of the previous meeting were reviewed and approved and can be found on the Owens web site.
Enrollment and Retention Report	• The overall EET Department enrollments have increased 19.5% -- from 282 to 337 students compared to last spring. • The Automation Electronics Engineering program enrollment is up 23.1% -- from 13 to 16 students. • EET program enrollments are flat. • The School of Technology conducted tours for several area high school students in February.	• Ron Earl suggested that corporate sponsored scholarships be offered to the brightest high school students in an effort to recruit and retain an employable workforce. Working for the corporation for 2-3 years could be a stipulation of the scholarship.
Faculty Report	• Bill Shepherd reported that the name of the program has been changed to Automation Electronics Engineering as the advisory committee recommended. The Amatrol equipment is in place and working out nicely. More students from other electronics majors are enrolling in Automation classes, so enrollments are decent. • Don Szymanski reported that Visual Basic has replaced C Programming in the first semester of all Electronics majors. Data acquisition is being included in the curriculum as instruments with data software are introduced.	• The equipment in the lab will be upgraded in the near future. • Bill Shepherd is adding alternative energy as a topic in one of the program's classes.
Student Report	• Student Gerald Trudeau stated that he is working in industrial maintenance and his company is supporting him through the Automation Electronics • Engineering program. He finds that the labs and the coursework are good at making him more knowledgeable and confident with the things he is working with everyday. It has also earned him a pay raise.	• Gerald felt that it would be beneficial for each student to have a student-lite version of Workbench.

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Outcomes Assessment Status Report	• Outcomes have been reviewed and most areas met or exceeded expectations. • Areas not meeting expectations were not due to program instruction. • The SLAC (Student Learning and Assessment) Committee is looking at the ways students learn and linking it into the AQIP action project "helping students learn". • As statewide TAGs are formalized there will be much more standardization state-wide.	• A "T" drive has been created for the School of Technology that standardizes the format and makes all the program-related information easily available.
Outcomes Competency Validation	• There has been good benchmarking with competencies as inputs from advisory members are translated into curriculum changes for the program.	
Professional Development, Partnerships and Articulation	• TAG's are being approved and put into place for several courses.	• Clay High School could not make it on the day of the SOT tours due to inclement weather. Ed Ras from Clay will be bringing 30+ students on a special trip for tour of EET programs.
Program and Curriculum Enhancements	• See Faculty Report. • The Automation Electronics Engineering Major name is in place. • QCT 105 was changed from 1 credit hour to 2 to include the First Year Experience topics. • Many of the changes discussed in advisory meetings have been included in the curriculum. • The new Math sequence is in place. • A higher level of Math is allowed as an alternative to the required Math sequence for those who want to continue their education at the four-year level.	• A copy of the program pages from the 2008-2010 college catalog was available for members to review. • Advisory members agreed that labs are an essential component of EET courses.
Equipment, Facilities, and Staffing	• The EET Department requested $50,900 in capital equipment that was approved.	• The robots in the lab will be replaced.
Accreditation Status	• Nerur Satish has volunteered to participate in a NAIT accreditation team site visit this year.	• One faculty member from each of the SOT departments is attending the regular SOT Chair meetings.
Other	• All members were thanked for their commitment and service to the program. • Meeting adjourned at 9:50 a.m.	• Chair-Bob Harold, Vice Chair-Brent Lamarand, Secretary-Bob Plotner