Owens Community College

Electrical/Electronics Engineering Technology Advisory Meeting
Date: April 1, 2010
Location: Charlie's Restaurant, Perrysburg, Ohio
Industrial Attendees: Craig Browne, Wayne Corggens, David Feltner, Don Finney, Sri Kolla, Charles Lupien, Jim Olzak, Robert Plotner, Jim Wolsiffer
Student Attendees: Mark Jones
Owens Attendees: Lynn Kendall, Nerur Satish, William Shepherd, Donald Szymanski; Success Mentor: Janice Skaggs

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	• The meeting was called to order at 9:05 a.m. by Secretary Bob Plotner. • All minutes are posted to the School of Technology website under the appropriate program.	• Minutes of the spring 2009 meeting were reviewed and approved.
Enrollment and Retention Report	• The overall EET Department enrollments have increased 11.8% compared to Spring 2009. • The Electrical/Electronics (EETT) program enrollment is down 3.7% (from 109 to 105 students). • Tech Prep day visits were done for several area schools on February 18 and 19, 2010. Penta Career Center, Toledo Technology Academy, and Clay High School were schools that participated. • The EET Department participated in the "We are IT" event targeted for attracting Women into Engineering/IT field. Several hands-on projects were presented. • The EET Department also participated in the Monroe High School career day event in December.	• Patrick Gill and Janice Skaggs are resident success mentors/advisors in the School of Technology. They are working closely with the Chairs to learn the programs. They are visiting classrooms and talking to students. They are available throughout the semester to be a support system for the students – not just advising. • Students are now being assigned an advisor as they enter into the College.
Faculty Report	• Bill Shepherd reported that the Automation Electronics program is being discontinued. OBR has a minimum requirement for graduates of a program and Automation Electronics did not meet that requirement. There are three different areas (Skilled Trades, EET, and Manufacturing) that provide students to the Automation classes and it is now being streamlined into one area. • Don Szymanksi reported that the Electronics program is stable. The EET 220 CAD Drafting class that has in the past been taken only by electronics students, will now be part of the CAD Technology program starting next spring. EET 120 will be dropped and replaced with CAD 120 (manual drafting). The publishers have dropped the EET 110/EET 211 book by Paytner. The EET Department is in the process of choosing another textbook. Since an overhead projector has been installed in the room Don uses, he will be putting all his	• A 6 axis Fanuc robot was purchased and received in December and is now on-line and in use. Bill Shepherd is putting it into the course that ran this term. The vision system is up and calibrated and a dual check safety system has been programmed into it. • Lynn Kendall and Bill Shepherd will be going to formal training in on this robot in Farmington Hills. • PLC courses will still be offered as technical electives.

	overheads on PowerPoint.	
Student Report	• Student Mark Jones felt the small class sizes (10-15 students) was very beneficial. The instructors were always there to help. Mark feels the hand-on labs are the most efficient way to learn.	
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 was broadened to include representation from a wider cross-section of administrators and faculty members.	• The College is evaluating and working towards adopting the TaskStream system. TaskStream is more than an e-portfolio, it is also an assessment and project management system.
Outcomes Competency Validation	• There is good benchmarking with competencies in the EETT fields as students learn the hardware, software, and electrical/electronic skills for the current marketplace.	• Industry practices are brought into EET courses by the various adjuncts who are working in the field.
Professional Development, Partnerships and Articulation	• Copies of the program spotlight on the Biomedical program that was published in the Owens Career Focus Winter 2010 volume was distributed to advisory members present. • State-wide TAG articulations are in place for EET 101, 102, 110, 201 and 205. They are listed as OET 001, OET 003, OET 005, OET 002 and OET 004, respectively.	• Linda Deutsch is developing a course on photovoltaic power.
Program and Curriculum Enhancements	• The School of Technology is working to consolidate courses such as Automation Controls PLC, Advanced PLC, Robots, Manual Drafting, etc. , between the EET, CAD, SKT and AIM areas to improve cost efficiencies and resource sharing. • The Jobs Office is doing a good job, but most jobs are filled by word of mouth.	• EET 130 will now serve the students in the SKT area as well. • A Job Fair is being hosted on-campus with 20 companies being represented. • Advisory members should let Nerur know if you have any positions available.
Equipment, Facilities, and Staffing	• Computers and hardware in various rooms have been upgraded. • A Fanuc robot with vision system (LR Automatie 200iC with Vision Option) has been acquired. • Two EET rooms (ET 171 and ET 154) have been upgraded with overhead AV systems. • Lab areas will be moved around as space in the old Penta facility comes on-line.	• An upgraded NI (National Instruments) MultiSim license for use in the curriculum's virtual workbench was purchased.
Accreditation Status	• Successfully completed the ATMAE (formerly NAIT) accreditation visit during Spring 2009. Accreditation was awarded to 20 School of Technology programs. Accredited programs in the EET area are: Electrical/Electronics	• One faculty member from each of the SOT departments is attending the regular SOT Chair meetings. Don Szymanski is the EET representative.

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	Technology, Biomedical Electronics, Computer Science, Automation Electronics, and Wide Area Networking.	• Thanks was given to advisory members that helped with the accreditation visit.
Other	• Advisory members were thanked for their commitment and service. • The meeting adjourned at 10:15 a.m.	• Chair-Wayne Corggens, Vice Chair-Jim Wolsiffer, Secretary-Bob Plotner