Owens Community College

Combined Industrial and Automation Electronics and Electrical/Electronics Technology Advisory Meeting
Date: April 12, 2007
Location: Café Marie, Secor Road, Toledo, Ohio
Industrial Attendees: Craig Browne, Bob Harold, Sri Kolla, Chuck Lupien, Jim Olzak, Robert Plotner
Student Attendees: Mark Robertson, Mike Shiminsky
Owens Attendees: Guenter Brunner, Mark Durivage, Nerur Satish, Bill Shepherd, Don Szymanski, Advisor- John Hrivnyak

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	• The meeting was called to order at 9:25 a.m. by Chairman Bob Harold.	• Minutes of the spring and fall 2006 meetings were reviewed and approved and can be viewed on the Owens web site.
Enrollment and Retention Report	• Overall EET Department enrollments for this spring have shown a 10.5% increase. • Industrial and Automation Electronics enrollment is unchanged from last spring. • Electrical/Electronics program enrollment has decreased 12% from last spring to a total of 84 students. • Consideration is being given to program specific advertising in places such as the cable channel guide. • The Reg Rocks event took place over the last two weeks. Chairs and faculty were able to talk with prospective students and their parents. Students wanting to find out more before making a decision were set up with shadowing experiences.	• The new Director of Marketing and the new VP of Business Affairs were both present at the last School of Technology meeting held on March 23. A close working relationship and team synergies are anticipated in the future. • Adding "buzz"words to the web site to make it one of the top responses for search engines is being investigated. • It was suggested to determine which high schools are successful in placing students at Owens and why. Perhaps the process they are using can be duplicated at other high schools.
Faculty Report	• Bill Shepherd commented that program enrollments tend to go up and down for no rhyme or reason. This semester, the individual class enrollments have been decent. There are a number of students not in the Industrial & Automation program taking these classes. • Don Szymanski expressed concerns with the Transfer Assurance Guides (TAG). It is his hope that the standards in the electronics area are at a high level. • Don Szymanski reported that instead of DWG Editor, CG Survey8 is being used. It uses AutoCAD as its engine and can be set up to look like AutoCAD. It cost $2000 for the first seat and the rest were free. This 2D version is also	• Bill Shepherd reported that a field experience has been added to the curriculum in the last semester. Students will have the choice of taking a technical elective or field experience. • Bill Shepherd reported that there are guaranteed changes coming in the Math area. There will be two Math classes for the entire campus. One course in Algebra and the other in Trigonometry. • Bill Shepherd will follow-up on anticipated donation of new or slightly used robot from DeVilbiss.

	being used in the Intro to CAD classes.	
Student Report	• Student Mark Robertson will be graduating this semester. He believes that an internship will be beneficial. He searched a lot of schools before deciding on Owens. He feels he received a very good education. While job opportunities are bleak in Youngstown (where he is from), he would like to stay in Ohio. Mark thought there should be a computer lab in the building to work on assignments and print them out. • Student Mike Shiminsky is also from Youngstown. He felt the current math was somewhat watered down and is concerned that it isn't high enough for a four year institution. He also feels that more people would be interested in the program if it had the word engineering in the title. Taking a tour at O-I helped him to make up his mind to enroll in this program.	• It was decided to change the name of the Industrial and Automation Electronics program to Automation Electronics Engineering Technology. • Students should check with Nerur Satish or their instructors if they want to use the labs. Labs can be opened for students to use, if they request it. • Mark Durivage asked both students to stop by to see him. While some advances have been made on the web site, he would like to get their ideas on what will make it more appealing.
Outcomes Assessment Status Report	• Outcomes for previous semesters were reviewed in EET Department meetings and most of the areas had met or exceeded the outcome expectations. Areas that did not meet them were determined not to be program instruction related.	• A "T" drive was created for the School of Technology to standardize document format and make program information more accessible.
Outcomes Competency Validation	• Program competencies have been revised and are in the new catalog.	• A copy of the new 2007-2008 catalog was circulated at the meeting for members to review.
Professional Development, Partnerships and Articulation	• Bill Shepherd is working closely with the EET lab technician to bring the new AIM equipment with advanced features on-line.	
Program and Curriculum Enhancements	• EET Advanced Digital Circuits has been incorporated into the EET program and is being taught by Richard Molyet. • The Math Department is discontinuing 9 math courses that do not meet state standards. They have created MTH 128 College Algebra and are working on a second course for College Trig and Geometry. Both courses will be 3 credit hours. • The EET 130 web blended offerings are working well.	• QCT 105 Technology in Society will be changed to include topics required for the First Year Experience and increase from one credit hour to two. • The School of Technology is currently in discussions with the Physics Department to narrow the current 5 or 6 offerings down to 2 courses that have lab as well as lecture. The topics required by the accrediting agencies will be included in these courses.

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Equipment, Facilities, and Staffing	• New computers were bought by Computer Services out of Technology fees for rooms IET 167 and 163. • The operating systems on all lab computers have been upgraded to XP-Pro. • The new server in IET 172 is operational.	
Accreditation Status	• Dean Durivage stated that at the time of the last ABET visit, he was under the false impression that if the technology was accredited, so were all the majors under it. • The April 5th NAIT visit went well. Most issues have been resolved with the exception of student advising and outcomes assessment. The evaluator stated that we are a model institution in the way things are laid out.	• At the next ABET visit in 2009 all EET majors will be reviewed for accreditation, with the exception of Wide Area Networking which is NAIT accredited. • One faculty member from each department is attending the regular School of Technology Chair meetings.
Other	• Bob Plotner was appointed secretary, replacing Ghulam Feda. • There is a Third Frontier internship program for people in engineering that will pay for part of the student's wages up to $3000 per year per internship. • Members were thanked for their commitment and service. • Meeting adjourned at 10:30 a.m.	• Chair-Bob Harold, Vice Chair-Brent Lamarand, Secretary-Bob Plotner