

# Owens Community College

Electrical / Mechanical Advisory Meeting

Date: April 24, 2009

Location: Owens Community College, Industrial & Engineering Technologies, Room 130

Industrial Attendees: John Calgie, Matthew French, Marilyn Jacobs, John Jack, Paul Kortier, Michael Welty

Student Attendees: Joel Frenier

Owens Attendees: Maurice Davis, Daniel Francoeur, James Huff, Scott Killy, Herman Kurrelmeier

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	<ul style="list-style-type: none"> <li>▪ The meeting was called to order at 9:10 a.m. by Scott Killy.</li> <li>▪ Introductions were made.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Minutes of the spring 2008 meeting were reviewed and approved.</li> <li>▪ Change of mathematic requirement from MTH128 to MTH151 &amp; MTH152 to start 2010 catalog.</li> </ul>
Enrollment and Retention Report	<ul style="list-style-type: none"> <li>▪ Electrical Major program enrollments are up 81 students to 387 from spring 2008.</li> <li>▪ The electrical certificates are up 1 student to 37.</li> <li>▪ The Mechanical Major enrollment is down 36 students to 550.</li> <li>▪ The Industrial Mechanic certificate is down 21students from 28.</li> <li>▪ The Machining certificate is up 2 students from 20.</li> <li>▪ The Pipefitting /Plumbing certificate is down 3 students from 43 from spring 2008.</li> <li>▪ Scott Killy explained that the current down turn and layoffs in economy has spiked an increase of those who have completed their apprenticeships to seek completion of their degrees.</li> <li>▪ The mechanical areas are less in demand as the outlook for manufacturing trends seems to be towards additional automation. Grants dollars are up for areas of electrical, utility, facility services, and training in alternative energies. The mechanical manufacturing sector has not met the demand for grant dollars.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Members agreed that most businesses in this industry are seeing a slow-down due to economic conditions.</li> <li>▪ Dual skills are in demand, i.e., training mechanics with additional electrical, and millwright skills.</li> <li>▪ Scott Killy stated Owens offers programs in all the areas mentioned and are currently benefiting from these grants. Owens currently offers a non-credit photovoltaic course at WCS. Equipment has been purchased and will be installed over the summer for a degree program in alternative energies. Program is slated to start spring 2010 under the School of Technologies.</li> </ul>
Faculty Report	<ul style="list-style-type: none"> <li>▪ Attending faculty member, Dan Francoeur would like to see more consistency in the course syllabus between the classes. He also would like students to be better prepared or screened for courses in which they enroll. Instructors should not have to teach students that have not attended prerequisite course(s). This puts too much burden on both the instructor and the class. The college needs to be held accountable.</li> </ul>	<ul style="list-style-type: none"> <li>• Scott takes responsibility for the inconsistency in the program. Further importance of this must be amplified.</li> <li>• Returning to one syllabus per course and making an effort to conduct chair evaluations during the year will help with course consistency.</li> <li>• Catalog corrections have been submitted for the</li> </ul>

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## Electrical / Mechanical Advisory Meeting

	<ul style="list-style-type: none"> <li>▪ Problems arise with inaccurate information in the college catalog. Advisors utilize this as a guide to place students.</li> <li>• Dan Francoeur also reported that worn out equipment needs to be replaced and there should be enough hand tools for every student. Students have an unfair disadvantage due to inaccurate equipment. Much of the problem is due to damaged equipment being returned without its condition being reported. Students may feel that they could be held responsible.</li> </ul>	<p>next edition of the catalog.</p> <ul style="list-style-type: none"> <li>• The School of Technology is working on having its' own advisors.</li> <li>• Equipment will be reviewed for replacement.</li> </ul>
Student Report	<ul style="list-style-type: none"> <li>▪ Student Joel Frenier is in his second year of the Electrical Major. He is enjoying his classes and the staff. He says some courses are more challenging than others. He would like to see more hands-on offered and likes the idea of the option to take additional lab. Joel reports that the instructors are willing to help and has been happy with his teachers. He would like to see students have an opportunity to play a bigger part in the advisory committee.</li> </ul>	<ul style="list-style-type: none"> <li>• The committee strongly agreed that students need to play a more important role in the program and should have more representation on council.</li> <li>• The committee voted unanimously to allow student members to be elected as officers of council.</li> <li>• Joel Frenier agreed to serve as student representative through 2010.</li> </ul>
Outcomes Assessment Report	<ul style="list-style-type: none"> <li>▪ Nothing to report.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Scott Killy will mail outcomes assessment information to advisory members when it is available.</li> </ul>
Outcomes Competency Validation	<ul style="list-style-type: none"> <li>▪ Nothing to report</li> </ul>	
Program and Curriculum Enhancements	<ul style="list-style-type: none"> <li>▪ As the program has been moved to the School of Technology (SOT) under Dean Mark Durivage, a number of transitions are taking place.</li> <li>▪ Scott Killy will be working with SOT Dean and Chairs to eliminate duplication of courses between Skilled Trades and other programs offered under the SOT.</li> <li>▪ The program will adopt changes to meet National Association of Industrial Technology (NAIT) requirements. Part of the NAIT accreditation is to adopt Advisory Committee Bylaws.</li> <li>▪ Currently there are three (3) PLC courses that are 2 credit hours each and require a semester each to complete. It has been suggested that the current course offerings be merged to eliminate the additional</li> </ul>	<ul style="list-style-type: none"> <li>▪ The Electrical/Mechanical Program Advisory Committee bylaws were reviewed and approved with the following changes: 1) A Section 7 will be added to Article IV that will state that the committee membership will include instructor representation; and 2) Article VII will be changed from "a simple majority" to "a quorum".</li> <li>▪ It was determined that a quorum would consist of 5 advisory members.</li> <li>▪ A Chair, Vice Chair and Secretary will be elected at the fall meeting.</li> <li>▪ Committee voted unanimous to allow student members to be elected as officers of council.</li> <li>▪ Jim Huff has completed PLC syllabi for review by chair. Based on syllabi, this will provide 2 courses</li> </ul>

# Owens Community College

## Electrical / Mechanical Advisory Meeting

	<p>semester.</p> <ul style="list-style-type: none"> <li>John Calgie questioned the amount of safety emphasized in the programs. John was particularly interested in arc flash safety, as he amplified the dangers that exist and as of 2007 OSHA now mandates training.</li> </ul>	<p>at 3 credit hours each.</p> <ul style="list-style-type: none"> <li>John Calgie was assured that a strong importance is placed on students in every class. Arc flash is highlighted in motor controls. Students in majors are required to complete 30 hour OSHA class where arc flash awareness is a requirement.</li> </ul>
Equipment, Facilities, and Staffing	<ul style="list-style-type: none"> <li>Jim Peschel reported that a number of furnaces (some were donated) have been added to the lab.</li> <li>Scott Killy reported that Jim Peschel will be ordering digital volt/ohm meters, and materials for summer and fall semesters.</li> <li>The department is looking at moving into the old Penta facility in the near future.</li> <li>Herman Kurrelmeier has proposed the construction of a trainer that will provide application of a PLC to regulate two (2) pumps with two (2) reservoirs to control flow, reservoir temperature, and level. The trainer could have other applications, but would provide current/common applications students may be asked to apply on the job. He reports that the committee (Matthew French, James Huff, Scott Killy, Herm Kurrelmeier, and James Walsh) has agreed to price needed material for the hydraulic and power supply; then the electrical controllers can be priced. The committee will meet to discuss other needs and construction, and then move to provide needs assessment and proposal for funding.</li> </ul>	<ul style="list-style-type: none"> <li>Advisory members should give their suggestions on what is needed in the lab to Jim Peschel at 567-661-7652 or Josh Killy at 567-661-7650.</li> <li>As progress is made at the Penta facility volunteers will be asked to be on a subcommittee to determine what will be needed in the labs.</li> <li>Due to current funding responsibilities, the trainer project may not see funding until fall.</li> </ul>
Accreditation Status	<ul style="list-style-type: none"> <li>All the School of Technology (SOT) programs are accredited by NAIT (National Association of Industrial Technology). The Facility Maintenance and HVACR Technology along with the Skilled Trades Electrical/Mechanical programs will be evaluated for NAIT accreditation in the near future.</li> </ul>	
Other	<ul style="list-style-type: none"> <li>The meeting adjourned at 11:15 p.m.</li> </ul>	