Owens Community College

Quality Assurance Technology Advisory Meeting
Date: November 20, 2009
Location: Charlie's Restaurant, Perrysburg, Ohio
Industrial Attendees: Myron Bowers, Bob Mason, Mark Schoenlein
Student Attendees: None
Owens Attendees: Paul Bean, Mark Durivage, Jim Gilmore

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	▪ The meeting was called to order at 9:10 a.m. by Chair Myron Bowers. ▪ Minutes will be posted on the Owens web site and not mailed.	▪ Minutes of the previous meeting were distributed, read and approved by all present
Enrollment and Retention Report	▪ Enrollment in the Toledo Campus program is the same as last fall semester for a total of 17 students. ▪ Enrollment in the Quality Assurance Certificate is up three students for a total of 4. ▪ There is one student in the Six Sigma Green Belt Certificate. ▪ Jim Gilmore distributed a sheet showing the number of QCT sections running this semester and the number of students enrolled in each section. There are a total of 295 seats filled in courses that are running for QCT. ▪ The last ASQ section meeting was very heavily attended. Bob Mason and Jim Gilmore would like to see more student involvement at these meetings where students have opportunities to network.	▪ Janice Skaggs and Patrick Gill are Title III grant funded Success Mentors who now have offices in the School of Technology. They are advisors plus – they help students with whatever school-related problems they might have. Both Janice and Patrick are visiting classes to introduce themselves and inform students of their services.
Faculty Report	▪ Paul Bean stated he liked the idea of looking at the program degree requirements and making options available to students. Paul reported that everything is going well. The internet connectivity issue has been taken care of and the new desks are sturdy with bigger work surfaces.	▪ Paul Bean will investigate developing a universal team development course.
Student Report	▪ Student was unable to attend the meeting.	
Outcomes Assessment Report	▪ The student learning and assessment report was discussed at a previous meeting. The new report will be presented at the spring meeting. ▪ Paul Bean did not do a second measure using QCT 235 (DOE) for a higher level analysis of the students' statistical analysis ability because the course did not run.	▪ Advisory members should review the Outcomes Assessment Report and give Jim Gilmore their comments and/or suggestions.

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Outcomes Competency Validation	▪ The committee also reviewed and approved the program competencies in conjunction with the outcomes assessment report at the previous meeting.	
Program and Curriculum Enhancements	▪ There was some discussion regarding changing the name of the program to something that does not have a manufacturing connotation. It would be easier to sell the program if it were called process improvement or business improvement specialist (for example). ▪ Jim Gilmore has given some thought to taking out some of the core manufacturing type parts of the curriculum and using electives from other fields to supplement it, i.e. health care management, business, etc.	▪ Jim Gilmore will add more land-based sections of Technology & Society to the spring 2010 schedule.
Equipment, Facilities, and Staffing	▪ A ceiling projector will be mounted on the ceiling in the very near future.	▪ The internet connectivity issue mentioned at the previous meeting has been solved.
Accreditation Status	▪ All of the School of Technology programs are or will soon be accredited by the Association of Technology, Management and Applied Engineering or ATMAE (formerly known as NAIT). The non-compliance or partial compliance items cited during last spring's visit were things the School of Technology had no control over (advising and faculty shortages). These items have or are being addressed and will be stated as such in the interim report.	▪ Members should review both the PREP and Operational Plan and get any comments or suggestions to Jim Gilmore.
Other	▪ ASQ will be offering a training refresher in February. ▪ The meeting adjourned at 10:20 a.m.	▪ Chair – Myron Browers; Vice Chair – Mark Rodabaugh; Secretary – Mark Schoenlein