Owens Community College

Wide Area Networking Major Advisory Meeting
Date: February 25, 2010
Location: Owens Community College, IET 130
Industrial Attendees: Bob Hanna, Dan Niedzwiecki, Adam Pickard, John Rust, David Schuck, Phil Ziemke
Student Attendee: Matt Taylor
Owens Attendees: Mark Durivage, Lynn Kendall, Nerur Satish, Jay Taylor, Success Mentors: Patrick Gill, Janice Skaggs

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 Chair Bob Hanna.	• Minutes of the Spring 2009 meeting were reviewed and approved.
Enrollment and Retention Report	• Overall Spring 2010 EET Department enrollments are up 11.8% from last spring. • WAN Technology program enrollment is up 11 students for a 25.6% increase. • A number of Tech Prep students visited and were given tours of the SOT on Feb. 18 and 19. • The EET Department participated in the "We are IT" event in November 2009. A number of hands-on projects were utilized in an effort to attract women into the Engineering/IT field. • The EET Department also participated in the Monroe High School career day event in December of 2009 to promote the EET programs.	• Patrick Gill and Janice Skaggs are student success mentors who now reside in the IET building. They help students with scheduling as well as any school related problems that they have (i.e., time management, stress management, etc.). Faculty are able to refer students who are having difficulty in their classes. • Students are now assigned an advisor when they enroll in classes.
Faculty Report	• Jay Taylor reported that the CCNA classes are running with good numbers. The CCNP classes did not have enough students enroll to run. The Forensics I and II classes ran both fall and spring. The wireless and security classes also did not run. • Jay feels that all the IT training should be in one Department and not shared by the Business Department which is running duplicate courses. Students get confused as to which program to pursue. • Findlay Campus is running CCNA I and II this semester. When those students get to the CCNP portion, they will need to come to Toledo.	• Mark Durivage would like to see SOT and Business computer-related courses merge together. The two Departments are currently meeting to discuss the duplication issues.
Student Report	• Student Matt Taylor is coming to the end of the program. He felt that the Forensics I and II classes brought everything he had learned previously together. Having access to the hardware when he needed it was extremely helpful. Matt is working as a technician for ToastNet.	• Matt could not say enough good things about the WAN program. He stated that having hands-on experience is essential in the learning process.

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Outcomes Assessment Status Report	• Outcomes met or exceeded expectations in most areas. • Areas not meeting expectations were not program instruction related. • SOT has representation on the new campus-wide Student Learning Assessment Committee (SLAC) consisting of a wider cross section of faculty and administrators.	• The College is evaluating and working toward adopting the TaskStream system. TaskStream is more than an e-portfolio, it is also an assessment and project management system.
Outcomes Competency Validation	• Program competencies have been revised and are in the new catalog.	• There are Ciscso system-wide validation for these programs and competencies.
Professional Development, Partnerships and Articulation	• Jay Taylor offered the EET 290 Networking for Biomedical Professionals I and II on December 14-18, 2009. As medical devices are increasingly networked, a solid understanding of the network protocols has become essential in this field.	• A program spotlight on the Biomedical program was published in the Owens Career Focus Winter 2010 issue. Copies were made available for advisory members.
Program and Curriculum Enhancements	• The computer forensics courses (EET 141 and 241) are being well received by students in the WAN and EET programs. • The WAN program page from the new catalog was distributed to members.	• The new catalog reflects the latest changes of MTH 151/152 replacing MTH 128 and the ATMAE logo showing accreditation of the program. • Curriculum processes are being updated and revised to better streamline submissions. • A curriculum handbook is in place to better define expectations of the change process. • Acatalog – on-line catalog process is also being investigated to get better real time handle on the process.
Equipment, Facilities, and Staffing	• All new quad core computers were purchased last fall and with the hard work of Lynn and Justin Kendall were set-up over the Christmas break. • A Fanuc robot with vision system was also acquired. • Overhead AV systems were placed in ET 171 and 154.	• Linda Deutsch replaced Paul Svatik at the beginning of fall 2009 semester.
Accreditation Status	• The EET Department participated in the spring 2009 Association of Technology, Management and Applied Engineering or ATMAE (formerly known as NAIT) accreditation audit. Twenty SOT programs were formally awarded ATMAE accreditation through 2015. EET programs accredited are: Electrical/Electronics Technology, Biomedical Electronics, Computer Science, Automation Electronics and Wide Area Networking.	• One faculty member from each Department is attending regular SOT Chair meetings. Don Szymanski has agreed to be the EET faculty representative.

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Other	- Adam Pickard mentioned that a number of Whitmer students may be going to UT for their free program. - Janice Skaggs mentioned that Owens has a Success Scholarship available for students that qualify for a Pell grant. This scholarship covers the difference in tuition and fees once the Pell Grant has been applied - Members were thanked for their commitment and service. - The meeting adjourned at 9:40 a.m.	Chair–Bob Hanna, Vice Chair–Dave Schuck, Secretary-Michael Bayes