

# Owens Community College

## Architectural Engineering Technology Advisory Meeting

Date: November 2, 2005

Location: Café Marie – Perrysburg Ohio

Industrial Attendees: Maureen Fagans, Randy Germann, Richard Hoppenjans, Ray Huber

Students: Renee Haas

Owens Attendees: Mark Durivage, Reed Knowles, Bill Mason, Randy Wharton; Advisors – Joe Carone and Sue Thomas

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	<ul style="list-style-type: none"> <li>▪ Meeting was called to order at 8:05 AM</li> <li>▪ Minutes were distributed and reviewed.</li> <li>▪ MET 135 and MET 136 will include civil applications</li> <li>▪ Tech Report Writing has been eliminated from the curriculum.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Minutes were approved by all present.</li> <li>▪ Syllabi for MET 135 and MET 136 will be brought to the spring meeting.</li> <li>▪ Randy will speak with Communications Chair to make sure the composition courses include a technically oriented report.</li> </ul>
Enrollment and Retention Report	<ul style="list-style-type: none"> <li>▪ There was a slight decline in the overall School of Technology enrollment this semester.</li> <li>▪ Program enrollment on the Toledo Campus increased 10 students. The Architectural CAD Operator certificate remains at one student.</li> <li>▪ Once the student graduates from the Architectural Construction Major, it will disappear.</li> </ul>	
Faculty Report	<ul style="list-style-type: none"> <li>▪ Reed reported that he was happy to have Bill Mason back to work full-time.</li> </ul>	
Student Report	<ul style="list-style-type: none"> <li>▪ Renee Haas felt there is confusion between counselors and program faculty on program requirements. She was advised to take CAD 125 before CAD 115 when she should have taken CIV 101 instead of CAD 125.</li> <li>▪ Renee was happy to see the committee discuss options available to graduates.</li> <li>▪ Physics is only being offered at 8 a.m. or 8 p.m. which is not convenient for the non-traditional student. She would also like to see general courses with the lecture scheduled all in one day instead of one hour three times a week.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Having one or two counselors devoted strictly to School of Technology programs would alleviate these types of problems.</li> <li>▪ Students should be required to meet with an advisor at the end of every semester to help them register for the next semester and make sure they are taking courses in the right sequence.</li> <li>▪ Randy will follow-up with Jim Perry regarding different time offerings for Physics in Fall 2006.</li> </ul>

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Outcomes Assessment Report	<ul style="list-style-type: none"><li>▪ It was mentioned in brief that Outcomes Assessment is in the process of being revised this year in order to streamline the process.</li><li>▪ Data will be collected each semester.</li></ul>	<ul style="list-style-type: none"><li>▪ Randy Wharton, Reed Knowles and Bill Mason are working towards streamlining the Outcomes Assessment Process in the Program.</li><li>▪ Reports will be completed annually, rather than each semester.</li></ul>
Outcomes Competency Validation	<ul style="list-style-type: none"><li>▪ Outcomes Competencies are being modified in order to more accurately reflect the content of the program.</li></ul>	<ul style="list-style-type: none"><li>▪ The Committee will discuss and verify the competencies at the spring meeting.</li><li>▪ Rubrics are being developed.</li></ul>
Program and Curriculum Enhancements	<ul style="list-style-type: none"><li>• The 2 + 2 + 2 program with BGSU as discussed at the last meeting will not happen until BG has a dean in place.</li><li>• If agreement comes about, two courses will need to be taken out of the curriculum to make room for two 200 level courses. This would be done only for students wanting to enter the BG program.</li><li>• Ray Huber felt Owens should not change the program's purpose to suit BGSU.</li></ul>	<ul style="list-style-type: none"><li>▪ Students interested in continuing their education at BGSU can be referred to Stan Guidera at BG.</li></ul>
Equipment, Facilities, and Staffing	<ul style="list-style-type: none"><li>▪ A digital movie camera is being purchased to tape oral reports.</li></ul>	<ul style="list-style-type: none"><li>▪ Digital movie camera has been ordered.</li></ul>
Accreditation Status	<ul style="list-style-type: none"><li>▪ An interim report was submitted to ABET this past summer. Final report has not been received. Anticipate accreditation to the end of the term.</li><li>▪ Reed discussing with ABET the ability to post all self-study information on the college's web site so evaluators can review it before the actual visit.</li></ul>	<ul style="list-style-type: none"><li>▪ All School of Technology advisory meeting minutes are now being posted on the Owens web site. They will no longer be mailed to advisory members.</li></ul>
Other	<ul style="list-style-type: none"><li>▪ By Laws for the Committee were approved.</li><li>▪ Officers were named for 2006.</li><li>▪ Reed attended Critical Thinking Conference in California.</li><li>▪ Meeting adjourned at 8:45 a.m.</li></ul>	<ul style="list-style-type: none"><li>▪ Ray Huber was named as Chairman</li><li>▪ Mauree Fagans was named as Vice Chairman.</li><li>▪ Mel Mull was named as Secretary.</li></ul>