

Owens Community College

Biomedical Electronics Major Advisory Meeting

Date: October 28, 2011

Location: Owens Community College, LE 145-147

Industrial Attendees: Drew Baden, Michael Bayes, Mark Carter, Wayne Corggens, David Feltner, Don Finney, Steve Hanenkrath, Robert Hanna, Sri Kolla, Tom McLeary, Dan Niedzwiecki, Al Noller, Jim Olzak, Tim Pflighaar, Robert Plotner, Dave Schuck, Mike Sparks, Dave Thompson, Barb Vidra

Student Attendees: Patrick Kirkendall, Shade Phater, Robert St. Johns

Owens Attendees: Tom Mahas, Stan Paige, Glenn Rettig, Dave Shaheen, Bill Shepherd, Cory Stine, Paul Svatik, Don Szymanski, Dan Wedding, Randy Wharton

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	<ul style="list-style-type: none"> • The meeting was called to order at 12:30 p.m. by Chair Mike Sparks. • All minutes are posted to the Owens website under Academics, Biomedical Electronics Major, Advisory Committee, Minutes. 	<ul style="list-style-type: none"> • Chair Nerur Satish retired at the end of July. In his absence, Co-Interim Deans Glenn Rettig and Randy Wharton have been taking over the duties in the EET area.
Enrollment and Retention Report	<ul style="list-style-type: none"> • Enrollments in the EET Department are flat or down slightly (less than 2%). This is the trend for most of the programs on campus this semester. • College FTE is down 4-5%, which is how funding is based. • Stan Paige, Career Services Representative would like to talk to employers that will take Owens students on as employees or in co-ops or internships. Companies can register with College Central to post their positions. • Statistics show that about 20% of Owens students register the first week of classes, which is not a good thing. It also shows that those who register late do not successfully complete the course. 	<ul style="list-style-type: none"> • The College is going to a new process for students signing up for classes. Students can no longer show up on the first day of class to register or to have prerequisites waived. New students must complete the registration process and a mandatory orientation at least one week before classes start. Returning students must also register at least one week prior to classes starting. This will help the Chairs determine if a class is going to run or not and alleviate some of the first week of class chaos.
Faculty Report	<ul style="list-style-type: none"> • Paul Svatik is filling in as the facilitator for the Biomedical program (same position he held before retiring) until Linda Deutsch's replacement is hired. He reported there are 21 students on internships this semester. He believes this is the largest class of interns since the 80's. Mike Sparks is teaching the class via O-Link which joins the 4 students on the Findlay Campus with the 17 students in class in Toledo by videoconference. 	
Student Report	<ul style="list-style-type: none"> • Student Patrick Kirkendall stated that the internship is a great thing. Because he has worked where he is interning, he is able to see the overlaps with the IT department. It has been a positive experience. 	<ul style="list-style-type: none"> • Student Patrick Kirkendall felt it would be useful to teach customer service and professionalism in more classes.

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Outcomes Assessment Status Report	<ul style="list-style-type: none"> • Outcomes have been reviewed and most areas met or exceeded expectations. Areas not meeting expectations were not due to program instruction. • Faculty will be concentrating on a common or master syllabus for each course. Student outcomes/assessments will be required to be on each course syllabus. Adjunct faculty will need to know what they need to be doing and what data to be collecting. 	<ul style="list-style-type: none"> • The College is using an Account Manageability System (AMS) called Task Stream. This system will house all items relating to Student Learning Assessment and will make report retrieval easier. • Data will be collected and reports given at the individual advisory meetings in the Spring. The reports will be reviewed and feedback collected on the appropriateness of each outcome/assessment.
Outcomes Competency Validation	<ul style="list-style-type: none"> • Competencies in conjunction with the outcomes assessment report were reviewed at a previous meeting. 	
Professional Development, Partnerships and Articulation	<ul style="list-style-type: none"> • Paul Svatik is working with the Bio Ohio Bio Science programs in the State. There is concern for incoming students because many need remedial work and the funding is drying up before the student gets into the higher level classes. 	
Program and Curriculum Enhancements	<ul style="list-style-type: none"> • Nothing to report 	
Equipment, Facilities, and Staffing	<ul style="list-style-type: none"> • The School of Technology currently has 15 positions open. Nerur Satish's position has been advertised and a search team will soon be organized. • An offer is closed to being made in the Dean's position which has been open for 1-1½ years. There are various faculty positions open. • An offer has been made and accepted for the full-time instructor/facilitator of the Biomedical program. 	<ul style="list-style-type: none"> • The new full-time Biomedical faculty member will start in January, pending any extenuating circumstances.
Accreditation Status	<ul style="list-style-type: none"> • The School of Technology programs are currently under a two-year report that will be presented at the Association of Technology, Management, and Applied Engineering (ATMAE) conference in November. 	<ul style="list-style-type: none"> • Jacey Parks has been hired as the resident SoT advising manager. She will be in charge of a team of part-time advisors who will specialize in SoT programs.
Other	<ul style="list-style-type: none"> • Data received last week shows that 4.7% of high school students test into college level courses. That leaves 95.3% having remedial issues. • Paul Svatik presented a certificate of appreciation to John Schwartzkopf for his 19 years of service to the Biomedical advisory committee. John is retiring from St. Charles and also from the Biomedical Advisory Committee. • The meeting adjourned at 1:30 p.m. 	<ul style="list-style-type: none"> • Advisory members see the job market picking up in the next five years as current Biomed people get to retirement age.