Owens Community College

Combined Industrial & Automation Electronics and Electrical/Electronics Engineering Technology Advisory Meeting

Date: April 6, 2006
Location: Café Marie, Secor Road, Toledo, Ohio
Industrial Attendees: Steve Delonge, Ghulam Feda, Don Finney, Bob Harold, Brent Lamarand, Chuck Lupien, Jim Olzak,
Student Attendees: None
Owens Attendees: Mark Durivage, Nerur Satish, Bill Shepherd, Paul Svatik; Advisor-John Hrivnyak

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	• The meeting was called to order at 9:20 a.m. by Chairman Bob Harold. • The Electrical/Electronics and the Industrial & Automation Electronics curriculum pages from the new 2006-2007 catalog were circulated at the meeting for members to review.	• Minutes of the previous meeting were reviewed and approved.
Enrollment and Retention Report	• Enrollment in the Industrial & Automation program is down 10 students compared to last spring's numbers. • Electrical/Electronics program enrollment is up five students. • Overall EET Department enrollments are also down from last spring. • Eight area schools were targeted resulting in 278 students touring School of Technology programs. • Registration Rocks event takes place next week. Students are able to get tested, advised, financial aid, student ID and registered for classes all in one day.	• With help of the Marketing department, a School of Technology view book is being pursued. • Check out the School of Technology web pages for placement rates, rubrics, and other pertinent information.
Faculty Report	• Bill Shepherd reported that the new PLC's were used last fall semester. Upgrades have been identified. The new motor drive systems were utilized and are working fine. One class that has consistently run every spring for the last ten years did not have enough students to run this semester. This could be the explanation for the low enrollments this time. There are a few new editions of textbooks. • Paul Svatik was in attendance in Don Szymanski's place. He reported that there was a problem with the power supplies blowing fuses, so newer ones were purchased to solve the problem.	

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Student Report	• The two students invited could not make the meeting due to work commitments.	
Outcomes Assessment Status Report	• Overall results for the spring and fall courses were reviewed in EET Department meetings and rubrics met or exceeded expectations. Areas not meeting expectations were not due to program instruction.	• Graduate surveys for 13 Fall 2005 EET department graduates were mailed on Feb. 28, 2006.
Outcomes Competency Validation	• Program competencies have been revised	• Committee approved the revised competencies
Professional Development, Partnerships and Articulation	• Jay Taylor is representing Owens in a state-wide pilot panel for the Ohio Board of Regents. • Nerur attended the NASA Technology roundtable at EISC in Toledo. The presenter was Dr. Mark McDowell who is a scientist at the NASA Glenn Research Center in Cleveland, Ohio. • Paul has been named as the Vice President of OCEA (Ohio Clinical Engineering Association) that will be holding a meeting here next week. The topic will be Networks.	• IT evolution and networking areas in the healthcare industry will be explored – specific areas include the secure transport of patient information, networked devices, HIPAA implications for patient data & privacy, etc.
Program and Curriculum Enhancements	• EET 130 web course is going well. Some earlier problems were fixed and now expected to run smoothly. • EET 205 Advanced Digital Circuits is being taught by Dr. Richard Molyet, a retired UT professor. • QCT 105 Technology and Society course is going well with students learning to work and do team problem-solving. • The College is introducing an Honors program where the student is given honors type of work above and beyond the "A" earning.	
Equipment, Facilities, and Staffing	• The new AIM equipment purchased with AIM grant funds was used in instruction last fall • Improvement in ruggedness of lab furniture in room IET 140 is being designed and machined by Manufacturing Lab Technician Peter Johns..	• Dan Wedding is working on a new software program that will enable instructors to use the computer keyboard instead of the remote to control the overhead in room IET 140. This program can be used in all rooms where such remotes are in use. • Having students purchase a project-based Triple Power Supply kit is being considered. Students would build their own Breadboard to keep, allowing them to work on their labs at home.

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Accreditation Status	• NAIT accreditation was received for all programs that were reviewed.	• NAIT logo has been placed on pages of all accredited program in the 2006-2007 catalog.
Other	• Co-ops or internships are a great advantage for graduates if enough businesses would participate. • Meeting adjourned at 10:05 a.m.	• The EET Department will look further into the fiber optics technology area. • Steve Delonge suggested inviting vendors to come to class as guests to let students know what is going on in industry. • Ghulam Feda offered to make arrangements for students to tour O-I. • Chair-Bob Harold, Vice Chair-Brent Lamarand, Secretary- Ghulam Feda