

Owens Community College

Electrical/Electronics Engineering Technology Major Advisory Meeting

Date: September 30, 2016

Location: Industrial and Engineering Technologies Building, Room 130

Industrial Attendees: Wayne Corggens, Don Finney, Robert Plotner

Student Attendees: Alexis Feathers

Owens Attendees: Glenn Rettig, Bill Shepherd, Janice Skaggs, Diana Stachowiak, Don Szymanski

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 9:10 a.m. by Chair Wayne Corggens. • Minutes are posted to the owens.edu website under Academics, School of STEM, then the appropriate program. 	<ul style="list-style-type: none"> • Minutes of the spring 2016 meeting were reviewed and approved.
Enrollment and Retention Report	<ul style="list-style-type: none"> • The College overall had 9,582 students last year compared to 9,572 this year. This is a decrease of .1% (10 students). • The School of STEM overall enrollment increased from 2,192 students last year to 2,829 students this year for a 29.1% increase. • The EET program total enrollment (includes Toledo and Findlay Campuses) was 83 students last fall; this fall there are 79 students. This decrease of 4 students is a drop of 4.8%. • The Toledo Campus EET program had 73 students last year compared to 68 this year. This is a decrease of 6.8% (5 students). • The Findlay Campus EET program that had 10 students last year increased to 11 students this year or 10%. • The Findlay Campus is a small campus and is minimally staffed. • Many students who already have degrees are coming back to take refreshers, or to upgrade their skills. 	<ul style="list-style-type: none"> • The changes in enrollments this year are not as steep as last year, so hopefully this is an indication that enrollments are starting to level off. • All other divisions of the College have decreased in enrollment this year. The School of STEM is the only division to have an increase. • College Credit Plus is a big reason that the School of STEM had an increase. High schools are offering Owens courses to their students. The instructors are vetted to make sure they meet ATMAE accreditation standards. They use our textbook and our syllabus and the equipment must meet our approval. • All things considered, the Findlay Campus is doing well. All the EET adjuncts keep in touch with Diana Stachowiak to let her know what is happening. The STEM Advisor in Findlay also helps adjuncts as well as students.
Faculty Report	<ul style="list-style-type: none"> • Bill Shepherd stated he has a diverse student population in his classes this year. One student quit his job of 20 years to come back to school. Another did control work from a Mechanical prospect and is taking advantage of a government program to get training in Electrical. There are also traditional students. • Don Szymanski echoed Bill Shepherd's statement about the diverse students. The course changes will be discussed later in this meeting. The EET 102 and EET 110 classes only ran during the day this semester. 	<ul style="list-style-type: none"> • The electronic systems class, EET212, is being revised to EET212, DC and AC Motors. The credit hours are being cut from 4 to 2 credit hours and the material on motors is being spread out (introduction to motors). • With the decline in students, less course sections are being offered. In an effort to serve the students we have in the recent past, and are trying to alternate the day and night sections each semester.
Student Report	<ul style="list-style-type: none"> • Student Alexis Feathers is majoring in Computer Science and taking the electronics courses. She likes the EET 130 class 	<ul style="list-style-type: none"> • Student Alexis Feathers is liking her subject area, and especially the hands-on.

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	<p>because it is more hands-on. In the EET 100 class she is always asking questions to make sure she knows what she is doing and can understand the materials better. Alexis says she has always been good at math, but she is nervous about the math class she is currently taking because the instructor is hard to understand. The STM 105 class is an on-line class. She feels that determining the resistors in the EET 100 class is difficult because there are so many in the box.</p>	<ul style="list-style-type: none"> • Some students are complaining about the MTH 170 books being unbound and in a 3-ring binder. Glenn Rettig will check on it, but believes it may be a custom book. Custom books will not be bought back. Follett has indicated that if it is a custom book that will never change (such as the one for EET 100), they may consider buying it back.
Outcomes Assessment Status Report	<ul style="list-style-type: none"> • Diana Stachowiak is collecting the data, but it will take a little longer for her to build the reports as she will have to create a new template. This information will be available at a future meeting. 	
Outcomes Competency Validation	<ul style="list-style-type: none"> • There are industry standard competencies in all areas of Electrical/Electronics Engineering Technology. 	<ul style="list-style-type: none"> • There is state-of-the-art learning validation for this program and competencies are based on active industry feedback and curriculum updates.
Professional Development, Partnerships and Articulation	<ul style="list-style-type: none"> • Career and Technical Transfer Assurance Guide (CTAG) courses are courses that seamlessly transfer from high school to colleges. TAG (Transfer Assurance Guide) courses seamlessly transfer from College to College or University. The PLC courses will be submitted for the appropriate TAG and entry level electronics courses already have TAG approval. 	<ul style="list-style-type: none"> • EET 165 and 166 are being submitted for CTAG.
Program and Curriculum Enhancements	<ul style="list-style-type: none"> • The State is mandating that degrees be no more than a total of 62 credit hours. With that in mind, what isn't essential to the program needs to be eliminated. • There are little to no changes in the first and third semesters of the EET degree. • Each degree needs 30 "non-technical" credits. Fifteen of those credits need to be general (math, science, English, psychology, etc.) the other fifteen credits are entry level technical credits. • The new Director of Skilled Trades (SKT) has been working to eliminate duplication between their courses and the STEM courses which means more of the SKT students will be taking EET classes, specifically EET165 and EET166. • Bob Plotner asked if coordinated access control was covered at all. It is believed that the concept is covered, but not in any depth. 	<ul style="list-style-type: none"> • In the second semester, PHY 151/PHY 152 that is a total of 4 credit hours is being discontinued and will be changed to PHY 143 with 3 credit hours. • In the fourth semester, EET 205 Advanced Digital Circuits will be revised and called Microcontrollers for 3 credit hours instead of 4 credits. All the topics needed for this to be a TAG'd course will be covered. • EET 212 Electronics Systems will be pared down to the most important component – motors. • EET 263 & 264 Control and Robots will be replaced by a survey type course, EET 164 Robotics (2 credit hours). It will be a non-technical course because it is a basic course with no technical pre-requisites. MTH 096 will be the only pre-requisite listed. This course could cover coordinated access control. • Bill Shepherd will revise the course description for the revamped EET 212 course. • Diana Stachowiak is doing all the paperwork for the

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		redesign of the degree to be submitted to the Curriculum Committee. The Curriculum Committee makes sure everything lines up with the state guidelines before it is submitted to the State for approval.
Equipment, Facilities, and Staffing	<ul style="list-style-type: none">• There is only one robot right now, but the School of STEM is working on grants to get another. We do have a number of pendants that can be used until another robot is obtained.• Skilled trades, with the help of a grant, is currently giving the School of STEM access to more equipment.• Darla Greer, the School of STEM Secretary, will be retiring at the end of December.	<ul style="list-style-type: none">• Funds for equipment are being sought through grants as lab fee monies are not enough.
Accreditation Status	<ul style="list-style-type: none">• Nothing was discussed.	
Internships & Co-op Opportunities	<ul style="list-style-type: none">• Reti Shutina is still the director of internships and co-ops and works with students to find positions.	<ul style="list-style-type: none">• Diana Stachowiak will invite Reti Shutina to come to an EET Department meeting
Other	<ul style="list-style-type: none">• Advisory members were thanked for their commitment and service.• The following are officers: Chair-Wayne Corggens, Vice Chair-Bob Plotner, Secretary-Don Finney	<ul style="list-style-type: none">• The meeting adjourned at 10:30 a.m.