

Owens Community College

Electrical/Electronics Engineering Technology Major Advisory Meeting

Date: October 26, 2012

Location: Audio/Visual Classroom Center, Room 121-124

Industrial Attendees: RJ Braden, John Butson, Steve Byerly, Mark Carter, Wayne Corrgens, Ted Fisher, Tom Gray, Steve Hanenkrath, Rod Kettles, Scott Loehrke, Nathan Miles, Jacob Morrison, Dan Niedzwiecki, Tim Pflgebraar, Adam Pickard, Bill Schmoekel, Dave Schuck, Dave Thompson, Barb Vidra

Student Attendees: Jacob Cordes, Jason Jacob, Sade Prater

Owens Attendees: Resmi Krishnankuttyrema, Tom Mahas, Stan Paige, Glenn Rettig, Renay Scott, Kristen Rothfeld, Bill Shepherd, Diana Stachowiak, Paul Svatik, Don Szymanski, Jay Taylor, 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 Wayne Corrgens. All minutes are posted to the Owens website under the appropriate program. 	<ul style="list-style-type: none"> Minutes will be reviewed and approved at the Spring meeting. Anyone with changes in address, email, or phone number, please get that information to Darla Greer.
Enrollment and Retention Report	<ul style="list-style-type: none"> The Electrical/Electronics program enrollments in Toledo are down 16 students from last year. Most programs are seeing slight declines in enrollment. Findlay numbers are roughly the same as last year. 	<ul style="list-style-type: none"> The College is working with area high schools in offering the dual enrollment option and also with area universities on articulation agreements. Job placement reports can be run for any of the programs. Just let Diana Stachowiak know you want the information and she will get it to you.
Faculty Report	<ul style="list-style-type: none"> Don Szymanski reported that he was having trouble finding a textbook for EET 100 and that the EET 110 book that the teachers and students both liked went out of print. EET 120 was changed a few years ago to service both CAD and Electronics students. It was determined that even though it looked great on paper, it wasn't working very well. Bill Shepherd reported that he is seeing students from other programs in his classes, i.e., Skilled Trades and Applied Engineering. The average age of students has been getting young the past few years. 	<ul style="list-style-type: none"> The publisher has agreed to make custom textbooks for each of the EET 100 and EET 110 courses. EET 120 is returning to its original format for Electronics students. Don Szymanski welcomed Diana Stachowiak as the new EET Department Chair. It has been great having Diana on board.
Student Report	<ul style="list-style-type: none"> Don Szymanski introduced Shade Prater as an excellent student who is involved with tutoring other students. Shade stated that the program is great. She loves the labs and the teachers are helpful. 	<ul style="list-style-type: none"> Student Sade Prater feels that the digital course should be split up as there is a lot of information packed into it. Student Shade Prater also feels that an internship class for EET students should be brought to the forefront.
Outcomes Assessment Status Report	<ul style="list-style-type: none"> Diana Stachowiak reported that student learning assessment outcomes have been updated and will be shared with the individual committees at the spring meeting. 	
Outcomes Competency Validation	<ul style="list-style-type: none"> There are industry standard competencies in all areas of the Electrical/Electronics Engineering Technology program. 	

Owens Community College

Electrical/Electronics Engineering Technology Major Advisory Meeting

Professional Development, Partnerships and Articulation	<ul style="list-style-type: none">• See Enrollment and Retention Report.	
Program and Curriculum Enhancements	<ul style="list-style-type: none">• Nothing new to report at this time.• There was discussion about professionalism and how students are presenting themselves to the employer.• It was suggested to bring in employers to speak to classes on what the expectations are in the average everyday job environment. Instructors may need to set a precedent in the first semester classes regarding type of dress, etc.	<ul style="list-style-type: none">• Advisory members willing to speak to classes should inform Diana Stachowiak or Darla Greer of their interest in doing this.• Employers looking to fill positions, co-ops or internships should contact Stan Paige or Career Services
Equipment, Facilities, and Staffing	<ul style="list-style-type: none">• Nothing new to report.	<ul style="list-style-type: none">• Capital equipment needs are being compiled.
Accreditation Status	<ul style="list-style-type: none">• All the Electrical/Electronics Engineering Technologies programs and certificates are accredited by ATMAE.	<ul style="list-style-type: none">• Student collections will be gathered during the fall of 2013 and spring of 2014 for the spring 2015 visit.
Other	<ul style="list-style-type: none">• Advisory members were thanked for their commitment and service.• The meeting adjourned at 1:15 p.m.	<ul style="list-style-type: none">• Chair-Wayne Corrgens, Vice Chair-Bob Plotner, Secretary-Don Finney