

Owens Community College

Electrical/Electronics Engineering Technology Major Advisory Meeting

Date: April 26, 2013

Location: Honey Diner, Northwood, Ohio

Industrial Attendees: RJ Braden, Wayne Corggens, Don Finney, Sri Kolla, Robert Plotner

Student Attendees: Karl Ritchey

Owens Attendees: Lynn Kendall, Stan Paige, Jacey Parks, Kristen Rothfeld, Bill Shepherd, 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. 	<ul style="list-style-type: none"> Minutes of the Spring 2012 meeting were reviewed and approved. All minutes are posted to the School of Technology web site under the appropriate program.
Enrollment and Retention Report	<ul style="list-style-type: none"> The EET program enrollment is up 23% from the same time last year, which is really fantastic as most other programs are down. The School of Technology (SoT) overall is down 5.8%. As seen on the news, the public is really questioning the value of college degrees in light of the amount of debt accrued. 	
Faculty Report	<ul style="list-style-type: none"> Don Szymanski reported that EET 220 is now back into the curriculum. EET 100 and EET 110 both have customized books through Prentice Hall. A custom book for EET 211 is being finalized. These books will save students money. They can also be rented or purchased as an ebook. The program is always under continual review. The biggest problem right now is money to replace the older equipment. Bill Shepherd reported that his second year students are the best he has ever had. Students that aren't going to make it drop before the second year. Some of that is due to the advising staff that are now located in the Industrial & Engineering Technologies building who are steering students in the right direction. 	<ul style="list-style-type: none"> The labs for EET 101 are being reviewed and updated with the help of Paul Svatik. The digital course is changing from one course to three consecutive courses. The EET program is going back to C Programming as the primary language. Visual Basic will still be offered, but as an optional elective. The College is going to 15 weeks of class with exams offered during the 15th week. Courses will have to be adjusted to accommodate this change.
Student Report	<ul style="list-style-type: none"> Student Karl Ritchey stated he is not in agreement with the shortening of semesters. He wants to understand thoroughly what he is learning and there is already a lot of information thrown into EET courses. Karl believes communication is extremely important and is not sure dropping Composition II is a good thing. Overall, he has been happy with his classes. 	<ul style="list-style-type: none"> The EET Department is investigating replacing SPE 101 (Speech) with SPE 210 (Small Group Communications) which may be a better fit for the program.
Outcomes Assessment Status Report	<ul style="list-style-type: none"> The results of the Fall 2012 learning outcome assessment process was shared with the committee members (data for the electrical core courses). Program outcomes were reviewed by the committee. 	<ul style="list-style-type: none"> The committee members agreed that a trending report from assessment process would be nice to see especially from the perspective of determining what to improve.

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		<ul style="list-style-type: none"> • Communication skill should be worked into the existing learning outcomes. • Electrical safety should also be addressed in the outcomes.
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"> • The State of Ohio is changing how colleges are funded, so a bigger emphasis is being placed on dual enrollments with area high schools and on developing articulation agreements with universities like BGSU and UT. Funding will be based on completers and not entirely on the number of students enrolled. 	<ul style="list-style-type: none"> • Connections to Toledo Technical Academy, Milstream HS, and Clay high school should be pursued.
Program and Curriculum Enhancements	<ul style="list-style-type: none"> • In an effort to get students through school successfully and out into the workplace, the Ohio Board of Regents (OBR) has established a goal of associate degrees requiring approximately 60-65 credit hours and four-year degrees totaling 120 credit hours. • The old EET161, on electrical safety and standards should be reviewed and brought back in some form. 	<ul style="list-style-type: none"> • OBR requirements have changed so that Composition II is not needed. It has been suggested to drop Composition II and add more report writing into technical courses. • Advisory members agreed that it is important for students to coherently and logically document and explain procedures. • The faculty and chair will work to bring back and develop EET161. • Any advisory members who would like to make a presentation to students, critique student resumes, host a company tour, or would be willing to offer a co-op opportunity or job shadowing for students should contact Diana Stachowiak.
Equipment, Facilities, and Staffing	<ul style="list-style-type: none"> • The governmental changes regarding healthcare has caused a drop in the number of classes adjuncts will be able to teach. In order for the College not to give them health coverage, they will need to stay at 10 contact hours or below. Diana Stachowiak will be looking for more adjuncts for both the Toledo and Findlay campuses. 	<ul style="list-style-type: none"> • The EET Department is looking for more adjunct faculty members. Advisory members that know individuals with a bachelor's degree that would like to teach, should have them contact Diana Stachowiak.
Accreditation Status	<ul style="list-style-type: none"> • All EET Department programs are accredited by ATMAE (formerly NAIT) until 2015. Collection of student material will take place fall 2013 and spring 2014 for the spring 2015 visit. 	<ul style="list-style-type: none"> • Program updates will be documented for the purposes of maintaining accreditation. Much of this work will take place over the Summer of 2013.
Other	<ul style="list-style-type: none"> • Advisory members were thanked for their commitment and service. • The meeting adjourned at 9:50 a.m. 	<ul style="list-style-type: none"> • The following officers were elected: Chair-Wayne Corggens, Vice Chair-Bob Plotner, Secretary-Don Finney

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