

# Owens Community College

Combined: Electrical Engineering & Computer Technology Advisory Meeting

Date: October 18, 2013

Location: Audio visual classroom Center (AVCC), Room 125/128

Industrial Attendees: RJ Braden, John Butson, Ted Fisher, Scott Loehrke, Nathan Miles, Jacob Morrison, Dan Niedzwiecki, David Schuck, Dave Thompson, Barbara Vidra, Drew Baden, Robbie Robinson, Terry Dawley, Al Noller, Robert Plotner, James Wolsiffer.

Student Attendees: Tyler Richardson, Desmond Price, Terry Dawley

Owens Attendees: Diana Stachowiak, Randy Wharton, Don Szymanski, Laura Schuster, Janice Skaggs, Dan Wedding, Jacey Parks, Denise Pheils, Brian Garza, Dan Wedding, Tom Mahas, Bill Shepherd, Paul Svatik, Thomas McLeary, David Schuck.

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	<ul style="list-style-type: none"> <li>• The meeting was called to order at 12:25 p.m. by Chair Diana Stachowiak.</li> <li>• Introductions were made.</li> </ul>	<ul style="list-style-type: none"> <li>• Dean Randy Wharton informed the group of the division's name change from the School of Technology (SoT) to the School of Science, Technology, Engineering &amp; Mathematics (STEM).</li> <li>• Chair Diana Stachowiak announced her department's name has changed to Electrical Engineering and Computer Technologies.</li> </ul>
Enrollment and Retention Report	<ul style="list-style-type: none"> <li>• Overall The School of STEM, which includes the Findlay campus, is down 7% or 346 students. The Toledo campus is down 5.6% or 240 students. The Findlay campus is down 21.8% or 97 students.</li> <li>• The Toledo campus Biomedical Electronics degree is up 5.2% or 3 students. Computer Science is up 13.3% or 19 students. Electrical is down 2.2% or 2 students. Network Information Systems Support is up 5% or 4 students. Systems Security and Information Assurance is up 37.9% or 6 students. Wide Area Networking is down 15.4%. The Cisco Academy, which is not the WAN degree but prepares students for the CCNA/CCNP, is up 50% or two students. Biomedical Electronic Certificate is down 33.3% or 1 student. Network Administration certificate is holding steady at 0. Network Security is up 200% or 2 students.</li> <li>• On the Findlay campus, the Electrical and the two IST degrees are doing well.</li> </ul>	<ul style="list-style-type: none"> <li>• The overall 7 percent decline in enrollment for the School of STEM is less than projected.</li> <li>• Dean Randy Wharton and Dean Glenn Rettig, of the Findlay campus, are looking at discontinuing the WANT and Biomedical Electronics degrees on the Findlay campus due to the lack of enrollment.</li> </ul>
Faculty Report	<ul style="list-style-type: none"> <li>• Adjunct faculty member Jay Taylor (WANT) will be stepping down. Brian Garza has volunteered to become the designated WANT full-time instructor.</li> <li>• Paul Svatik reports 14 Biomedical Electronics students have been placed in internships this semester. He has been working with AAMI core competencies for the Biomedical Equipment Technicians (BMET). Paul was in charge of the</li> </ul>	<ul style="list-style-type: none"> <li>• Brian Garza and Jay Taylor are working together. Brian is working his way through all of the Cisco certificates and is currently teaching some EET and System Security Information Assurance courses.</li> <li>• The AAMI Core Competencies book gives specific details on core competencies for BMETs as a guide for curriculum development. Anyone interested can contact</li> </ul>

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	<p>Bioscience Certificate and with the Bio-Ohio grant. This certificate has been suspended.</p> <ul style="list-style-type: none"> <li>• Tom Mahas, Computer Sciences, will be retiring in the near future, but will remain an advisory committee member. He reports that the Ohio Board of Regents has changed their guidelines, so there will be major changes within the programs. Tom stated that the Computer Science program will be getting away from some of the fundamental electrical classes and moving toward operating systems and the visual/virtual world.</li> <li>• Dan Wedding, Computer Sciences, reports that he is working on bringing back ANSI C programming, and redesigning the Digital Microprocessor course. More programming languages will be offered for students to choose from as courses no longer need to be tied to a specific degree.</li> <li>• Bill Shepherd, Electrical/Electronics, reports that the Industrial Wiring Codes and Systems (EET 161) class is returning. The Early Alert System has become an important tool in retention.</li> <li>• Denise Pheils, SSIA, informed the committee that the SSIA degree received the National Security Award.</li> </ul>	<p>Paul Svatik.</p> <ul style="list-style-type: none"> <li>• The College reviewed all certificates offered. The Bioscience certificate was suspended due to not having enough enrollments or graduates. Courses within the certificate are still available.</li> <li>• Tom Mahas reported that courses will still be available, but with more than one option. If a student wants a more electrical type of degree, they can still take AC electronics; but they now have the option of taking other electronics courses that are geared more towards larger scaled systems, etc.</li> <li>• Chair Diana Stachowiak reported that changes recommended by committee members are being implemented. One change that is moving forward is putting C programming into the degree while keeping Visual Basic. Faculty, advisory members, and students requested that students have programming before entering EET 205 - this has been implemented.</li> </ul>
<p>Student Report</p>	<ul style="list-style-type: none"> <li>• Tyler Richardson, a WANT/ Cisco student, reports that there is new hardware in the classroom and that there is enough time in class for labs.</li> <li>• Desmond Price, an EET major in his last semester that does contract and electrician work, commented that it would be nice for students to have more internship opportunities.</li> <li>• Terry Dawley, EET major, stated that his overall experience has been positive and instructors have been very helpful. He reported difficulties going into CAD 220. CAD 120 is a pre-requisite, but was inadequate to prepare him. Terry said that “word of mouth” is good for Owens courses, but would like to see more classes transfer to four year institutions.</li> </ul>	<ul style="list-style-type: none"> <li>• Tyler Richardson would like to go back to the online book option. He now has to carry around a 900 page book. Overall, Tyler is satisfied and this is the only change he would like.</li> <li>• Desmond Price would like to see more interactive lab work for future students. He stated that electrical students should be given opportunities for internships. Desmond explained that younger, less experienced students have trouble and give up early. He believes that a more hands-on approach, through labs, internships, and mentoring from instructors would be a solution to this.</li> <li>• Terry Dawley suggested more work in CAD115 as a possible solution to the difficulties he faced going into CAD 220.</li> </ul>

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<p>Outcomes Assessment Status Report</p>	<ul style="list-style-type: none"> <li>• The Assessment Status Report was not done at this meeting due to TaskStream being under construction and various degrees being moved under new departments. The Assessment Status Report will be presented at the Spring 2014 meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• No information reported.</li> </ul>
<p>Program and Curriculum Enhancements</p>	<ul style="list-style-type: none"> <li>• Historically, there has been confusion between the School of Business and the School of Technology's computer related networking type of courses. The Networking and Information Systems Technology (NIST) and the Systems Security and Information Assurance (SSIA) degrees have moved from the School of Business to the School of STEM. The Network Administration and Network Securities certificates have also moved.</li> <li>• The state is limiting the number of credits required for degrees. There is talk of making them 60 credit hours. Right now they are at 64-65 credit hours.</li> </ul>	<ul style="list-style-type: none"> <li>• Moving NIST and SSIA to the School of STEM is a benefit to students and advisors as similar courses are now under one division and this helps to make program comparisons easier. Further work is needed as there are still duplications between programs.</li> <li>• All two year college Presidents and Provosts have been voicing their objections to the governor and the Ohio Board of Regents regarding the 60 credit hour degrees.</li> <li>• The Computer Science program is going to have more than one option. We may be seeing this with more degrees. These changes are being implemented due to the capping of our associate degree credit hour requirements.</li> </ul>
<p>Equipment, Facilities, and Staffing</p>	<ul style="list-style-type: none"> <li>• Students practicing self-advising led to being in the wrong degree or not completing the appropriate pre-requisites.</li> <li>• Each advisor within the School of STEM is being cross-trained on all degrees offered in each of the departments.</li> <li>• Advisors have been going to various first semester courses to introduce themselves and to inform the students they are there to help them navigate through their courses and plan their degrees.</li> <li>• "Early Alerts" have been instituted. Faculty members who are concerned about a particular student (maybe the student stopped attending classes or is having difficulty) can alert an advisor who will call the student.</li> <li>• Cisco, in the WANT degree, has completely changed their curriculum. Consequently, a complete overhaul of equipment was needed.</li> <li>• Through grants, the IT department has supplied brand new labs in Heritage Hall for the NIST and SSIA degrees.</li> </ul>	<ul style="list-style-type: none"> <li>• The College decided to move advising teams into the Schools. The School of STEM now has a team of advisors dedicated solely for STEM programs. Jacey Parks is the lead advisor. Advisor Janice Skaggs's main focus is on the degrees represented by committee members here in the community. There are two other advisors, Bradley Meyers and Denise Brehmer.</li> <li>• Chair Diana Stachowiak stated that faculty members have reported that students are more prepared due to the guidance of the advising team.</li> <li>• There has been an upgrade to all the Cisco equipment.</li> <li>• Equipment needs for EET 130 and 131 classes have been met so far.</li> <li>• Eventually the NIST and SSIA degrees will be moved to the ET building; but this has not been finalized.</li> </ul>
<p>Accreditation Status</p>	<ul style="list-style-type: none"> <li>• Chair Diana Stachowiak informed the group that the School is currently collecting samples of students work for the spring 2015 ATME visit.</li> <li>• The two new IST degrees cleared their accreditation last year. Therefore, they will not participate in the ATMAE visit</li> </ul>	<ul style="list-style-type: none"> <li>• The School of STEM expects to have a successful ATME visit. The implementation of changes based on committee members, faculty, and students will help with this success.</li> <li>• TaskStream software will make the accreditation</li> </ul>

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	<p>for spring 2015.</p> <ul style="list-style-type: none"><li>• All chairs and some faculty are being trained in the TaskStream software package. This will allow for electronic tabulations of student data and will be used to record program changes suggested by the committee members.</li></ul>	<p>process easier due to the storage and manipulation of electronic files.</p>
Other	<ul style="list-style-type: none"><li>• Spring meetings will be separated out by degrees.</li><li>• Meeting adjourned at 1:30 p.m.</li></ul>	<ul style="list-style-type: none"><li>• If members wish to meet with more than one degree, contact Chair Diana Stachowiak for accommodation.</li><li>• Several Biomedical Electronics committee members approached Chair Diana Stachowiak and told her that computer networking is increasingly becoming a job priority for Biomedical Electronics technicians. They stressed the importance of the EET281 course in the Biomed degree and commented on wanting to hold conversations with the various networking instructors.</li></ul>