

Owens Community College

SKT Electrical / Mechanical Advisory Meeting

Date: October 29, 2010

Location: Honey Diner, Walbridge

Industrial Attendees: Mike Chesser, Maury Davis, Dan Francoeur, Matthew French, James Fry, James Huff, John Jack, Marilyn Jacobs, Herman Kurrelmeier, Michael Welty

Student Attendees: None

Owens Attendees: Joshua Killy, Scott Killy, James Peschel, Terry Sherman

| Topic | Discussion/Rationale | Recommendation/Decision/Action |
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| Call to Order and Review of Previous Minutes | <ul style="list-style-type: none"> ▪ The meeting was called to order at 9:05 a.m. by Scott Killy. ▪ Introductions were made. | <ul style="list-style-type: none"> ▪ Minutes of the Spring 2010 meeting were reviewed and approved and are posted on the School of Technology page of the Owens website. |
| Enrollment and Retention Report | <ul style="list-style-type: none"> ▪ Numbers reported for both the SKT Electrical and SKT Mechanical programs show a decline. ▪ There are actually more students in the majors than the certificates. ▪ It would help if advisors would encourage students to sign up for the degree, even if they want the certificate. ▪ Marilyn Jacobs reported that the State Apprenticeship Council is working with OBR to allow apprenticeships to be used toward a degree. Electrical has been completed. It is a slow process, but more will be coming. ▪ Josh Killy reported that he will be meeting with Brian Paskavan and Mike McDonald next week to discuss the possibility of using part of SKT's permanent location for additional labs. This would help alleviate problems with the schedule, allowing more sections to be run, and thus increasing enrollment. | <ul style="list-style-type: none"> ▪ Decline in enrollments could be due to confusion with application when the SKT program split from WCS. Also fewer grant dollars are available at this time and the economy is sluggish. Some students have dropped out of the program and there have not been a lot of new applications for apprenticeships or training. ▪ Student's working full-time with families find it difficult to go to school full-time and end up dropping out. It would be beneficial to drop the amount of credit hours for full-time status. ▪ Let Josh Killy, Jim Peschel or Scott Killy know if you have any needs for more lab space. |
| Faculty Report | <ul style="list-style-type: none"> • Dan Francoeur reported there always seems to be students that are outstanding and others that don't even look at their book and just a few that he has to work with to bring them up to speed. Spacial and visualization skills are important. | <ul style="list-style-type: none"> • Scott Killy will bring up tutoring at the next Chairs Council meeting. |
| Student Report | <ul style="list-style-type: none"> ▪ No students were present to give report. | |
| Outcomes Assessment Report | <ul style="list-style-type: none"> ▪ Capstone courses need to be set for each program. The student outcomes for the capstone course would be used for outcomes assessments. If SKT 254 is used | <ul style="list-style-type: none"> ▪ Scott Killy will meet with instructors to get their input as far as what projects should be included in a capstone course. |

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| | <p>as the capstone course, it will have to be put into the curriculum as a required course.</p> <ul style="list-style-type: none"> ▪ The College is implementing an accountability management system which is leased through TaskStream. Eventually, full-time instructors will need to be hired to meet accreditation standards. | |
| Outcomes Competency Validation | <ul style="list-style-type: none"> ▪ Nothing to report at this time. | |
| Program and Curriculum Enhancements | <ul style="list-style-type: none"> ▪ Machining portion of Skilled Trades is being moved under the Advanced Integrated Manufacturing program (AIM) replacing SKT 161 and 162. ▪ CAD 120 Engineering Graphics will replace SKT 141 and 142. ▪ SKT 183, 255, and 256 will be replaced by EET 165, 166, and 264. ▪ Scott Killy is currently talking with Advanced Distribution Generation (ADG) regarding an apprenticeship program. ▪ Scott is also working with Buckeye Cable System on an Associate degree for their technicians. ▪ Training for General Motors is continuing. ▪ Courses can be substituted and articulated for students wanting an Associates of Technical Studies degree. | <ul style="list-style-type: none"> ▪ Scott Killy will be concentrating on a master syllabus for each course. Faculty should be progressing through the course at the same pace and covering the same topics. ▪ In an effort to blend courses for other programs, AIM and EET courses will become part of the SKT curriculum. A number of courses that were 2 credit hour lecture courses are being changed to 1.5 lecture and 1.5 lab. This will affect instructor pay for these classes. ▪ Jim Huff will meet with Bill Shepherd to discuss EET 264 Automation Control: Robots to determine if it is needed in the Electrical curriculum. ▪ Scott Killy reported that it will take some time to work out everything as far as the consolidation of courses is concerned and will keep advisory members informed. |
| Equipment, Facilities, and Staffing | <ul style="list-style-type: none"> ▪ The program is set up in Heritage Hall right now. It will not be there permanently. ▪ Everyone who was involved in the move from Tracy Road to Heritage Hall was thanked for their hard work. Adjuncts were thanked for their time and patience. | |
| Accreditation Status | <ul style="list-style-type: none"> ▪ The School of Technology Skilled Trades programs will move forward with ATMAE (formerly NAIT) accreditation. | <ul style="list-style-type: none"> ▪ Scott Killy will be focusing on outcomes assessments needed for accreditation. |
| Other | <ul style="list-style-type: none"> • Advisory members were thanked for coming and their continued support of the program. • The meeting adjourned at 10:45 a.m. | |