Owens Community College

Combined: Electrical Engineering & Computer Technology Advisory Meeting

Date: October 30, 2015

Location: Audio Visual Classroom Center (AVCC), Room 125/128

Industrial Attendees: Steve Hanenkrath, Scott Loehrke, Nathan Miles, Mike Sparks, Ted Fisher, Wayne Corrgens, Don Finney, Sri Kolla, Jyotsna Phadke, Jeanne DeWitt, Kurt Everson, Gabe Ng, Roger Warnock, Michael Bayes, Robbie Robinson, John Rust, Phil Ziemke, Paul Taylor

Student Attendees: Josh Scanes, Natasha Smith, Eric Barge

Owens Attendees: Paul Svatik, Tom Mahas, Dan Wedding, Don Szymanski, Bill Shepherd, Laura Schuster, Denise Pheils, Lynn Kendall, Diana Stachowiak, Glenn Rettig, Jacey Parks

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	• The meeting was called to order at 12:15 p.m. by Chair Diana Stachowiak. • Glenn Rettig was introduced as the School of STEM Dean—he is no longer the Interim. He is also acting as the Interim Mathematics Chairman until that position is filled.	• Advisory members present were thanked for their participation. Their input is valued and helps the programs to keep current. • Minutes from all of the individual spring 2015 meetings were reviewed and approved by each committee.
Enrollment and Retention Report	• The overall the School of STEM, which includes the Findlay campus, is down 251 students or 6.7%. One of the strongest schools on campus, the School of Business is down 7.1%. The School of Nursing is down 12.1% and the School of Liberal Arts is down 26.4%. All considering, the School of STEM is faring well. • The Toledo campus Biomedical Electronics degree is down 21.7%. Computer Science is down 8.8%. Electrical/Electronics is up 2.5%. Network Information Systems Support is down 6.2%. Wide Area Networking is down 31.4%. • College personnel are working on TAG'ing courses across campus. TAG stands for Transfer Assurance Guide. State standards are being set for courses that are common to colleges and universities across the state. If your course meets these standards, it gets TAG'd and can be easily transferred to any other institution in the State. High school students can also take these TAG'd courses to save time and money once they get into college; however, they must pass them with a C or better or retake them.	• All across the country colleges and universities are experiencing dips and drops in enrollments. The drop in census overall (for young people in particular), has contributed to lower enrollments. Also, the cost of getting a degree is getting prohibitive. • The System Security and Information Assurance degree is being discontinued. There are other degrees being shut down in other divisions across campus, so losing only one is very good. There are plans to restart the degree when numbers rise in enrollment. The new degree will contain TAG'd courses that will be transferrable to other institutions. • The College has put a number of processes and procedures in place to catch "at risk" students. Advisors are getting these students back on track. This, as well as the TAG'ing of courses, has helped with the retention of students.
Faculty Report	• The faculty will be posted at the various tables for their respective degrees to assist with any final adjustments to the program outcomes and to assist with the voting and approval of the program outcomes.	

Owens Community College

Combined: Electrical Engineering & Computer Technology Advisory Meeting

Student Report	• Electrical/Electronics – Student Natasha Smith attended. • Biomedical Electronics – Student Josh Scanes attended and commented on the class availability times being hard for working students otherwise he has been happy with his program. • Computer Science – No students attended. • NIST/System Security – Student Eric Barge commented that he is pleased with his NIST courses and the degree outcomes for the NIST program. Eric also said that it was fun to listen to the industry experts talk about the history of technology at the meeting. • WAN Technology – No students attended.	• Chair Diana Stachowiak commented that the College is going to continue to roll out the schedule of courses by the year so that there is more time for students who work, to plan out their schedules and make appropriate arrangements with their families and their employers. In cases where that still does not fit for working students, other program adjustments can be made with the help of the advisors and the program chair.
Outcomes Assessment Status Report	• Outcome Assessment reports will be reported at the Spring 2016 committee meetings.	
Program and Curriculum Enhancements	• The faculty and the advisory committees for all of the programs in the Electrical Engineering & Computer Technologies department have worked on the program outcomes for each of the degrees. The purpose of this meeting is to make any last minute adjustments to the outcomes and then vote on the on the final sets of outcomes.	• Electrical/Electronics – program mission statement approved and program outcomes approved with the following amendment; "Students will analyze typical industrial systems such as programmable logic controller (PLC) systems and closed loop feedback systems." • Biomedical Electronics – program mission statement approved and program outcomes approved with the following amendment; "The student will demonstrate proficiency in the documentation of regulatory compliance and patient safety standards." • Computer Science – program mission statement approved and program outcomes approved with the following amendment; "Students will write functional code." • NIST/System Security – program mission statement approved and program outcomes approved with no amendments. • WAN Technology – program mission statement approved with the following amendment; "The mission of the Wide-Area Networking program is to prepare graduates to be employable and competitive in all areas of Networking Technology." program outcomes were approved with the two amendments "Students will

Owens Community College

Combined: Electrical Engineering & Computer Technology Advisory Meeting

		demonstrate expertise in constructing and maintaining local area and wide area networks." and "Students will evaluate forensics aspects of computer and network data."
Equipment, Facilities, and Staffing	• Electrical/Electronics – No changes to equipment or staff. • Biomedical Electronics – No changes to equipment or staff. • Computer Science – No changes to staff but Raspberry Pi's were added to EET208 and PICAXE chips were added to EET205. • NIST/System Security – One of the three servers that support the NIST course labs expired as well as a NAS during the summer semester. The remaining servers are past their life-span. • WAN Technology – No changes to equipment or staff.	• With the help of two of IT's engineers and NIST's IT representative, a new server system has been designed to replace the expiring system. The chair has raised the lab fees on the NIST and some EET courses (some of the EET courses will benefit from the new system) to help pay for the new server system. Paperwork to receive Perkins grants has been completed. Mr. Jeffrey Keim of the Owens Foundation is also working to bring donation money to kick start the new system.
Accreditation Status	• As many advisory members are aware, 11 degrees successfully went through the ATMAE accreditation process in spring of 2015. • The NIST degree is currently accredited through ACBSP. A two-year quality report is due in February 2016.	• ATMAE accreditation status will be officially determined at the ATMAE conference on November 11.
Other	• Spring meetings will be separated out by degrees. • Advisory members were thanked for their participation.	