

Owens Community College

SKT Electrical / Mechanical Advisory Meeting

Date: November 11, 2011

Location: Industrial & Engineering Technologies Building, Room 130

Industrial Attendees: Maury Davis, Dan Francoeur, Jim Huff, Herman Kurrelmeier

Student Attendees: None

Owens Attendees: Josh Killy, Scott Killy, James Peschel, Terry Sherman, William 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 9:10 a.m. by Scott Killy. ▪ Introductions were made. 	<ul style="list-style-type: none"> ▪ Minutes of the Spring 2011 meeting were reviewed and approved and are posted on the Owens website under Academics, then the program name.
Enrollment and Retention Report	<ul style="list-style-type: none"> ▪ Enrollments are down in the Electrical and Mechanical areas. ▪ A New Student Report for Fall 2011 was distributed for members to review. This report shows the characteristics of first-time college students, new students direct from high school and of new non-traditional students. ▪ Randy Wharton, Co-Interim Dean and Chair of Design Technologies, informed the group about the new Alternative Energy and Sustainable Systems associate degree program geared toward installation and maintenance of systems. The College has invested one half million dollars for the labs on both campuses. Topics covered include solar thermal, wind, and photovoltaic power, geothermal systems, and biofuels. 	<ul style="list-style-type: none"> ▪ Enrollments are down due to the sluggish economy. ▪ There are many opportunities for students in the alternative energy area. Many Electrical/Mechanical students may have interests in this area as well. ▪ The School of Technology will be working with Workforce and Community Services (WCS) to see that students who have completed the non-credit courses in Alternative Energy can articulate them into the new associate degree program. ▪ The College is focusing on making sure students are getting orientation and the pre-requisites they need to be successful. ▪ Randy Wharton will start as the new Dean of the School of Technology on November 15th.
Faculty Report	<ul style="list-style-type: none"> • Adjunct faculty member Dan Francoeur reported that the situation in Heritage Hall (HH) seems to have improved since directly after the move. The hydraulic lab is minimal and the equipment needs to be upgraded. The room temperature is hot in summer and cold in the winter. 	<ul style="list-style-type: none"> ▪ The new trainers are complete. Maury Davis thanked the lab technicians and Jim Huff for their part in getting the trainers assembled. These trainers will be a great asset to the electrical courses
Student Report	<ul style="list-style-type: none"> ▪ Student Jim Buford was unable to attend, but sent his comments with Josh Killy. Jim talked with a number of students who had concerns regarding the following: <ol style="list-style-type: none"> a) Not enough lab equipment per student; b) Not enough lab time; c) Would like arc flash training covered; and d) In class for 3 hours, but only getting 2 credits. 	<ul style="list-style-type: none"> • A number of the lab equipment issues have already been addressed. • Additional lab is being discussed. Open lab is also being reviewed. • Arc flash is incorporated into a number of classes and a video is available for instructors to use. • Students with concerns were encouraged to write their concerns on the course evaluations.

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Outcomes Assessment Report	<ul style="list-style-type: none"> ▪ There will be three program revision committees for the SOT Skilled Trades area. These committees will assess the program, recommend action, provide solution, and reassess. 	<ul style="list-style-type: none"> ▪ Scott Killy will be meeting with all the program committees to develop an assessment program. ▪ The Electrical assessments are nearing completion.
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"> ▪ All the co and pre-requisites for SKT courses have been submitted to the Curriculum Committee and will now be listed correctly in the catalog. ▪ EET 165 is the replacement course for SKT 183 and EET 166 replaces SKT 255. ▪ The GM Powertrain upgrade training is going well. ▪ Scott Killy and Jay Taylor (EET adjunct) are working with Buckeye Cable System on an ATS major for technician training. 	<ul style="list-style-type: none"> ▪ Scott Killy will investigate expanding SKT 254 Advanced Motor Control Systems to include a lab component and a capstone project. ▪ CAD 120 will be evaluated to make sure its content is relevant for skilled trades students.
Equipment, Facilities, and Staffing	<ul style="list-style-type: none"> ▪ A search committee for the full-time Building Maintenance/HVACR faculty position has been formed and applications received. The person selected will start January, 2012. ▪ The SKT Manager position request has been submitted to President's Council for approval. ▪ Jacey Parks now resides in the Industrial & Engineering Technologies Building as a full-time Advising Manager. She will be in charge of a number of part-time advisors who will specialize in the School of Technology programs. 	<ul style="list-style-type: none"> ▪ Materials were purchased to construct four additional motor control trainers. Bids for the actuators to complete the trainers have yet to be received. ▪ The HVAC lab will soon have the utilities installed to hook up the donated equipment. ▪ Students in courses with labs will be charged lab fees to help with procuring and maintaining the lab equipment. ▪ A mechatronics (multi-trade) curriculum will be investigated.
Accreditation Status	<ul style="list-style-type: none"> ▪ The School of Technology Skilled Trades programs will move forward with ATMAE 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"> • Stan Paige, Career Services Representative, asked faculty to inform their students of the opportunities available through Career Services. College Central is a database for companies with open positions and students who are searching for jobs. • The meeting adjourned at 10:50 a.m. 	<ul style="list-style-type: none"> • It was decided by a unanimous vote to combine the Building Maintenance/HVACR and the Electrical/Mechanical Advisory Committees into one committee. The date for the next meeting was set for Friday, March 16th at 9:00 a.m.