

# Owens Community College

## Quality Assurance Technology Advisory Meeting

Date: March 16, 2007

Location: Toledo Zoo

Industrial Attendees: Myron Bowers, Tim Meyer, Mark Rodabaugh, Mark Schoenlein, John Sinn

Student Attendees: Kamil Saleh

Owens Attendees: Paul Bean, Mark Durivage, Jim Gilmore, Timothy Luc, Advisor-Stan Paige

Topic	Discussion/Rationale	Recommendation/Decision/Action
Call to Order and Review of Previous Minutes	<ul style="list-style-type: none"> <li>▪ Meeting was called to order at 9:30 a.m. by Chair Myron Bowers..</li> </ul>	<ul style="list-style-type: none"> <li>▪ Minutes of the previous meeting were distributed, read and approved by all present</li> <li>▪ Minutes will be posted on the Owens web site and not mailed.</li> </ul>
Enrollment and Retention Report	<ul style="list-style-type: none"> <li>▪ Enrollment in the Toledo Campus program is down six students from last spring semester for a total of 13.</li> <li>▪ School of Technology enrollments are up 6% this semester.</li> <li>▪ Overall, enrollments are steady.</li> <li>▪ Dr. John Sinn gave the committee a brief update on the BGSU on-line Quality Management Major proposal that should be finalized soon. BGSU will be investigating both NAIT and TAC of ABET accreditation.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Paul Bean will work with Jim Gilmore in investigating the utilization of courses (instead of using the 14<sup>th</sup> day report) and make this report available at the next meeting.</li> <li>▪ Dr. Sinn and Jim Gilmore will set up meeting with the BGSU and Owens people involved to discuss transferability.</li> </ul>
Faculty Report	<ul style="list-style-type: none"> <li>▪ The Six Sigma Certificates need to be made more visible to people in the service industry, i.e., banking, food service, health care, etc.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Tim Meyer suggested someone from the Manufacturing &amp; Industrial Operations Department be a part of the Ohio Partnership for Excellence group.</li> </ul>
Student Report	<ul style="list-style-type: none"> <li>▪ Student Kamil Saleh was happy with the program. Since he is working full-time and has a family, he is only taking one course each semester.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Student Kamil Saleh felt that if QCT 105 goes to 2 credits, it would be better to have it as a 16 week class instead of 8 weeks.</li> </ul>
Outcomes Assessment Report	<ul style="list-style-type: none"> <li>▪ Advisory members were given a copy of the Quality Assurance program Outcomes Assessment Report. This report will grow over time. More course work and measurements will be added each year.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Advisory members were asked to review the Outcomes Assessment Report and contact Jim with any questions they may have.</li> </ul>
Outcomes Competency Validation	<ul style="list-style-type: none"> <li>▪ Data was collected and reported to the advisory committee.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The committee agreed with the competencies and accepted the report.</li> </ul>

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Program and Curriculum Enhancements	<ul style="list-style-type: none"><li>▪ It is important to make the program as flexible as possible.</li><li>▪ QCT 110 is ready to go on-line as soon as the curriculum committee approves it. They will be meeting in April.</li><li>▪ Myron Bowers is working on the Design of Experiments course for on-line presentation.</li><li>▪ Mark Durivage reported that the Standards in Auditing course is close to being ready for the web.</li><li>▪ QCT 105 will probably be changing from one to two credit hours.</li></ul>	<ul style="list-style-type: none"><li>▪ The goal will be to put at least one Quality course on-line each year, until they are all on-line.</li><li>▪ Myron Bowers has received positive feedback on QCT 105. Most students are happy with the content, they just feel there is too much. Making the course two credit hours will help.</li></ul>
Equipment, Facilities, and Staffing	<ul style="list-style-type: none"><li>▪ Lab Technician Tim Luc reported that the 18 new laptop computers are working out well.</li><li>▪ The Quality Lab will be refurbished with new furniture and cabinets, hopefully this summer.</li></ul>	<ul style="list-style-type: none"><li>▪ A portable projector will be purchased for room 166 to be used until maintenance can install the overhead unit.</li><li>▪ Additional power outlets will be included in the revamping of ET 166.</li></ul>
Accreditation Status	<ul style="list-style-type: none"><li>▪ A copy of the Program Review and Evaluation Program (PREP) was distributed to members present. This will become an integral part of the AQUIP and replaces the Higher Learning Commission (HLC) reporting every 10 years. Instead, the program will be reviewed on a three-year cycle.</li><li>▪ The program Operational Plan was also shared with the committee. This plan summarizes and justifies everything that is done within the program.</li></ul>	<ul style="list-style-type: none"><li>▪ The program continues to maintain NAIT and HLC accreditation.</li></ul>
Other	<ul style="list-style-type: none"><li>▪ The meeting adjourned at 10:40 a.m.</li></ul>	<ul style="list-style-type: none"><li>▪ Chair – Myron Bowers; Vice Chair – Mark Rodabaugh; Secretary – Mark Schoenlein</li></ul>