

Owens Community College

Quality Assurance Technology Advisory Meeting

Date: April 27, 2012

Location: Industrial and Engineering Technologies Building, Room 130

Industrial Attendees: Myron Bowers, Brian Koenig, Tim Meyer, Mark Rodabaugh, Mark Schoenlein, Bob Mason

Student Attendees: Andrew Packard

Owens Attendees: Paul Bean, Doug Dippman, Jim Gilmore, Tim Luc, Glenn Rettig

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 8:20 a.m. by Chair Myron Bowers. ▪ Minutes will be posted on the Owens web site and not mailed. 	<ul style="list-style-type: none"> ▪ Minutes of the spring 2011 meeting were distributed, reviewed and approved by all present.
Enrollment and Retention Report	<ul style="list-style-type: none"> ▪ Enrollment numbers from the last five fall semesters show 33, 30, 29, 27, and 32 students in the program, respectively. ▪ Certificate enrollments for the past five fall semesters are 12, 11, 7, 6, and 5, respectively. ▪ The percentage of change for the program enrollment has not changed much, which indicates the program is stable. ▪ There are already 9 students enrolled in the Green Belt class for summer semester. It will be held at Norplas as the College is closed on the weekend in the summer. 	<ul style="list-style-type: none"> ▪ The College is focusing more on retention than enrollment, so numbers are dropping across all programs. ▪ There are major changes happening with financial aid that will also cause numbers to drop. ▪ There are a number of Associate of Technical Studies (ATS) students that do not declare Quality as their major, but are taking Quality courses. ▪ Mark Schoenlein will send Paul Bean the name of the person to contact at ASQ so Owens class offerings can be advertised on the web site.
Faculty Report	<ul style="list-style-type: none"> ▪ Paul Bean reported that QCT 110 Statistical Quality Control course has 50-70 students every semester, as it is required for most of the School of Technology (SoT) programs. The text is very good for students in Quality, but other students have no need for it after this course and it costs \$150. Paul has made the book optional for his classes and is finding on-line materials to use instead of the book. ▪ Paul Bean is on a College-wide committee that is working on end-of-course evaluations. The intent is to make the surveys web-based where students will be sent a link and be asked to complete them. Questions will be changed to find out if the course outcomes are being met. With the data being on-line, it will be easier to manipulate and allow the data collected to be used for improvement. 	<ul style="list-style-type: none"> ▪ Paul Bean will be surveying students in his classes that are using the on-line materials to see if they are sufficient. To-date he has only had positive responses. Paul will send the material to Myron Bowers so he can review it for use with his classes.
Student Report	<ul style="list-style-type: none"> ▪ Student Andrew Packard will finish up his degree at the end of the summer semester. He is planning to transfer to 	<ul style="list-style-type: none"> • Paul Bean will bring the course outcomes for the Standards in Auditing course to the fall meeting, so

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	<p>UT in Mechanical Engineering. He thinks the SPC and DOE classes were very helpful.</p> <ul style="list-style-type: none"> ▪ Student Andrew Packard thought the Standards in Auditing class that focuses on manufacturing could have branched out into different areas such as healthcare, banking, business, etc. 	<p>advisory members can review them and see where auditing can be emphasized.</p> <ul style="list-style-type: none"> • The textbook can also be reviewed at the next meeting.
Outcomes Assessment Report	<ul style="list-style-type: none"> ▪ The PREP report justifies the program to OBR as well as the community. It provides evidence and support as to the viability of the program. ▪ See student report. 	<ul style="list-style-type: none"> ▪ A new Outcomes Assessment Report will be generated after the end of June when new data has been entered into the system.
Outcomes Competency Validation	<ul style="list-style-type: none"> ▪ The committee will continue to review and approve competencies when needed. 	
Program and Curriculum Enhancements	<ul style="list-style-type: none"> ▪ See Faculty Report. ▪ Paul Bean has taught the continuous improvement course the last 7 years or so and will include more of the lean aspect into the course content. 	<ul style="list-style-type: none"> ▪ Lean manufacturing will be included in the course description for the continuous improvement course. The change will need to be approved by the Curriculum Committee.
Equipment, Facilities, and Staffing	<ul style="list-style-type: none"> ▪ Tim Luc reported that he will start upgrading the laptops in the Quality lab. The ram was upgraded last year. They are holding up, but a few are starting to show wear. ▪ MiniTab will be loaded on the laptops and the instructor's station in the Quality lab. The hope is to have this completed by summer semester. 	<ul style="list-style-type: none"> ▪ The instructor's station needs speakers. A switch box will also be installed so the instructor can easily switch from PC to laptop. ▪ A webcam was also requested for the instructor's station in the Quality Lab. ▪ The possibility of purchasing laptops through the Perkins Grant will be investigated. ▪ Another electronic balance will be purchased.
Accreditation Status	<ul style="list-style-type: none"> ▪ Most of the School of Technology programs are accredited by the Association of Technology, Management and Applied Engineering (ATMAE) through 2015. Student collections will take place the fall of 2013 and the spring of 2014 for the 2015 site visit. 	
Other	<ul style="list-style-type: none"> ▪ Students are required to take an on-line tutorial before they can enroll in web classes. ▪ Students, alumni and employers need to register for Career Central – the Colleges on-line job source. Someone from Career Services will also come to the classroom to tell students about the services they offer. ▪ ASQ would like to get more students involved in the organization. ▪ The meeting adjourned at 9:45 a.m. 	<ul style="list-style-type: none"> ▪ ASQ was thanked for student scholarships. Faculty should keep encouraging students to apply for them. ▪ Advisory members were thanked for their time and commitment to the program. ▪ Chair – Myron Browsers; Vice Chair – Mark Rodabaugh; Secretary – Mark Schoenlein