

Owens Community College

Quality Assurance Technology Advisory Meeting

Date: November 2, 2012

Location: Industrial and Engineering Technologies Building, Room 130

Industrial Attendees: Myron Bowers, Mark Rodabaugh, Mark Schoenlein, Bob Mason

Student Attendees: Willis Terry

Owens Attendees: Paul Bean, Stan Paige, Diana Stachowiak, Randy 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 8:25 a.m. by Chair Myron Bowers. ▪ Diana Stachowiak was introduced as the new Chair for Electrical/Electronics Engineering Technologies and the Quality Assurance program. ▪ Minutes will be posted on the Owens web site under Academics, Program, Advisory Committee. 	<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"> ▪ Quality Assurance program enrollments are down 11.1% from last year. ▪ The Quality Assurance Certificate has doubled. ▪ The Six Sigma Black Belt and Six Sigma Green Belt Certificates are both down. ▪ Numbers shown on enrollment reports indicate the number of students that have declared Quality as their major. These students may just be taking general courses and not the technical courses. ▪ Myron Bowers recommends using the Early Alert System for those students having difficulty or falling behind. ▪ The current funding model is 90% for FTE and 10% for completers. Next year that will change to 50/50, so it is beneficial to retain students. 	<ul style="list-style-type: none"> ▪ Diana Stachowiak will remind the instructor of the Six Sigma Black and Green Belt Certificates to tell the students they have to apply for the certificate (just like they have to apply for graduation). ▪ There is an overall downturn in enrollments all across the country. Lower enrollments could also be due to the changes in financial aid. ▪ At the current time, more students are completing the certificates than the associate degree. They get the certificate, get a job, and then finish the degree.
Faculty Report	<ul style="list-style-type: none"> ▪ Paul Bean reported he is not using a textbook, but providing students with on-line chapter notes. ▪ The student at the spring meeting was disillusioned that the Standards and Auditing class centered on manufacturing and did not include other areas such as healthcare, banking, business or the service industry. Paul Bean gave copies of the current syllabus for that class to members in attendance to review. ▪ Student Willis Terry felt that the Standards and Auditing class was manufacturing based and not very hands-on. Students were given the parts of an audit, but not given a 	<ul style="list-style-type: none"> ▪ Paul Bean surveyed the students to determine if the provided chapter notes were useful. Results show that the in-class students found it more helpful than the on-line students, but they are happy they do not have to buy a book. The Bookstore will still make a number of copies available for those students who get financial aid book vouchers and want to buy it. ▪ Paul Bean will provide Myron Bowers a copy of the materials he is using and apologized for not doing so sooner. ▪ It was determined that the Standards and Auditing course

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	<p>chance to practice it.</p> <ul style="list-style-type: none"> Myron Bowers reported that everything is going well this semester. 	<p>outline seemed to be broad enough, but more hands-on needs to be included.</p>
Student Report	<ul style="list-style-type: none"> Student Willis Terry reported that his main issue was mentioned previously in regards to the program being manufacturing oriented. He received an ASQ scholarship last year and is investigating possibilities of ASQ certification. Willis likes QCT 110, but felt quality certifications should be emphasized. He wasn't sure the level of college algebra he is taking is needed and feels that sitting in the classroom is better than on-line classes. 	<ul style="list-style-type: none"> Student Willis Terry would like to see more of a service approach to the program and include service, healthcare, banking, and government applications. Overall, the program layout is pretty good. He feels the Continuous Improvement and TQM should be in the first semester. Members in attendance all felt that math skills are important, but maybe algebra could be taught with more practical applications. Student Willis Terry's suggestions are welcomed and should be sent to Paul Bean.
Outcomes Assessment Report	<ul style="list-style-type: none"> Student learning outcomes are being measured. QCT 110 is a required data course. The results will be discussed at the spring meeting to see if any of the outcomes need to be adjusted. 	<ul style="list-style-type: none"> Learning outcomes were put in the on-line evaluations that the students complete. So far, there has been a higher response from the first 8-week courses by having the evaluations on-line. Instructors will need to remind their students to fill them out.
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. Dean Randy Wharton reported that discussions are currently underway to possibly move the Quality Assurance program under the School of Business. Consideration is also being given to moving the School of Business computer technology type classes to the School of Technology. Other moves being considered include putting math and science under the School of Technology as well. 	<ul style="list-style-type: none"> Whatever changes are made to the Quality Assurance program curriculum will be brought to the advisory committee for approval. Advisory members will be kept informed as to the status of the program.
Equipment, Facilities, and Staffing	<ul style="list-style-type: none"> MiniTab v16 has been purchased and loaded on the 18 new laptop lab computers. Everything is working great. 	
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. 	<ul style="list-style-type: none"> 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"> ASQ is seeing about a 7% increase in membership and the largest number of people is sitting for the certifications. The meeting adjourned at 10:00 a.m. 	<ul style="list-style-type: none"> Chair – Myron Bowers; Vice Chair – Mark Rodabaugh; Secretary – Mark Schoenlein