



Industrial Advisory Committee Joint Meeting
School of Business, Aviation and Technology
February 7, 2014
Room 300 A&B, Engineering Tech Building

Drafting/Design Engineering Technology Advisory Committee
431 Engineering Tech.

Attendance: Dean Jerry Bacza, Nancy Lawler, Kari Coffindaffer, Jim Davis, Tim Joseph, Beverly Oliver, Vijay Raol, Chris Toothman and Beverly Jones

Guests :Business and Industry leaders, students and staff

8:00AM- 8:45AM Buffet Breakfast

8:45AM Dr. Bacza welcomed everyone to the school-wide Industrial Advisory Committee meeting. He then introduced President Larson. She talked of the importance of students in the workforce and the need for them to be prepared, including emphasis on professional behavior and becoming a good employee of the business.

Dr. Bacza reminded everyone how important this is for our students and improving our programs for them.

We have five programs of study, including Business Technology, Drafting/Design, Graphics Technology, Information Systems and Office Management. He noted that each program is at a different level of maturity with their committee work.

Some topics to consider for committee discussion include: Bylaws, how often to meet, discussion on accreditation, ie. ATMAE, documenting minutes with accomplishments, and transparency of information.

Provost Leslie Lovett was introduced and gave an update on the Higher Learning Commission accreditation report. The importance of advisory boards are mentioned by HLC. Criteria include service and training to our students. Workforce input leads us to better programs and improvements.

The second criterion is ethical and responsible conduct, including practicums and internships. Other skills should include: 1. Written and oral communication, 2. Technical, 3. Critical thinking, 4. Global diversity 5. Soft skills.

The third criterion is teaching and learning. Advisory boards give support for quality.

The fourth criterion is evaluation improvement. What improvement? How we came up with ideas? Help structuring courses and outcomes.

The fifth criterion is resources planning and institutional effectiveness.

Dr. Bacza welcomed all. Each program then met in separate groups at various locations in the Engineering Technology Building

At 9:20AM, Drafting/Design Engineering Technology committee met in room 431 engineering technology.

Present: Sherry Strother, Vanessa Haymond, Joe Buckland, Chris Toothman, Jerry Bacza
Chris Toothman called the meeting to order and passed out an agenda.

The committee approved the May 3, 2013 minutes

Absent: Mike Butts, Jarod Graffius, Jody ware, Dave Ullom, Brian DeBiase, Jessica Frye. (Snow and frigid weather seemed affected some of our attendance)

Introduced Joe Buckland...student member majoring in Drafting/Design Engineering Technology

Spoke about recruiting new members for the Advisory Committee from Thrasher Engineering, T1, WYK, Morgantown Utility Board, Mylan, MSES, USGS.

Remembering Rodney Blosser. Former member of this committee that recently passed away. We held a moment of silence.

Spoke about ATMAE visit in March. The committee input is valued by ATMAE and Pierpont Community and Technical College. Reminded the committee that they will be needed during the last of March for our site visit.

Discussed Curriculum changes. 60 total hours, print reading, sheet metal, one physics course and the mapping course was discussed.

Spoke about the print reading course and how it started out as a committee recommendation and now it is in the new 60 hour curriculum for the 2014-15.

It was also noted that the graduate survey emphasized GIS and the need for a Mapping course in the program.

Spoke about the possible move from main campus to veterans square. Budget factors would prohibit this.

Reviewed the by-laws. They look fine. Elected a co-chair to assist Chris Toothman. Sherry Strother from First energy was elected.

The Drafting/Design Engineering Technology committee adjourned at 10:33AM in Room 431 ET and returned to 427 ET. This committee joined the other four committees.

10:35AM WRAP UP: Each group returned back to room 427 ET for a wrap up.

Dr. Bacza noted there was good input from each committee with good dialogue. This process is important to our continuous improvement plan.

Bev Oliver noted she had a lot of great ideas and in the midst of all the current changes that affect students. Vijay Raol noted that he had a very productive meeting with his committee in preparation for the ATMAE visit. Tim Joseph noted he had much good discussion in his group and they plan to meet again in April. Chris Toothman added that the committee is always helpful with great ideas. Nancy Lawler is looking at improving Office Management and the integration with Health Information Technology.

Meeting adjourned at 10:55AM.