



ABET Committee Meeting Minutes	Attendees: <ul style="list-style-type: none">✓ Dr. Gholam Ehteshami, Professor of Chemical Engineering Technology✓ Dr. Arup Dey, Assistant Professor of Industrial Engineering✓ Dr. Sundaram Arumugam, Assistant Professor of Electrical Engineering✓ Tsosie Schneider, Assistant Professor of Information Technology✓ Dr. Olanrewaju Johnson, Associate Professor of Environmental Engineering✓ Dr. Tarique Khan, Assistant Professor of Advanced Manufacturing Engineering Technology✓ Dr. Frank Stomp, Associate Professor of Computer Science✓ Dr. Bhagya Patil, Assistant Professor of Computer Science✓ Mahbubar Rahman, Assistant Professor of Engineering Technology✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies
Date:	Friday, November 3, 2023
Start Time:	1:34 p.m.
End Time:	2:39 p.m.
Location:	Zoom

I. Call to Order

Dr. Agbaraji called the meeting to order at 1:34 p.m.

II. Approval of Agenda

Dr. Johnson moved to approve the agenda. Dr. Arumugam seconded the motion.

III. Approval of Meeting Minutes

A. October 6, 2023

Dr. Arumugam moved to accept the meeting minutes of October 6, 2023, seconded by Dr. Ehteshami.

IV. Criterion 1: Students

A. Prerequisites

Dr. Stomp suggested adding some prerequisites courses in 100-level courses to get students prepared and be successful in upper-level courses. Dr. Stomp pointed out that faculty should be advising their own students starting from the second year. He further stated that he will phase out the certificate program in computer science and concentrate on the associate and bachelor's degree program.

Dr. Agbaraji said that he would schedule a meeting with program advisors and academic advisors, so everyone will be on the same page regarding students' advising.

V. Criterion 3: Student Outcomes

- A. Advanced Manufacturing Engineering Technology (B.A.S.)
- B. Chemical Engineering Technology (A.A.S.)
- C. Engineering Technology (A.A.S.)

VI Criterion 4: Continuous Improvement

A. Provide Evidence of Continuous Improvement for AMET, ChE, EE, ET, IE, and IT in capstones, labs, presentations, and projects

VII. Criterion 5: Curriculum

- A. “5.d. a culminating major engineering design experience that 1) incorporates appropriate engineering standards and multiple constraints, and 2) is based on the knowledge and skills acquired in earlier course work.”
- B. Examples of Engineering Standards and Codes: OSHA, QMS, ASME Y14.5. ISO 9001, NIST, ANSI, NEC, NESC.
- C. Engineering Technology Accreditation Commission (ETAC)
 - 1. Advanced Manufacturing Engineering Technology - AMET (B.A.S.)
 - 2. Chemical Engineering - ChET (A.A.S.)
 - 3. Engineering Technology - ET (A.A.S.)
- D. Engineering Accreditation Commission (EAC)**
 - 1. Electrical Engineering - EE (B.S.)
 - 2. Environmental Engineering - ENVE (B.S.)
 - 3. Industrial Engineering - IE (B.S.)
 - 4. Mechanical Engineering - ME (B.S.)
- E. Computing Accreditation Commission (CAC)
 - 1. Information Technology - IT (B.A.S.)

List of Technical Electives for Engineering Technology & other Programs

- A. IE 343: Design and Manufacturing Processes II
- B. IE 380: Project Management
- C. ME 353: Fluid Dynamics
- D. IE 388 Safety Engineering
- E. IE 483: Additive Manufacturing

VIII. Criterion 6: Faculty

- A. Insufficient Number of Advanced Manufacturing Faculty
- B. Insufficient Number of Chemical Engineering Faculty
- C. Insufficient Number of Engineering Technology Faculty
- D. New IT Curriculum

Dr. Johnson indicated that the current time for the curriculum committee meetings conflict with class times and asked if meeting schedules can go back the way they used to be scheduled on Tuesdays and Thursdays from 12:30 to 1:30 p.m.

IX. Criterion 8: Institutional Support

- A. Insufficient Number of Electrical Engineering Faculty
- B. Professional Development for IT Faculty
- C. Program Budget for Training and Professional Development for IT faculty

Tsosie wants to know what happened to the IT budget for the past three years.

Dr. Agbaraji informed Tsosie the any budgeted amount that is not utilized by the end of the physical year May 31, is added to the general, but he can inquire about the status of the current IT budget for FY 2024 through the finance director, Cheryl Thompson.

X. APPM, I.E.5.b.: Facilities - to assure the instructional and learning environments are adequate

and are safe for the intended purposes

- A. Fab Lab
- B. Energy Systems Lab
- C. Electrical Engineering Lab
- D. Chemical Engineering Lab
- E. Environmental Engineering Lab
- F. Develop step-by-step processes for training technicians and interns by **November 17, 2023**.
- G. Document the number of people that trained and certified.

XI. Next Meeting Date

The next meeting is scheduled for December 8, 2023, at 1:30 p.m.

XII. Adjournment

Dr. Johnson moved to adjourn the meeting at 2:39 p.m. Dr. Stomp seconded the motion.