

**Industrial Advisory Committee
Technology Department
Meeting Minutes: April 22, 2005
Kaskaskia Room, Student Center, SIUC
Carbondale, IL**

Tentative Agenda

1. Approval of April 2004 Minutes of IAC meeting
2. Nomination/approval of new IAC members
3. Review Undergraduate Curriculum (2.0 hours)
 - a. Present actions resulting from recommendations in April 2004 meeting
 - b. Approval of modified course competencies
 - a. Review of courses/course content
 - b. Laboratory development
 - c. Industrial experiences
 - i. Industrial tours
 - ii. Co-op/internship program
 - iii. Industrial projects
 - d. IT specializations
4. NAIT Accreditation (1.5 hours)
 - a. Review of partial compliance/noncompliance items
 - b. Approval of assessment items/assessment plan
5. Review Graduate Curriculum (1.0 hour)
 - a. Review of courses/course content
 - b. Update on Six Sigma, Lean Manufacturing courses
 - c. On-Line/Distance Learning
 - d. Off-Campus Master's Degree Program
6. IT Recruitment (0.5 hours)

Present:

1. Jim Akers (Chair)
2. Roger Chang
3. Bruce DeRuntz
4. Chuck Kuhn
5. Julie McBride
6. Ron Milligan
7. Tim Moore
8. Earnie Mulvaney
9. Mandara Savage
10. Tomás Velasco

Welcoming Remarks:

The meeting convened at approximately 10:00 a.m. Brief introductions were made by industrial members and faculty.

Minutes of the Previous Meeting:

Minutes of the Industrial Advisory Committee meeting held on April 30, 2004, were reviewed. *Motion to approve the minutes was made by R. Milligan, seconded by R. Chang. Motion was approved unanimously.*

It was noted by R. Chang that Mandara Savage was not listed as being present under the 2004 minutes. It was indicated that the meeting minutes would be changed accordingly. *Motion to accept the changed minutes was made by B. DeRuntz, seconded by M. Savage. Motion was approved unanimously.*

New Business:

1. Nomination/approval of new IAC members

- Two new members, Earnie Mulvaney and Tim Moore, were in attendance. *C. Kuhn made a motion to approve the new members, seconded by R. Milligan. Motion was approved unanimously.*

2. Review Undergraduate Curriculum

- The Industrial Technology faculty discussed two new courses that have been added to the curriculum, Lean Manufacturing (IT 465) and Six Sigma (IT 490). Both courses were developed due to recommendations made in the IAC meeting from the previous year.
- During last year's meeting, discussion took place regarding a new specialization in the IT program. It was proposed that the specialization be entitled "Lean quality systems". This idea was revisited and found, in general, to be a good approach.
- Discussion continued on key areas that students should be exposed to within an IT curriculum. J. Akers mentioned continuous improvement, problem-solving and CQE material. T. Moore and R. Milligan expressed the importance of general technical knowledge with a quality emphasis. T. Moore suggested that students be proficient in software usage with the ability to interpret data. C. Kuhn stated that he felt the curriculum should be broad for management-oriented career paths, but that more focused coursework might better serve experienced employees.
- Course syllabi were reviewed and the following comments were made by the industrial members:
 1. R. Milligan suggested teaching earned-value managements, one of Boeing's Best Practices. This measures cost and schedule performance.
 2. C. Kuhn mentioned failure mode and effect analysis (FMEA) as a course topic.

3. T. Moore discussed emphasizing 3D and solid modeling in the existing AutoCAD course.

Motion to approve course syllabi and competencies “as is” was made by C. Kuhn, seconded by R. Chang. Passed unanimously.

3. NAIT Accreditation

- Discussion commenced with Section 6.3.10 Industrial Experiences of the NAIT guidelines. After debating the pros and cons of making industrial experience mandatory for all students, the consensus was to require an internship or approved industrial project prior to graduation. R. Milligan suggested a 1-hour course entitled “Industrial Participation” as an alternative to an internship. *Motion to include an internship/industrial project as a required component for graduation was made, seconded by T. Velasco. Passed unanimously.* The IT faculty will develop the criteria for the new requirement and present it to the IAC for approval.
- Discussion continued with Section 6.16.1 Assessment Plan of the NAIT guidelines. The IT faculty are currently in the processing of developing a comprehensive assessment plan. R. Chang presented the assessment approach that the department is using, which is based on the more comprehensive ABET assessment criteria. *Motion to approve the IT assessment approach was made by R. Chang, seconded by T. Velasco. Passed unanimously.*

4. Miscellaneous

- J. McBride mentioned a previous suggestion to hold the IAC meetings twice a year in order to allow additional time to discuss agenda items. *Motion to conduct a second IAC meeting in the Fall was made by J. McBride, seconded by R. Milligan. Passed unanimously.*

Adjournment

The meeting was adjourned at approximately 4:35 p.m.