Industrial Advisory Committee
Technology Department
Meeting Minutes: April 25, 2008
College of Engineering
Carbondale, IL

Present:

1. Tom Bennett (Aisin)
2. Chuck Kuhn (Aisin)
3. Brian Milligan (The Boeing Company)
4. Ron Milligan (The Boeing Company)
5. Ron Young (The Boeing Company)
6. Roger Chang
7. Julie Dunston
8. Mandara Savage
9. Tomás Velasco

The meeting convened at approximately 10:00 a.m.

Agenda

1. Introduction of members
2. Approval of Fall 2007 minutes of IAC meeting
3. Announcements
    a. IQE proposal submission update
    b. Manufacturing Systems program requirements change – effective Summer 2008
    c. ASQ certification exam site
    d. NAIT accreditation visit – Spring 2009
4. Department Committees – Mission statement/goals/strategies
    a. Recruitment
    b. Assessment
    c. Research
5. Industrial Technology
    a. NAIT meeting – name change
    b. Undergraduate portfolio
    c. Certificate program update
6. Manufacturing Systems
    a. Strategic plan
    b. Proposed curriculum changes

Introduction of Members

The meeting commenced with a joint introduction of the two department advisory groups: EET's Advisory Board and IT's Industrial Advisory Committee.

Approval of Spring 2007 Minutes

Minutes of the Industrial Advisory Committee meeting held on November 9, 2007, were reviewed. *Motion to approve the minutes was made by C. Kuhn, seconded by T. Bennett. Motion was approved unanimously.*

Announcements

- J. Dunston and T. Velasco provided an update on the progress of the IQE proposal. T. Velasco stated that the proposal was currently being reviewed by the College Curriculum Committee for approval. J. Dunston presented modifications to the IQE proposal based on feedback from the IAC during the Fall 2007 meeting. M. Savage recommended replacing CS202 Introduction to Computer Science with ENGR222b Computational Methods for Engineers and Technologists. The general consensus of the IAC members was to eliminate the chemistry course from the curriculum. It was not considered a critical course for the IQE student.
- T. Velasco announced that the new requirements for Manufacturing Systems, approved by the IAC in the April 2007 meeting, will go into effect July 2008.
- T. Velasco stated that SIUC has been approved as an ASQ certification exam site. C. Kuhn asked about the text that was used for the Six Sigma course. T. Velasco replied that the Certified Six Sigma Green Belt and Black Belt primers were used. These primers are published by the Quality Council of Indiana.
- M Savage announced that the NAIT accreditation visit will take place in Spring 2009.

Department Committees

- M. Savage presented the Assessment Committee document, outlining its mission and objectives. Carl Spezia and Dave Williams are also member of the Assessment Committee.
- As part of the discussion on assessment, the idea of collecting undergraduate portfolios was mentioned. The faculty solicited input from the committee on how to logistically support such efforts and whether or not the portfolios should be mandatory.

  1. B. Milligan suggested keeping all information in the portfolios in electronic format since students may not keep track of paper copies.
  2. C. Kuhn asked about the impact on accreditation if students fail to complete the portfolio, if required to do so.
  3. R. Milligan asked if there would be material in the portfolio that students would have access to that would not normally be returned, such as exams, reports, etc.
  4. R. Milligan recommended that a template be developed for compiling portfolio information.
  5. T. Bennett suggested checking a sample of the portfolios since it would be too time-consuming to review all of them.
  6. R. Chang recommended giving students a bonus for completing the portfolio; for example, extra points in the capstone course. C. Kuhn agreed that there should be a reward.
  7. T. Bennett suggested that burden of requiring the portfolio lie with the industrial partners and not SIU.

8. R. Young stated that if a portfolio is important, it should be mandatory.
9. R. Milligan commented that it was a good idea to make the portfolios mandatory but recommended keeping the process simple.
10. R. Young stated that the portfolio could help students in the same way that Boeing's Personal Development Plan (PDP) assists employees. When applying for jobs, students could submit their portfolio.
11. B. Milligan commented that on-line applications typically limit documents to 1-2 pages.
12. R. Young replied that the portfolio could be taken to job interviews.

Motion to approve a mandatory portfolio was made by C. Kuhn, seconded by R. Milligan. Motion was approved unanimously.

- R. Chang presented an update from the Recruitment Committee regarding its activities to date. Garth Crosby and Bruce DeRuntz are also members of the Recruitment Committee.

  1. R. Chang discussed the promotional presentation, developed by Garth, that is being used for recruiting trips.
  2. C. Kuhn stated that community college prices are a threat to SIU and that the presentation should highlight the benefits of coming in as a freshman.
  3. B. Milligan recommended target Chicago high schools that have the largest percentage of students attending SIU.
  4. R. Milligan followed by suggesting that the department showcase the students that have succeeded at SIU.

- T. Velasco and J. Dunston, members of the Research Committee, reviewed the research goals and strategies for the Department.

  1. B. Milligan mentioned the Lean Aerospace Initiative at Boeing that provides collaborative research among government, industry, and academia. T. Velasco discussed the long-term goal of pursuing funding to start a quality center within the department.
  2. C. Kuhn recommended that audits be conducted in the area of research within the department.

Industrial Technology

- M. Savage provided an update on recent discussions that have taken place within the National Association of Industrial Technology (NAIT) regarding changes to the organization's name. The NAIT Executive Board conducted a Strategic Planning Session in February 2008 to discuss the future direction of NAIT. M. Savage presented the committee with a working document that defines a tentative member service model, vision statement, and mission statement for NAIT.
- R. Chang provided an update on the status of pursuing an undergraduate certificate program.

1. R. Chang stated that the IBHE requires 30 credit hours for undergraduate certificate approval. Base coordinators have responded that 30 credit hours is excessive since most student are needed just a few additional courses beyond the Bachelor's degree to fully expend government funds.
2. M. Savage commented that most certificate programs are stepping stones for an A.S. or B.S. degree. Offering a certificate program at the University level is unprecedented at SIU.
3. T. Velasco suggested looking into offering a graduate certificate.
4. B. Milligan asked what level of course would be required. R. Chang replied that graduate certificate courses would be 400-level or higher.
5. M. Savage discussed the possibility of offering graduate certificate courses through a weekend format. This would then launch the transition to a weekend format for the Manufacturing Systems program.

R. Chang made a motion to explore the pursuit of a graduate certificate program; T. Bennett seconded the motion. Motion was approved unanimously.

Manufacturing Systems

- M. Savage announced that a University Task force was identified to investigate all graduate programs. The outcome was that the Graduate School has required each graduate program to develop a strategic plan. M. Savage followed by presenting the strategic plan for the Manufacturing Systems program. C. Kuhn enquired about the target enrollment numbers and whether these were based on accounting figures. M. Savage replied that the enrollment was determined by the maximum that could be handled from a staffing standpoint.

R. Chang made a motion to approve the Manufacturing Systems Strategic Plan; T. Velasco seconded the motion. Motion was approved unanimously.

- J. Dunston presented the proposed curriculum changes for Manufacturing Systems. It was recommended that the research proposal component be eliminated from MFGS505 Research Methods. In addition, Regression Analysis and Design of Experiments are proposed additions to MFGS510 Quality Assurance. 5 courses (other than MFGS courses) were identified as suitable for students in the

1. C. Kuhn asked if Research Methods could be eliminated from the curriculum.
2. T. Velasco replied that graduate students should still have some knowledge on conducting research.
3. R. Milligan recommended aligning the project management course with PMI certification.

R. Chang made a motion to approve the proposed curriculum changes in Manufacturing Systems; R. Milligan seconded the motion. Motion was approved unanimously.

The meeting was adjourned.