

DIVISION OF ARCHITECTURE, ENGINEERING, AND TECHNOLOGY

DIVISION MEETING MINUTES

October 4, 2007

1:00 PM

West Campus 9-220

Attendance:

Shannon Hellard, Andy Ray, Lisa Macon, Allen Watters, Richard Matias, Soheyla Nakhai, George Rausch, Wael Yousif, Colin Archibald, Joan Alexander, Jim Johnson, Terry Long, Dimas Sanchez, Sean Geftic, Amy Love, Beverly Johnson, Deb Hall, Ali Notash, Emil Vazquez, Hank Regis, Mohua Kar, Radu Bunea, Barbara Schermerhorn (Shannon Hellard conducted the meeting on behalf of Acting Dean Hedayat who was traveling).

Call to Order

Meeting minutes from the August 23rd meeting were distributed to and reviewed by division members prior to this meeting. There were no updates.

Dean's Office – Updates and Announcements

Fall term enrollment for the division has increased 11% over last fall term. A chart was provided showing, by department, enrollment numbers and associated percentage increases from last fall term to this fall term.

The spring 2008 schedule of courses to be offered by our division is complete. Registration begins October 29th and faculty should encourage students to enroll early. A chart was provided showing, by department, numbers of sections and capacities and associated percentage increases from last spring term to the upcoming spring term. The division percentage increase for sections is 18.5%; capacity increase is 12.5%.

Travel requests must be approved by the Provost office. Prior to making travel arrangements or completing travel forms, please submit travel requests to your program chair or Nasser. Note: This does not apply to travel associated with Grants or Endowed Chairs. In addition, SPD covers conference registration fee only.

The Industrial Advisory Committee meetings will be taking place during the next month. Faculty are invited to attend if their schedule permits.

Formal Agenda

1. Reviewing our CCSSE Data

Kurt Ewen, Director of Institutional Assessment at Valencia, gave a presentation to the group titled 'Reviewing our CCSSE Data'. CCSSE is the Community College Survey of Student Engagement. The survey asks questions that assess institutional practices and student behaviors that are correlated highly with student learning and student retention. One of the five majors areas covered, Student-Faculty Interaction, is an area highly focused on by Valencia. The more engaged students are, the higher the chance for them to be successful and retain information. Valencia has participated in CCSSE in 2002, 2004 and most recently in Spring 2007 to randomly selected classes (online and hybrid are excluded). Some questions asked are 'How often have you used e-mail to communicate with an instructor' and 'How often have you talked about career plans with an instructor or advisor'. Valencia scores are benchmarked against the Florida consortium, a three year nationwide cohort of 300,000 plus community college students. In June, the Faculty Council approved the use of the entire CCSSE Student-Faculty Interaction benchmark area as a tool for measuring

institutional effectiveness as it relates to the new compensation plan. CCSSE results from the 2007 survey will constitute the base year. Results from the same section on the 2009 survey will provide the basis for comparison and compensation.

2. Open Lab Feedback

To date there has been positive feedback to the new open lab in 9-233.

3. College Night

Tables will be located in building 3 and we should be setup by 5:30 pm. The event runs from 6 to 8 pm.

4. Learning Day

All full time faculty and staff are required to attend Learning Day on Tuesday, October 23rd at East campus. In the event you are unable to attend, a certificate of absence form should be submitted.

5. MACF Job Fair

The Manufacturing Association of Central Florida Job Fair is scheduled for Thursday, November 15th from 10:00 am to 2:00 pm on West campus, HSB-105. Twenty manufacturing companies will be participating and faculty should encourage students to attend. For more information go to www.macfjobfair.biz

Program Chairs/Lead Faculty Report

Lisa Macon: Beginning Fall 2008, there will be a new technical certificate offered in 'Game Programming'.

Ali Notash: Northrop Grumman Laser Systems (NGLS) will be hiring 60 to 80 students for Laser and Optic Photonics. Currently there are about six students available for internships at NGLS and by next year we hope to have 10 to 15 interns there.

Wael Yousif: The CET program has received an NSF Grant for Computer Forensics and Information Assurance. This will prepare students for the Certified Information Systems Security Professional (CISSP) certificate.

Allen Watters: We will have our first Architecture guest lecturer on November 5th at 7:30 pm on West campus in 4-120. The lecture is co-sponsored by the Orlando Chapter of the American Institute of Architects and is open to the community and Valencia's students.

Open Agenda

For student reinstatement, faculty should send an e-mail to Joseph Sarrubbo in Student Services. Include the student name and Valencia ID (V#), course number and CRN as well as reason for reinstatement.

Student engagement (office) hours should be posted outside each faculty member's office.

Our division has four members on the Faculty Senate Committee. Shannon Hellard and Allen Watters are 'At Large', Lisa Macon is a college wide representative and Colin Archibald is a department representative. Colin is also now on the Curriculum Committee as an IT representative.

Adjournment

Meeting concluded at 2:00 PM. The next meeting will be held on Thursday, November 1st at 1:00 PM.