

EPIC Meeting
September 7, 2001
12 noon - 1 PM
ETC 5.210

Minutes

Members Present: Ron Barr, Jerry Jones, Ram Manthiram, Valerie Tardif, Harovel Wheat (ex-officio), Billy Wood, Sherry Woods (Dean's office).

1. The committee reviewed the EPIC annual report submitted to the Dean's office in July 2001. The committee also reviewed the agenda items that were accomplished last year.
2. Committee membership was reviewed for 2001-2002. Manthiram suggested that Barr ask Joe Beaman to either re-appoint the current committee, or to rotate new members onto the committee. Tardif mentioned she is looking for a replacement for her from the OR area. The rest of the membership present will serve if asked. It was mentioned to ask Matt Campbell to join, due to his Student Portfolio project.
3. Sherry Woods, Director of Special Projects, has been assigned a project that deals with ABET from the Dean's office. She gave her overview and perspectives on ABET being an opportunity to improve our educational programs on a continual basis. Some of the specifics she discussed:
 - a. EBI results of student exit surveys are available for ME. She gave them to Jac.
 - b. Graduating Senior questionnaires are available.
 - c. FE exam results are available.The emphasis is on efficient data gathering and analysis of these surveys.
4. Dean Armstrong wants a draft ABET Self-Study Report from all Departments in Spring 2002. The format is not clear yet. Bar may need to ask Beaman for some ME staff support for this.
5. Sherry Woods gave an Excel spreadsheet of ABET websites to Barr. Any other committee member is welcome to the file and can get it from Barr.
6. The EPIC agenda items for 2001-2002 were reviewed and top priorities are as follows:
 - Development of EPIC Website (Ron Barr and David Dart)
 - ABET Syllabi for all ME Courses on Web (Ron Barr and administrative staff)
 - Interface with Dean's Office and College Documentation (Sherry Woods)
 - Individual Course Review Form for ME Faculty
 - Assessment Connectivity Matrices
 - Interface with Student Portfolio Committee (Matt Campbell)
 - Interface with PROCEED Committee (Phil Schmidt)Committee members are asked to indicate if they have an interest in any of these areas, and sub-committees will be formed at the next meeting.
7. Next Meeting will be in mid-October (Oct. 12 maybe). It appears noon on Friday works for almost all current members. If it is at noon, Barr will find a way to supply Box lunches on occasions. EPIC will try to meet 3 times per semester just as in 2000-2001 AY.