

EPIC Minutes

May 2, 2003, 12 noon - 1 PM

In attendance: Ron Barr, Joe Beaman, Steve Biegalski, Rich Crawford, John Hasenbein, Jack Howell, Lew Rabenberg, Phil Schmidt, Harovel Wheat, Billy Wood, Sherry Woods, Dani Fournier.

1. Lunch Boxes were served and 15 minutes were allocated to eat them.
2. Dani Fournier reported on ABET data gathering of course syllabi and student samples. The data gathering for the Fall 2002 actually went better than the Spring 2003 is going. She prepared a list of non-compliant faculty and will send out a reminder to faculty.
3. Sherry Woods asked for ME volunteers for the improved Syllabus Template Project (at least two PC users and two Mac users). Several committee members volunteered. Sherry will contact them.
4. Ron Barr presented the committee with poster copies of Program Educational Objectives (PEO's), Program Outcomes (PO's) and Closing Loop Diagram. It was recommended the poster copies of the PEO's and PO's be distributed to all faculty in their 5th floor mailboxes (Note: Dani did this after the meeting). The "Closing the Loop" diagram is still in progress. Several recommendations:
 - a. Include the ME Curriculum/Catalog committee somewhere.
 - b. Add the Chairman's "Senior Exit Interviews" somewhere.Barr will update the diagram and it will be discussed at the next EPIC meeting
5. Examples of EBI data charts from the Dean's office were presented. For purposes of assessment and improvement, it was recommended to have threshold criteria as follows:
 - a. EBI Acceptability Threshold = 5.5 out of 7.0
 - b. Importance –Preparation Difference > 1.0 Raises FlagJoe Beaman stressed the value of having EBI results that compare our UT ME program with others nationally. EBI surveys will continue for several years.
6. Jack Howell presented an example of an ME Outcomes Notebook for Outcome #6. It can serve as a template model for the other nine Outcomes Notebooks. EPIC members are encouraged to review the document and, if needed, send an email to Jack to get an electronic version.
7. The results of the Faculty Course Feedback Forms for Fall 2002 were reviewed. The committee strongly agreed that it should be repeated this Spring 2003. (Note: Dani sent blank electronic forms out to all the faculty on Friday afternoon, May 2, after the meeting).
8. Plans for the Mock ABET Visit during Summer 2003 were reviewed by Ron Barr. Possible names for the external reviewer were discussed. The name of Larry Witte from the University of Houston was mentioned. Barr will follow up on this lead. Sherry Woods will supply a list of other possible external reviewers.
9. Barr suggested that there be an ME ABET Committee (EPIC) Link on the ME website home page for about one year surrounding the ABET visit in Fall 2004.
10. New Business: Phil Schmidt mentioned that Theresa Jones had devised a QQI (Quantity, Quality, Improvement) outcomes survey for PROCEED. It was suggested that Theresa be invited to the next EPIC meeting to present her project.

Next Epic Meeting: Mid-July 2003 to review plans for Mock Visit.