



ABET Committee Meeting Minutes	Attendees: <ul style="list-style-type: none">✓ Dr. Peter Romine, Associate Professor of Electrical Engineering✓ Dr. Sundaram Arumugam, Assistant Professor of Electrical Engineering✓ Anusuya Velligiri, Assistant Professor of Building Information Modeling✓ Dr. Juanita Francis, Assistant Professor of Environmental Engineering✓ Dr. Arup Dey, Assistant Professor of Industrial Engineering✓ Dr. Tarique Khan, Assistant Professor of Advanced Manufacturing✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies
Date:	Friday, August 11, 2023
Start Time:	1:44 p.m.
End Time:	2:00 p.m.
Location:	Zoom

I. Call to Order

Dr. Agbaraji called the meeting to order at 1:44 p.m.

II. Approval of Agenda

Dr. Romine moved to approve the agenda. Dr. Dey seconded the motion.

III. Approval of Meeting Minutes

A. May 17, 2023

Dr. Romine moved to accept the meeting minutes of May 17, 2023, seconded by Anusuya.

IV. Team Chairs and Program Evaluators, and Observers

- A. AMET (B.A.S.)
- B. ChET (A.A.S.)
- C. EE (B.S.)
- D. ET (A.A.S.)
- E. IE (B.S.)
- F. IT (B.A.S.)

V. Display Materials

- A. Assessment Materials
- B. Books
- C. Graded Assignments
- D. Graded Quizzes
- E. Graded Examinations

Dr. Agbaraji mentioned that the following rooms will be used for display of students' work during the ABET site visit.

AMET: TECH 325

EE: MOD 16

ChET: TECH 312
IE: TECH 322
ET: TECH 325
I.T: I.T. Conference Room

VI. Criterion 3: Student Outcomes

- A. The program must have documented student outcomes that support the program educational objectives.
- B. Attainment of these outcomes prepares graduates to enter professional practice.

VII Criterion 4: Continuous Improvement

- A. The results of evaluations must be systematically utilized as input for the program's continuous improvement actions.
- B. Do not combine assessment results of different programs from an interdisciplinary capstone, a project or a lab, so separate the assessment results for each program.
- C. Don't average the results of performance indicators (PI's), so analyze each indicator separately.

According to Dr. Dey, there were no responses from the I.T. students graduates for the PEO surveys, but there were responses from EE, ChE, and IE students. Dr. Dey will be sending the survey results to the engineering faculty.

VIII. Criterion 5 - Curriculum

- A. Submit student design projects with grading rubrics by Wednesday, August 9, 2023, for AMET, ChE, EE, ET, IE, and I.T.

IX. Accreditation Policy and Procedure manual (APPM)

I.A.6. Institution catalogs and similar electronic or print publications must clearly indicate the programs accredited by the commissions of ABET as separate and distinct from any other programs or kinds of accreditation. Each accredited program must be specifically identified as "accredited by the _ Accreditation Commission(s) of ABET, <https://www.abet.org>, under the General Criteria and the _____ Program Criteria."

X. ABET Site Visit Schedule

XI. Next Meeting Dates: 9/1/2023, 10/6/2023, 11/3/2023, and 12/1/2023, at 1:30 p.m.

The next meeting is scheduled for September 1, 2023, at 1:30 p.m.

XII. Adjournment

Dr. Romine moved to adjourn the meeting at 2:00 p.m. Dr. Arumugam seconded the motion.