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**NAVAJO TECHNICAL UNIVERSITY**

ESTABLISHED 1979

<b>ABET Committee Meeting Minutes</b>	<b>Attendees:</b> <ul style="list-style-type: none"> <li>✓ Dr. Peter Romine, Associate Professor of Electrical Engineering</li> <li>✓ Dr. Sundaram Arumugam, Assistant Professor of Electrical Engineering</li> <li>✓ Harry Whiting, Assistant Professor of Industrial Engineering</li> <li>✓ Dr. Kamel Alboaouh, Assistant Professor of Electrical Engineering</li> <li>✓ Anusuya Velligiri, Assistant Professor of Building Information Modeling</li> <li>✓ Dr. Olanrewaju Johnson, Assistant Professor of Environmental Engineering</li> <li>✓ Dr. Osama Fakron, Assitant Professor of Engineering Technology</li> <li>✓ Dr. Monsuru Ramoni, Associate Professor of Industrial Engineering</li> <li>✓ Juanita Francis, Assistant Professor of Environmental Engineering</li> <li>✓ Dr. Alden Yellowhose, Assistant Professor of Mechanical Engineering</li> <li>✓ Tsosie Schneider, Assistant Professor Information Technology</li> <li>✓ Dr. Frank Stomp, Associate Professor of Computer Science</li> <li>✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies</li> </ul>
<b>Date:</b>	Friday, January 14, 2022
<b>Time:</b>	9.04 a.m.
<b>Location:</b>	Zoom

**I. Call to Order**

The meeting was called to order by Dr. Agbaraji at 9:04 a.m.

**II. Approval of Agenda**

Harry motioned to approve the agenda and seconded by Dr. Arumugam.

**III. Approval of Meeting Minutes**

A. December 3, 2021

Dr. Arumugam motioned to approve the meeting minutes of December 3, 2021, seconded by Dr. Stomp.

**IV. ABET Assessment Training by Harry, Dr. Ramoni, and Dr. Romine**

A. Program Assessment

Dr. Romine presented the ABET accreditation and procedure Manual (APPM) and program outcomes. ABET program assessment is reported in histogram format, analyze data and act on the outcomes where the required targets are not met – continuous improvement.

B. Performance Indicators.

Harry presented performance indicators for each student learning outcomes - 1 to 7.

C. Rubrics

Dr. Romine presented rubrics with performance indicators for outcome number 3 - an ability to communicate effectively with a range of audiences.

Dr. Agbaraji encouraged all faculty to do ABET assessment and use the same result and data for the HLC assessment.

**V. PEOs Survey**

A. CAC - Alumni, Community, Employers, Industry Partners, & Students

- B. EAC - Alumni, Community, Employers, Industry Partners, & Students
- C. ETAC - Alumni, Community, Employers, Industry Partners, & Students

Dr. Romine stated that the SurveyMonkey has expired and it needs to be renewed. Dr. Agbaraji will tell Cynthia to process the credit card payment to renew the SurveyMonkey software for the PEOs survey.

**VI. Self-Study Reports Update**

- A. AMET: Dr. Ragavanantham Shanmugam
- B. CHEME: Dr. Gholam Ehteshami
- C. EE: Dr. Peter Romine
- D. ENVE: Dr. Olanrewaju Johnson
- E. IE: Dr. Monsuru Ramoni
- F. ET: Dr. Osama Fakron
- G. IT: Tsosie Schneider
- H. ME: Dr. Alden Yellowhorse

The lead for each program needs to submit a draft self-study report by the next meeting on February 4, 2022.

**VII. Engineering Strategic Plan**

Dr. Romine will present a draft copy of the engineering five-year plan by the next meeting.

**VIII. ABET Workshop - Fundamentals of Program Assessment: Jan. 20-Feb. 24, 2022**

Tsosie, Dr. Alboaouh, Harry, Dr. Yellowhorse, Dr. Aramungam, Dr. Shanmungam, and Juanita will be participating in the virtual ABET workshop - fundamentals of program assessment.

**IX. Next Meeting Date**

The next meeting is scheduled for February 4, 2022, from 1:30 to 2:30 p.m.

**X. Adjournment**

Dr. Romine motioned to adjourn the meeting at 11:55 a.m. and seconded by Dr. Johnson.