



<b>ABET Committee Meeting Minutes</b>	<b>Attendees:</b> <ul style="list-style-type: none"><li>✓ Dr. Monsuru Ramoni, Associate Professor of Industrial Engineering</li><li>✓ Dr. Peter Romine, Associate Professor of Electrical Engineering</li><li>✓ Dr. Arup Dey, Assistant Professor Industrial Engineering</li><li>✓ Dr. Gholam Ehteshami, Professor of Chemical Engineering Technology</li><li>✓ Dr. Sundaram Arumugam, Assistant Professor of Electrical Engineering</li><li>✓ Anusuya Velligiri, Assistant Professor of Building Information Modeling</li><li>✓ Dr. Osama Fakron, Assistant Professor of Engineering Technology</li><li>✓ Tsosie Schneider, Assistant Professor of Information Technology</li><li>✓ Sumathi Ragavanantham, Assistant Professor of Information Technology</li><li>✓ Dr. Olanrewaju Johnson, Associate Professor of Environmental Engineering</li><li>✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies</li></ul>
<b>Date:</b>	Friday, May 5, 2023
<b>Start Time:</b>	1:37 p.m.
<b>End Time:</b>	2:02 p.m.
<b>Location:</b>	Zoom

#### **I. Call to Order**

Dr. Agbaraji called the meeting to order at 1:37 p.m.

#### **II. Approval of Agenda**

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

#### **III. Approval of Meeting Minutes**

A. April 7, 2023

Dr. Ehteshami moved to accept the meeting minutes of April 7, 2023, seconded by Anusuya.

#### **IV. Self-Study Report (SSR)**

- 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.)

1. Submit an Updated Draft of the SSR by April 7, 2023

2. Submit a Final Draft of the SSR by May 18, 2023

The faculty indicated that the SSR reports for their various programs will be ready by May 18, 2023, but Tsosie said he might need more time to complete the IT report.

#### **V. ABET Site Visit**

A. October 1-3, 2023

- B. 6 PEVs
- C. 3 Chairpersons (CAC, EAC, and ETAC)
- D. Observers: Representatives from New Mexico Board of Licensure for Professional Engineers and Professional Surveyors (NMBLPEPS)

**VI. General Review Process and Timeline**

- C. January 31: Request for Evaluation (RFE) is submitted
- D. April - May: Team Chair is assigned
- E. July 1: Self-Study Report (SSR) is submitted
- F. July - Sept: Team Chair reviews the reports
- G. Oct - Nov: Site Visit and Draft Statement
- H. Jan - May: Due Process
  - I. May 20: Post 30-Day Response Deadline
  - J. July: CAC, EAC, and ETAC Action
- K. August: Institution is notified about the final action

**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, separate the assessment results for each program.
- C. Don't average the results of performance indicators (PI's), so analyze each indicator separately.

**VIII. PEOs Surveys for all ABET Programs**

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

**IX. Display Materials**

- A. Bookshelves
- B. Binders
- C. Books
- D. Graded Assessment
- E. Graded Quizzes
- F. Graded Examinations

**X. Diversity, Equity, and Inclusion (DEI) - Pilot Study**

- A. Engineering practice that relates to preparing students to succeed and contribute to a diverse global workforce
- Dr. Romine and Dr. Agbaraji will work on DEI report.

**XI. Next Meeting Date**

The next meeting is scheduled for May 17, 2023, at 1:30 p.m.

**XII. Adjournment**

Dr. Romine moved to adjourn the meeting at 2:02 p.m. Dr. Ehteshami seconded the motion.