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| ABET Committee Meeting Minutes | Attendees: <ul style="list-style-type: none">✓ Dr. Peter Romine, Associate professor of Electrical Engineering✓ Dr. Monsuru Ramoni, Associate Professor of Industrial Engineering✓ Dr. Arup Dey, Assistant Professor of Industrial Engineering✓ Dr. Sundaram Arumugam, Assistant Professor of Electrical Engineering✓ Anusuya Velligiri, Assistant Professor of Building Information Modeling✓ Dr. Osama Fakron, Assistant Professor of Engineering Technology✓ Tsosie Schneider, Assistant Professor of Information Technology✓ Sumathi Ragavanantham, Assistant Professor of Information Technology✓ Dr. Gholam Ehteshami, Professor of Chemical Engineering✓ Dr. Ragavanantham Shanmugam, Associate Professor of Advanced Manufacturing Engineering Technology✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies |
| Date: | Friday, December 2, 2022 |
| Start Time: | 1: 33 p.m. |
| End Time: | 2:30 p.m. |
| Location: | Zoom |

I. Call to Order

Dr. Agbaraji called the meeting to order at 1:33 p.m.

II. Approval of Agenda

Dr. Ehteshami moved to approve the agenda, seconded by Dr. Dey.

III. Approval of Meeting Minutes

A. November 4, 2022

Dr. Ehteshami said his name was omitted as being present at the November meeting and requested that his name be added. Dr. Romine moved to accept the meeting minutes of November 4, 2022, seconded by Dr. Shanmugam.

IV. Request for Evaluation (RFE) Report: December 1, 2022 to January 31, 2023

- A. AMET (B.A.S.)
- B. CHEMET (A.A.S.)
- C. EE (B.S.)
- D. ET (A.A.S.)
- E. IE (B.S.)
- F. IT (B.A.S.)
 - 1. General ABET Criteria 1 - 8
 - 2. Program Criteria (Specific for each Program)
 - 3. Submit RFE Report by December 9, 2022

Faculty presented updates of their RFE reports. Dr. Romine said the diversity, equity, and inclusion (DEI) need to be taught in the curriculum as required by part.

V. Self-Study Report (SSR) by July 1, 2023

VI. Criterion 4: Continuous Improvement

- A. The results of evaluations must be systematically utilized as input for the program's continuous improvement actions

VII. PEOs Survey by Dr. Romine/Dr. Dey

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

VIII. Professional Organization for Students

- A. **American Institute of Chemical Engineers (AICE)**
- B. **American Society of Mechanical Engineers (ASME)**
- C. Computing Sciences Accreditation Board (CSAB)
- D. **Institute of Electrical and Electronics Engineers (IEEE)**
- E. Institute of Industrial and Systems Engineers (IISE)
- F. Society of Manufacturing Engineering Engineers (SME)
- G. Engineering Club

Dr. Agbaraji suggested that the Engineering Club needs to organize field trips, invite guest speakers, host engineering banquet. Dr. Romine recommended Candice Craig to be the program advisor for Engineering Club since the faculty are too busy to with teaching and grant proposals.

IX. Next Meeting Date

The next meeting is scheduled for January 13, 2023, at 1:30 p.m.

X. Adjournment

Dr. Romine moved to adjourn the meeting at 2:44 p.m., seconded by Dr. Shanmugam