



ABET Committee Meeting Minutes	Attendees: <ul style="list-style-type: none">✓ Dr. Monsuru Ramoni, Associate Professor of Industrial Engineering✓ Dr. Gholam Ehteshami, Professor of Chemical Engineering Technology✓ 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✓ Dr. Olanrewaju Johnson, Assistant Professor of Environmental Engineering✓ Juanita Francis, Assistant Professor of Environmental Engineering✓ Dr. Ragavanantham Shanmugam, Associate Professor of Advanced Manufacturing Engineering Technology✓ Sumathi Ragavanantham, Assistant Professor of Information Technology✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies
Date:	Friday, April 7, 2023
Start Time:	1:35 p.m.
End Time:	2:05 p.m.
Location:	Zoom

I. Call to Order

Dr. Agbaraji called the meeting to order at 1:35 p.m.

II. Approval of Agenda

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

III. Approval of Meeting Minutes

A. March 3, 2023

Dr. Ehteshami moved to accept the meeting minutes of March 3, 2023, seconded by Dr. Arumugam.

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 19, 2023

V. General Review Process and Timeline

- A. January 31: Request for Evaluation (RFE) is submitted
- B. April - May: Team Chair is assigned

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

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 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

VIII. Display Materials

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

Dr. Fakron stated that he ordered SolidWorks Professional last semester, but it was not purchased by the Business Office until middle of the semester, so he ended up using Onshape CAD software.

IX. Strategic Plan

- A. Engineering Strategic Plan
 - 1. ABET Accreditation
 - 2. Graduate Programs
 - 3. Engineering Practice Facility
 - 4. Increase Engineering Enrollment
- B. IT Strategic Plan
 - 1. ABET Accreditation
 - 2. Graduate Programs
 - 3. Increase IT Enrollment

Tsosie presented a copy of the IT strategic plan.

X. ABET Symposium: April 20-21, Nashville, TN

XI. Next Meeting Date

The next meeting is scheduled for May 5, 2023, at 1:30 p.m.

XII. Adjournment

Dr. Arumugam moved to adjourn the meeting at 2:05 p.m. Dr. Ramoni seconded the motion.