ELECTRONICS TECHNOLOGY ADVISORY COMMITTEE
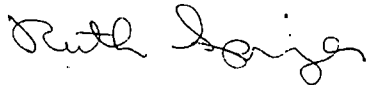## FOLLOW-UP MEETING
December 2, 1996

Present: Patrick Dean, Paraprofessional
Sally Kalson, Coordinator of Cooperative Education
Dr. Carlos Olivarez, Dean, Academic and Student Services
Dr. Robert Powell, Faculty
Willard Rush, Faculty
Ruth Springer, Secretary

Advisory Committee Recommendations	Follow-Up Actions
1. That OCC obtain the necessary equipment for at least one or two soldering stations capable of removing or installing surface mount technology in order to give students hands-on training in the soldering of fine pitch parts, suggested equipment to include magnifiers, scopes, and lamps.	1. A request for surface mount soldering equipment was submitted under the 1996-1997 Capital Equipment Budget. The request has been approved in the amount of $18,000. Equipment is currently being ordered.
2. That OCC staff visit the lab at Jabil Circuit or at Electro Linc to see what equipment they have and model OCC's lab set-up after theirs.	2. Mr. Patrick Dean, Dr. Robert Powell, and Mr. Willard Rush will make a company visit as early as possible during the Winter 1997 semester.
3. That OCC staff members visit classes at Jabil Circuit to see what films and instructional materials they are using and how they are training their people in surface mount soldering.	See 2 above.
4. That OCC obtain the necessary equipment to teach 28XX Series Flash PROM's.	3. Mr. Dean is gathering information regarding what equipment would be needed to provide this instruction.

Advisory Committee Recommendations	Follow-Up Actions
5. That CIS 105 be added to the Electronics Technology curriculum and/or that instruction in the use of appropriate computer software applications be included in the Electronics classes.	4. CIS 105 will be added to the Electronics Technology curriculum as a recommended elective. Dr. Powell will make this change through OCC's curriculum process. 5. Ruth Springer will request from OCC's Information & Telecommunications Systems Department a printout of all Electronics and Computer Hardware students from the last five years who have taken ENG 211, Technical Writing. The group may then consider surveying those students regarding the effectiveness of that class as a part of their curriculum.
6. That the College explore the possibility of including a co-op internship as part of the Electronics Technology curriculum.	6. Dr. Powell will do the necessary curriculum revision to create two co-op internship classes, to be listed possibly as EEC 170 and EEC 270. They will be added to the Electronics Technology curriculum as recommended electives. Dr. Powell will explore the possibility of naming these courses and writing prerequisites and course descriptions in such a way as to be able to also include them in the Computer Hardware and Electrical Trades curricula, if so desired.
7. That lab equipment be updated as much as possible, so students are able to gain hands-on experience with equipment similar to what they will find on the job in industry.	Ongoing
8. That CAD facilities be made available for the teaching of DRT 114.	7. Dr. Carlos Olivarez will speak with Mr. Tahir Khan, CAD faculty, regarding CAD Lab availability for the teaching of DRT 114 for Spring term, 1997.

Advisory Committee Recommendations	Follow-Up Actions
9. That DRT 114 be taught using one of the newer software packages, preferably one which does simulation. 10. That decisions about instructors and software for DRT 114 be made by faculty in the Electronics area.	8. Mr. Rush will attempt to find an adjunct instructor to teach DRT 114 for Spring, 1997. He will consult with the prospective adjunct regarding appropriate software to be used in the class. 9. The group recommended that, when a new full-time faculty is hired for the Drafting area, that person's required job qualifications include a background in Electronic Drafting. 10. The group recommended that the person hired to teach Electronic Drafting be added to the Electronics Technology Advisory Committee.

Respectfully submitted,

Ruth Springer

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