

2006 EP Meeting Minutes

Full Committee – September 5, 2006

Present: Fernandez, Hearn, Kyle, Nakotte, Pennise.

Absent: Furth, Pate (excused), Pedersen

The main purpose of this meeting was to discuss with Paul Furth & Ron Pederson the ABET visit scheduled for October & Program Objectives

The discussion focused on what to do with the scheduling of site tours for the ABET visit. Since Ron & Paul were absent it was concluded that Tom and Heinz would go to engineering to become familiar with the engineering facilities and discuss this with the engineers.

It was discussed and decided that Heinz, Tom, Andrei Campbell, Rose Chavarria, John Haas and our Evaluator would attend the ABET lunch at Corbett Center if they all are able.

Prior to the meeting, Heinz spoke with Krist Peterson about time with the evaluator. Krist mentioned to Heinz that we should only schedule "alone time" with the EP students only and not the faculty since student involvement is what ABET is more interested in than total faculty "buy-in". Thus, coffee & doughnuts will be scheduled for the EP students with the ABET Evaluator during the meeting.

An EP student and Physics pizza lunch will be scheduled for Wednesday September 20th in order to discuss with them the ABET visit and to get better acquainted with the EP students.

In preparation for the ABET visit and because of travel, Gary will ready the 315 lab before he leaves.

Objectives will be discussed in a (hopefully) Full ABET committee on Tuesday, September 12 at 1:30 pm in the conference room.

Physics Internal Committee – August 28, 2006

Present: Heinz Nakotte, Steve Pate, Tom Hearn, Elena Fernandez

Date: August 28, 2006

The main purpose of the 'ABET lunch' meeting was to discuss the response of Prof. Denny (McNeese University), who is the ABET evaluator of our EP program. Heinz had asked him several questions concerning the procedure, and his answers are listed below.

> 1) I would like to interview some of the faculty members and some of the students in the program. It would be good if you could schedule these meetings in advance of the visit.

We agreed that we will come with some sort of schedule, after discussions with our engineering colleagues,

and send it to Denny for approval.

> 2) I don't think it will be necessary or practical to interview all of the 16 faculty members. I would like to meet with 4 or 5 of the faculty members - preferably a mix from physics, M.E., and E.E, including untenured and tenured faculty members at various ranks.

We discussed that apart from Hearn and Nakotte, other faculty to be available for interviews might be Kyle (on Monday) or Gibbs, Vasiliev or Lee. From engineering, we would of course rely on the usual suspects, Furth (EE) and Peterson (ME), but we might also need somebody involved in the Capstone course (in particular for ME, since Furth has done a capstone course for EE, we believe). Heinz will try to find out who would be a good choice.

> 3) I would appreciate a short tour so that I can see your teaching and laboratory facilities.

Here, some concerns were raised. It was agreed that having the tour on Sunday would be the best, since it wouldn't interfere with the lectures or teaching duties of involved faculty. A tour of the teaching facilities seems straightforward, but the labs may require some set-up. The 200-level tutorial-based labs should not be a showcase of the lab facilities. Unfortunately, Gary would be unavailable to show 315L (since he would be still on travel on Sunday), and we might want to ask Jacob and Shay to show their research labs (or PHYS475 facilities – Shay). Another question is whether the tour needs to include the facilities at the engineering departments as well. We should discuss that with the engineers.

> 4) As indicated in number 2 above, I would like to talk to a few of the engineering faculty who support your program. These meetings could be in any building that is convenient for everyone involved.

It seems best to have everybody scheduled in the Physics Department.

> 5) I would like to have direct contact with faculty and/or students involved in your capstone experience if possible.

The only current student that has taken the capstone is Rose Chavarria. Hearn thought that there might be a second one, but that's not so according to the folders. However, Andre Campbell who graduated last semester is still around as well, and everybody agreed that both students are 'fine choices' to talk to the evaluator. We also discussed to invite all the EP students to meet with the EP advisor. Initially, we thought about a Pizza lunch, but since the lunch is already scheduled by the dean's office, we will need to come up with some other arrangement (Coffee and Donuts?)

> 6) I would like to see some samples (not all) of your assessment efforts in both physics and engineering.

That's good news, because it means that we won't need a complete set of data from the engineers! On the other hand, as Hearn indicated, it would be useful info about what is actually taught in those courses.

Since the ABET visit is quickly approaching, additional ABET lunch discussions in future (although no dates were fixed), a meeting of the ABET full committee next week Tuesday, and a 'special' ABET faculty meeting in about 2 weeks were suggested.

Finally, Pate owes Nakotte for lunch. He promised to 'work it off', but exact conditions were not released.

Physics Internal Committee – August 15, 2006

Dear ABET folks:

At today's meeting we went over the existing assessment forms for outcomes *(a)-(k)*. Here is my synopsis of the discussion:

- *(a)* Gary is almost finished with it.
- *(b)* Chris got started on it but was stymied by incomplete data on Phys 213L, 214L, 215L, and 216L. The relevant instructors (Kanim, Pate and Hearn) will fix up their notebooks so that Chris can finish the job.
- *(c)* This outcome is almost entirely measured in engineering classes. Heinz will go to the engineering departments to get the information.
- *(d)* Elena agreed to do this one. *(e)* Elena started on this one and will finish it.
- *(f)* SFP will do this. *(g)* *(h)* SFP will do this. *(i)* SFP will do this. *(j)* SFP will do this.
- *(k)* [Heinz] agreed to do *(g)* and *(k)*.
- SFP agreed to do *(f)*, *(h)*, *(i)*, and *(j)* because they are similar and are measured in the same classes.

The notebooks are still missing for Phys 315 and 475, and this is becoming a real problem. I wrote to Vassili (again) about this. I think we decided that our next ABET meeting is 1pm 29-August. This will come just before the first physics faculty meeting at 3:30pm on the same day. The ABET visit is only 8 weeks away!
Steve

ABET Lite

Physics Internal Committee – August 3, 2006

Discussed outcomes and the flowchart. Need further discussion with the rest of the committee.

Gary was assigned outcome a,
Chris outcome b, and
Elena outcome e.