

## **25 April 2025 IAB meeting**

### **Chairman's Key Takeaways**

#### **MEETING MINUTES**

**Attendees:** Kevin Milliman, Christie Peebles, Ian Hammontree, Jason Burdick, Jeremy Sell, John Oakey, Juhyeon Ahn, Karen Wawrousek, Len Switzer, Mark Rubick, Mike Thomas, Randy Pfeiffer, Roberta Sabino, Utkarsh Kapoor, Jerry Schuchardt, Dan Pond, Vladimir Alvarado, John Oakey, Katie Li-Oakey,

Welcomes to the meeting.

Mak Rubick motion to approve Fall 24 IAB meeting minutes

Seconded by Kevin Milliman

Approved unanimously

Mark Rubrick motion to approve today's meeting agenda

Seconded by Dan Pond

Approved unanimously

#### **Department and University update – Vladimir**

Faculty updates - promotions, moves and new faculty

Enrollment updated - numbers generally lower across the university.

Update on the Dean situation

Atmospherics of the Department and College after the change in leadership

#### **ACTION ITEM:**

How the board will craft a response to the president in relation to the retention and recruitment of the department and for the betterment of the department.

#### **PCI Minor update – Ian Hammontree**

Enrollment and graduation numbers decreasing, but staying on course with the same cohort

Briefed demographics by class

Issues with getting freshman and sophomore to sign up

Discussed improving the path to attain the minor and course improvements

**ACTION ITEM:**

Schedule a time for Industry board members and process control engineers to pitch the importance of the minor to the freshman and sophomore classes

**Board member Tour the Process Control Simulation Lab – Randy Phiffer**

**Recruitment and Outreach – Ian Hammontree**

Discusses websites improvements, adding more on the Biomedical minor page, and recruitment targeting plans

**ABET – Karen Wawrousek**

Program Education Goals:

**Board Vote**

Change OBJ2 from Demonstrate successful career growth” to “Demonstrate successful career growth and advancement”

Motioned by Len Switzer

Seconded by Mark Rubrick

Passed unanimously

Discussed hiring a work study for Fall semester to work with academic affairs and school of graduate education to collect alumni contact information.

**Undergrad Program – Katie Li-Oakey**

Internships at 90%

Curriculum updates and mapping with the university of Adelaide (Australia) and UAE American University in order to start an exchange program

## **Research Brief**

Juhyeon briefed her research area and projects on Energy materials and process applications.

## **Graduate Program and Biomedical Engineering minor – John Oakey**

Stipend Increase

Academic Affairs and SGE are doing an online migration for all documents

Enrollment numbers are lower across the campus

Stresses on the program – Visa, Funding, Research

Briefed GA allotments across the college. They have not changed since the college merge

BME minors doubled from year 1 and 2 to year 4

## **AAR Comments**

In person meeting preferred

Leverage the minor more

Get information out about Chemical Engineering and their skill sets to recruitment targets

Get RSVP for meeting attendance 2-4 months

Fall meeting tentative date 26 September or 10 October

**ACTION ITEM:** Charter vote for the board

Motion to adjourn: Mike

Seconded by Kevin

Passed Unanimously

