

Minutes of the Electrical and Computer Engineering Technology Department Heads Association (ECETDHA) Business Meeting at the 2004 CIEC, February 3, 2004, 5:00 p.m., Tuesday, in the Bay 3 Room, Grand Biloxi Hotel and Conference Center, Biloxi, MS

Welcome and Call to Order by Tom Hall, Chair

The following were in attendance:

Salame Amr	Virginia State University
Charles L. Bachman	Southern Poly
Walter Buchanan	Northeastern University
Tom Hall	Northwestern State University
Ron Land	Penn State (ETCE)
Barry Lunt	Brigham Young University
Marvin Needler	IUPUI
Johnny B. Patterson Jr.	Grambling State University
(Prof. Patterson paid dues for Grambling, making it the ECETDHA's 50 <sup>th</sup> member for 2003-2004!)	
Carol Richardson	RIT
Ron Rockland	NJIT
Beshara Sholy	Saint Louis University
John Stratton	RIT

I. Tom Hall, Chair, called the meeting to order at 5:00 p.m.

II. Tom reviewed the tentative agenda and it was approved.

II. The minutes by the Secretary-Treasurer, Walter Buchanan, of the Electrical and Computer Engineering Technology Department Heads Association (ECETDHA) Business Meeting at the 2003 ASEE, June 24, 2003, 10:30 p.m., Tuesday, in Directors 4 Room, Renaissance Hotel, Nashville, TN, were approved.

IV. The Treasurer's Report by Walter Buchanan was approved. For the 2003-2004 administrative year there were 49 dues paying members resulting in a balance of \$2,386.70 in our Northeastern University Federal Credit Union account.

V. Tom gave the CTAA Report with information he had received from Dave Baker. 2003 accreditation activity was reported on, a request for Industry PEVs (and academic PEVs from 2-year schools) was made, and the new Mechatronics Program Criteria were discussed. The new Standards in Engineering Task Force was reported on. NCEES issues were brought up and the consensus of the group was that civil engineers should take the lead and the push for Engineering Technology registration should be done state by state.

VI. Old Business

A. The letter to TAC on faculty credentials by our chair was well received and TAC's response was thoughtful, although not what we had hoped for in the maintaining of Basic Credentials.

The chair expressed his appreciation to TAC for their consideration and their insightful answer.

B. Input to the College Board's "Guide to 150 Popular Colleges Majors" for our Electrical Engineering Technology and Computer Engineering Technology programs resulted in a \$400 check to our treasury. Kudos to Tom Hall and Hal Broberg for their work on this!

C. The ECET Department Heads' Survey conducted by Hal Broberg on "What things were important?" showed the top three items of interest to be:

1. External funding sources
2. Decreasing enrollment
3. Student recruiting and retention

This study is being done in conjunction with similar studies by the MET and CET Department Heads' Associations.

#### VII. New Business

A. Discussion of future endeavors for the ECETDHA

1. A Leadership workshop at the ETLI was proposed and will be pursued by Tom.
2. Likewise for an ABET best practices workshop in conjunction with the ETC or ETD.
3. It was agreed that Bob Herrick, the ECETDH at Purdue, be contacted about work on a "pool" for promotion and tenure external reviewers.

B. Other new business

1. Marvin Needler, the Past Chair, agreed to work on updating our constitution and by-laws.
2. The Treasurer suggested the use of the treasury for "mini-grants" to support study of some of the items mentioned in VI.C.
2. John Stratton got support for planning a 25<sup>th</sup> year celebration of the founding of ECETDHA, which occurred at the 1981 ASEE Convention in San Diego.

VIII. The Chair adjourned the meeting at 6 p.m.

Respectfully submitted,

Walter Buchanan  
Secretary-Treasurer