# Electronics Department Meeting
## Agenda
8/22/2014  2:00-3:00 Bldg 28  4th floor

### Members Attending:
- Jonathan Hymer
- Jim Uranga
- Joe Denny
- Ken Miller
- Andy Lopez
- Steve Harsany
- Howard Yee

## Updates/Discussion
<table>
<thead>
<tr>
<th>Topic</th>
<th>Updates/Discussion</th>
<th>Outcome/Action Needed/Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Notes from Division Meeting</td>
<td>Security update. Be extremely cautious and keep all rooms locked. Report any unlocked rooms to security. Wednesday Sept 17 will have emergency drills.</td>
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<tr>
<td>2. Scheduling Issues</td>
<td>We have the possibility of adding section for the winter intersession if they are bottleneck courses.</td>
<td>We talked about which courses are bottleneck and did not identify any except possibly elec 51 that would fit this category. We may in future years add this course to the winter intersession.</td>
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<td>3. Enrollment Issues</td>
<td>Since we are in growth mode, we may need to begin marketing our department.</td>
<td>We need to ask our intro students how they learned about our program to help us understand how to better market.</td>
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<td>4. Student/Classroom Issues</td>
<td>No food or drinks in the classroom. We need to crack down on this more. Only capped water.</td>
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<td>5. Budget Issues</td>
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<td>6. Course SLOs</td>
<td>CNET66 and CNET58 slo’s are in progress.</td>
<td>Jonathan will put data in tracdat</td>
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<td>7. Program SLOs</td>
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<td>8. 4 Year Review of Curriculum</td>
<td>Need to do 4 year review for CNET 64 and CNET66</td>
<td>Ken will work on this.</td>
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<td>9. Modified and New Curriculum</td>
<td>We were throwing around the idea of attaching ELEC10 to a certificate. No decision was made.</td>
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<td>10. Department Web Page</td>
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<td>11. Reports from Committee Reps</td>
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<td>12. Department Announcements</td>
<td>48 new DMM’s were purchased and can now be used in the class. They have a capacitor check feature and are true rms meters. We need to think about how we want to integrate the EST program with Electronics in order to get higher enrollment. Jim was thinking that if we combined the 2 certificates into one and made it a shorter program to get through, this would help.</td>
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<td>13. Input for Next Advisory Meeting Agenda</td>
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<td>14. Facilities Issues</td>
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<td>15. Adjourned</td>
<td>Adjourned</td>
<td>Meeting was Adjourned Respectfully submitted,</td>
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### Issue Bin/Items for Future Agenda:
- Future Meeting Dates TBD