

ABET meeting

May 22, 2008

In attendance: Reza Abbaschian, C.V. Ravishankar, Amit Roy-Chowdhury, Tom Payne, Eamonn Keogh, Tim Willette, Mitch Boretz

The agenda:

1. Completing the EE and CE responses to remaining weaknesses.

EE has sent its draft to Board of Advisors members for review and comment. EE also has asked the Board of Advisors members to be sure to fill out the employer survey.

The Computer Engineering report is under way and will be finished within the next few weeks.

2. Alumni surveys (and perhaps improving our alumni database).

We are getting better alumni lists from Alumni Relations, but there still are a lot of gaps. Ravi and Tim will follow up on the possibility of hiring a service to go through out lists and improve them.

3. Record-keeping of curriculum changes, including establishing wiki sites.

Mitch gave an overview of the new ABET/Assessment intranet site, which will be a repository for ABET-relevant documents. Files will include the 2006 ABET criteria and reports; quarterly lists of courses; copies of alumni and employer surveys; Executive Committee actions on curriculum changes; and annual reports on curriculum changes. Mitch will present this to department chairs in early June and have the site operational in July.