

Attendees: Emmanuel Dada, Michael Gyamerah, Sheena Reeves, Lealon Martin, Keisha Antoine, Nabila Shamim, Kazeem Olanrewaju, Carl McIntyre, Jorge Gabitto, Sachie Etherington, Tina Love

This was the first in-person meeting since 2020.

ABET visit 9/25 – 9/27

Faculty workload. Each of us should have the equivalent of 12 hours (= 6 hours teaching + 3 hours curriculum development + 3 hours research)

Unit Ops, Thermo II, Transport enrollment have fallen off. Enrollment for all classes are lower than expected. We may not have a Thermo I class for this semester.

8/23 Small class reports are due to ensure that faculty have appropriate workload.

Enrollment sources

1. Transfer students

- The University of Houston (transfer pipeline has dried up)
- Surrounding area community colleges. They would be ready to enter the CHEG program if they have taken prerequisite courses – Calculus I and Chemistry II and MEB. While many feeder schools do have an MEB course in their course list, there is no one to teach the course.

2. Incoming freshmen

- Students from high school should come in Calculus-ready, i.e., they should have done Algebra, Trigonometry and Geometry in high school so that they can start with Calculus I at the start of their program.
- Students from high school should come in Chemistry II-ready
- Many of the students have to take remedial courses to catch up, thus adding a year or two to their course of study. We discussed that it is possible that the students are not receiving the correct guidance for studying engineering at university. This may mean that COE may want to establish relationships with schools so that the correct guidance be provided to students even at the 8th grade level.

Enrollment challenges in COE and CHEG

The faculty discussed that on the whole, enrollment has fallen in COE and very noticeably in CHEG. We discussed that we can address these challenges by making CHEG more interesting to the students by being more strategic in our recruiting efforts:

1. Addressing recruitment at the transfer student level
2. Addressing recruitment of incoming freshmen by leveraging and partnering with different PVAMU resources that are already working recruitment.
3. Making the CHEG and CHEG faculty websites more visually appealing – adding videos that engage the students, perhaps using social media outlets to interact with prospective students
4. Showing students how CHEG relates with upcoming fields like AI, MR, etc.

Follow-up Actions

Dr. Kazeem Olanrewaju (Head of Accreditation Committee) volunteered to be the point person for recruiting efforts in the department. He will compose a memo to Dr. Lealon Martin (Assoc. Dean) detailing the challenges that we face with recruiting and sending the department's recommendations for addressing these challenges.

Department faculty is looking at ways to become more purposeful in recruiting. We will need access to recruiting calendars to plan how to best leverage the faculty

8/19/2022

Faculty Meeting Minutes (8/17/2022)

Col. Pearson's calendar (university recruiting) – to be requested by Ms. Tina Love
Ms. Jasmine Murray's calendar (COE recruiting) – to be requested by Dr. L. Martin
Dr. Fred Bonner's calendar (HISD visits) – to be requested by Dr. Michael Gyamerah