**Florida SouthWestern State College  
School of Business and Technology  
Architecture/Civil Engineering Advisory Board Meeting Minutes  
September 19, 2023  
MINUTES**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Present** | **Absent** | **Excused** |
| **Administration** |  |  |  |
| Dr. Mary Myers, Dean | X |  |  |
| Jennifer Baker | X |  |  |
| **Faculty** |  |  |  |
| Mary Conwell | X |  |  |
| Munir Al-Suleh | X |  |  |
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| Staff |  |  |  |
| Albert Nault | X |  |  |
| Mary Fullenkamp | X |  |  |
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|  | **Present** | **Absent** | **Excused** |
| **Committee Members** |  |  |  |
| Tyler Patek | X |  |  |
| Michael Ward | X |  |  |
| Taylor Sawatzky | X |  |  |
| Claude Villiers | X |  |  |
| John Talmage | X |  |  |
| Matthew Johnson | X |  |  |
| Carlos Marcet | X |  |  |
| Trudi Williams | X |  |  |
| Nick Burkel | X |  |  |
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**Call to Order.** Dr. Mary Myers called the meeting to order at 3:10PM. She invited committee members, faculty, and staff to introduce themselves.  
  
**Minutes.** Minutes of the last meeting were approved as submitted.  
  
**Unfinished Business.** No unfinished business was brought before the committee.  
  
**New Business.**

Enrollment:

* Dr. Myers presented the School of Business & Technology’s growing enrollment and pointed out the popularity of differing modalities; she indicated that we are trying to implement modalities that accommodate students’ needs.
* The board discussed learning tools (glass dry erase boards; classroom cameras) that can strengthen in-person and virtual learning.

Workforce Education:

* Dr. Myers reviewed our Guided Pathways and various available certifications
* Identified programs embedded with industry certifications that ensure graduates are job-ready.
* Reviewed multiple opportunities for course/program funding within the School of Business & Technology.
* Introduced the Career Center (opening soon).
* Introduced the Workforce Education newsletter.

Curriculum Review:

* Jennifer Baker and Trudi Williams discussed the goal of eliminating courses/coursework to better accommodate material that’s crucial to job-readiness.
* The deadline to propose curriculum changes for next year is in November.
* The board discussed the goals of Architecture/Construction/Civil Engineering A.S. degrees and how the program requirements align with the desired outcomes.
* Potential areas for change: MAC 1114 (trigonometry), ETD 1530 (manual drafting and design), ETD 2340 (Advanced Computer Aided Drafting)

MAC 1114: trigonometry is a roadblock for many students; consider getting rid of the course requirement and embed relevant trigonometry principles into other courses.

ETD 1530: Manual drafting/design isn’t very relevant to the field anymore; consider emphasizing a focus on architectural design elements.

ETD 2340: roadblock especially in online sections; consider Blended instead of fully online sections to support hands-on instruction.

* Add an Engineering Graphics II course – advance Civil 3D include possible industry certification
* Add Advanced Revit Architecture include possible industry certification
* Review industry certifications that can be earned through coursework

**Adjournment.** The meeting was adjourned at 4:37PM.  
  
Mary Fullenkamp, Coordinator