



Occupational Safety, Health, and Environment (OSH&E) Program
Department of Computer Science and Industrial Technology
Southeastern Louisiana University
SLU 10847
Hammond, LA 70402

December 18, 2017

Dear OSH&E Advisory Committee Member,

On behalf of Southeastern Occupational Safety, Health, and Environment (OSH&E) Program, we would like to give our sincere appreciation to you for your involvement in the OSH&E Advisory Committee as well as your participation in the meetings and discussion.

Enclosed please find the report of the OSH&E Advisory Committee meeting that was held on November 10, 2017. Please feel free to let us know should you have any questions and comments!

It is a great honor and pleasure to invite you to our next semi-annual meeting, which is tentatively scheduled in April 2018. A formal invitation will be sent to you when the meeting date and venue are confirmed.

Thank you very much for your continued contribution to the program!

Sincerely,

Dr. Lu Yuan, CSP
Interim Department Head &
Associate Professor

Ms. Dorinda Folse
OSH&E AC Chairperson

Mr. Lance Roux, CSP
OSH&E AC Co-Chairperson

OSH&E Advisory Committee November 10, 2017 Meeting Report by Mr. Chris Kuiper and Dr. Lu Yuan

The last Occupational Safety, Health, and Environment (OSH&E) Advisory Committee meeting was held from 8:30 AM to 1:00 PM on November 10, 2017 at the New Student Union Ballroom in Hammond. (Please see the attached sample photos!) This meeting was part of the CSIT Department Advisory Committee Annual Meeting. The attendees include nine of the twenty-one OSH&E Advisory Committee members (**Appendix A** with update-to-date contact information). Three OSH&E full-time faculty members were present, including: Dr. Lu Yuan, Dr. Ephraim Massawe, and Mr. Chris Kuiper. Mr. Lawrence Mauerman, the former OSH&E coordinator, attended the meeting. Two OSH&E students, Daniel Cuevas and Gregg Landry, were present. Special guests included: Jeremy Miller and Katie Hill. Absent were Steve Pereira, Richard Matherne, Don Jones, Wayne LaCombe, Dorinda Folsie, Beth Inbau, Lance Roux, David Noland, Glenn Young, Jody Hammett, Bill Cowser, and Julie Roussel.

Appendix B lists the agenda of the overall meeting. The meeting was called to order by Dr. Yuan at 8:40 am. Approximately 90 people participated in the event.

Mr. Jerome Mabile, CSIT Advisory Committee Executive Leadership Board Member and Corporate QC Director of Performance Contractors, thanked the committee members for their contributions to the CSIT Department. He shared his story of getting actively involved with the CSIT Department.

Then, Dr. Yuan discussed the Department mission and shared what happened in 2016-2017 with the meeting attendees.

Next, Dean Dan McCarthy spoke to the meeting attendees that the CSIT Department would be split into two departments, including: Department of Computer Science and Department of Industrial and Engineering Technology. As part of the College/Department response to the continually increased demand, Dr. McCarthy shared the idea of establishing an Industry Advisory Council, which is independent from the Department and is driven by industrial partners who recognize the value of the Department to their companies. The Council will have four active committees, including: curriculum and accreditation, department and student enhancement, membership and fundraising, and publicity and promotion. The council members will have access to students for jobs and internships, help to ensure a sustainable supply of graduates, and direct influence on curriculum development.

At that time the committee broke out into groups by degrees.

The agenda for the OSH&E Advisory Committee meeting is attached in **Appendix C**. Dr. Yuan welcomed the committee members. Next, members introduced themselves.

OLD BUSINESS

Dr. Yuan opened the meeting with an overview of ABET final statement. He explained the final statement stated that students in the program were completing their internship requirement before

substantially completing all required OSHE courses. Since internship is identified as the class that demonstrates the culminating experience, ABET mandates that students complete their internship in their last semester or after completing all OSHE major courses.

Some industry representatives at the meeting stated that they prefer hiring interns earlier in their degree program as the company is better able to help develop the student's skills and competencies and it allows them to better evaluate the student in light of the prospect of future employment. Dr. Yuan explained that early internships can be done as a professional elective in students' junior year.

Dr. Yuan informed the Committee that students unable to arrange an internship in their senior year may engage in a Research Project as an alternate. This option does not provide the real internship experience; however, students are able to work with the OSH&E faculty on practice-oriented projects in order to complete the curriculum on time. The assigned faculty advisor is not compensated for the additional time and effort in guiding the student through the semester-long project.

A question from one of the Advisory Committee members concerned the possibility of students starting an internship mid-semester. Dr. Yuan explained that it is a possibility as long as University timelines are met. Another member asked whether the OSH&E program allows or requires students to complete a capstone project. Lu responded that the Research project that is completed via independent study is much like a capstone project.

A question was raised about how OSH&E faculty guide students to companies. Staff at the meeting affirmed that during advising sessions, students are asked about their areas of interest and the types of industries that attract their attention. Faculty then help students identify industries and companies that may be a match. The student is mentored on how to approach prospective internship employers. Students also attend various on-campus job fairs where they may meet with employers from various industries. In addition, whenever OSH&E faculty receive emails and/or phone calls regarding the internship opportunities, Dr. Yuan always forwards the information to pertinent OSH&E majors.

Dr. Yuan shared with the meeting attendees that the OSH&E program has implemented the following actions to address the issues that were raised in the ABET final statement:

1. Weakness in regard to Criterion 5. Curriculum

- We plan to change the OSHE 391 (since it is the required internship class in the 2017-2018 curriculum sheet) course description by adding the following: "OSHE 391 must be taken in the last semester of the study, or after most if not all of the OSHE major courses have been completed."
- We plan to add IT 291 (also called Industrial Internship) as one of the accepted Professional Electives. By doing this, OSH&E students can still take the internship class earlier during their study and receive 3 credit hours of Professional Electives. But, they will still need to complete OSHE 391 (or IT 391 if they are on an older catalog year) during the last semester or after completing most if not all of the OSHE major courses.

- We will only accept up to 3 credit hours of IT 291 as Professional Electives. The total credit hours of Professional Electives are 8 (or 10 if a student needs to take 2 hours to make up SE 101).

2. Weakness and Concern in regard to Criterion 6. Faculty

Since Priya will join the OSH&E program starting Spring 2018, we feel that both the weakness and concern in regard to Criterion. Faculty will be resolved.

3. Concern in regard to Criterion 7. Facilities

Since the request for hiring a lab coordinator may not be approved, we wondered if it is possible to set up a student labor budget within the CSIT Department (or the new Department of Industrial & Engineering Technology) when student workers are hired to work with the faculty to maintain the labs on a regular basis.

Dr. Yuan shared with the committee members that the OSH&E program received \$5,000 from BCSP to support the ABET re-accreditation process. In addition, Daniel Cuevas was selected to receive the BCSP Fall 2017 \$5,000 Scholarship to OSH&E.

NEW BUSINESS

Dr. Yuan shared that it is time to fill out the Southeastern OSH&E Advisory Committee Questionnaire. The questionnaire would be sent to the committee members via email. The members were asked to visit <https://www.surveymonkey.com/r/YGDHRYB> and complete the questionnaire by Monday, Dec.4, 2017.

Dr. Yuan also informed the meeting attendees that the OSH&E program is actively searching for a new full-time Instructor. He said that anyone with possible interest must have at least a Master's degree and preferably a CSP and/or CIH designation.

Another question raised in the meeting was whether the University was providing a Master's Degree in OSH&E. Dr. Yuan explained that a Doctorate degree is required to teach in the Master's program and the current faculty size as well as the demand from industry and students would not support a Master's degree.

The OSH&E program then invited the Advisory Committee members to a tour of the new building. Meeting was adjourned at noon. Members and guests returned to the main room for lunch and more networking.





Appendix A

OSH&E Advisory Committee

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* - Mr. Mauerman retired after Spring 2012.



ADVISORY COMMITTEE MEETING – NOVEMBER 10, 2017

Department of Computer Science and Industrial Technology

PROGRAM SCHEDULE:

- 8am-830am Coffee Social/Networking, New Student Union, Large Ballroom (3rd Floor)
- 830am-9am Opening Remarks
- Mr. Jerome Mabile, CSIT Advisory Committee Executive Leadership Board, Corporate QC Director, Performance Contractors Inc.
 - Dr. Lu Yuan, Interim Department Head of CSIT
 - Dr. Dan McCarthy, Dean of College of Science and Technology
- 9am-12pm Break-out Sessions
- In Ballrooms A, B, and C, and Conference Room
- 12pm-1210pm Brief Summary by Executive Leadership Board and Program Coordinator in Large Ballroom
- Sean Goodgion, CGB (Computer Science, Information Technology) and Dr. John Burris, CSIT Undergraduate Coordinator
 - Joe Gelpi, Oceaneering (Engineering Technology) and Dr. Mohammad Saadeh, ET Coordinator
 - Jerome Mabile, Performance Contractors (Industrial Technology) and Dr. Roy Bonnette, IT Coordinator
 - Rick Saizan, Gulf Coast Safety Council (OSH&E) and Dr. Lu Yuan, Interim Department Head
- 1210pm-1pm Lunch (Courtesy of Cajun Industries, LLC)
- In Large Ballroom

LOCATION:

New War Memorial Student Union, 3rd floor

Bldg. # 25A on http://www.southeastern.edu/map/assets/campus_map.pdf



Appendix C
OSH&E Advisory Committee

Semi-Annual Meeting Agenda
November 10, 2017

<u>Time</u>	<u>Issues</u>	<u>Actions</u>
9:00 - 9:15 am	Welcome & Introduction (By Dr. Lu Yuan)	
9:15 - 10:30 am	Old Business	
	1. ABET Reaccreditation (By Dr. Lu Yuan)	
	2. BCSP \$5000 Contribution to OSH&E And \$5000 Scholarship (By Dr. Lu Yuan)	
10:30 - 11:50 am	New Business	
	1. Tour of New Building (By all)	
	2. OSH&E Advisory Committee Questionnaire	
	3. OSH&E Instructor Search	
11:50 - 12:00 pm	Portrait & Group Picture	
12:00 pm	Luncheon	