

## **Agenda**

### **Mechanical Engineering Technology Department Heads Committee**

2004 International Mechanical Engineering Congress and Expo

*Hilton Anaheim, Anaheim, CA*

*Malibu, Fourth Floor*

*Monday, November 16, 2004*

*1:00 PM – 2:30 PM*

- I. **Call to Order** – *Ken Rennels*
- II. **Approval of Minutes from the 2003 Summer Business Meeting** – *Ken Rennels*
- III. **Chairs Report** – *Ken Rennels*
- IV. **Vice Chair's Report (IMECE 2004 & 2005)** – *Raju Dandu*
- V. **Report from Board of Engineering Education** – *Walt Laity*
- VI. **Staff Report** – *Tom Perry*
- VII. **Report by the Committee on Technology Accreditation** – *Scott Danielson*
- VIII. **Report of Nominating Committee** – *Greg Neff*
- IX. **New Business**
  - **Action on Changes to METDHC Operating Guide** – *Scott Danielson*
  - **Discussion of MET Recruiting and Retention Efforts** – *Dave Myszka*
  - **Discussion of common MET** – *MaryFran Desrochers*