

Administrative and Educational Support Report

School of Engineering & Computer Science

**Annual Action Plan
Annual Assessment Report**

June 2006 – May 2007



Annual Action Plan: June 1, 2006–May 31, 2007

Unit: School of Engineering and Computer Science

UTPA Mission: The University of Texas-Pan American (UTPA) serves the higher education needs of a rapidly growing, international, multicultural population in the South Texas Region. The University preserves, transmits and creates knowledge to serve the cultural, civic, and economic advancement of the region and the state. The University provides students advanced instruction in academic programs offered through innovative delivery systems that lead to professional certification, and baccalaureate, master's and doctoral degrees. Through teaching, research, creative activity and public service, UTPA prepares students for lifelong learning and leadership roles in the state, nation and world community.

Division: Academic Affairs **Unit Head:** Dr. Miguel A. Gonzalez

Unit Mission: The School of Engineering and Computer Science supports the mission statement of The University of Texas – Pan American by committing to excellence in instruction, student performance, research, scholarly accomplishment, and professional service, and by promoting the expansion of national and international emphasis in all major areas of institutional endeavor. The School strives to provide its students and faculty an environment of academic freedom that will insure the exchange of ideas and the dissemination of knowledge. The School will provide a strong scientific and technical foundation for all students of the university. The School will continue to pursue a strong research program involving undergraduate and graduate students and faculty in all areas of computer science, and engineering.

UTPA Goal: Provide students with a quality educational experience that enables them to complete their educational goals in a timely fashion.

Academic Affairs Objective: Review and restructure all educational programs to ensure that students complete their educational goals in a timely fashion.

College/AVP Objective: Give students, and design programs with, more flexibility to meet core requirements, and reduce time to graduation.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Review and reevaluate required courses for all B.S. majors in the School. (1)	Establish departmental curriculum committees in each department to review BS requirements.	Programs requirements will be reduced to 120 hours except for professional engineering and computer	By August 31, 2007, All BS programs will be reduced to 120 hours or show accreditation or other criteria to justify a greater	None

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Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
		science programs.	requirement.	

UTPA Goal: Provide students with a quality educational experience that enables them to complete their educational goals in a timely fashion.

Academic Affairs Objective: Assist students in defining their educational goals and support them in reaching those goals in a timely manner.

College/AVP Objective: Provide students with resources needed to succeed.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Provide students with resources needed to succeed. (2)	Work with the University Scholarship personnel to make the scholarship application process more user friendly.	Scholarship applications will be available online for at least 15 of the 23 scholarships available in the School.	Count the number of departmental scholarship applications available online and verify that 15 of the applications are online by May 31, 2007.	None
	Make the scholarship opportunities more available to students in the School of Engineering and Computer Science.	Install bulletin boards to advertise scholarships in the Engineering Building.	Inspect the Engineering Building to locate the scholarship bulletin boards and verify that boards are installed, by May 31, 2007.	\$150 to purchase and install one bulletin board.
	Enhance academic advisement processes by coordinating with the Academic Advisement and Mentoring Center.	Identify office space for the college's professional advisors in our building close to where faculty offices are located.	By May 31, 2007, sites for office space for the School's professional guidance counselor will be identified.	None

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UTPA Goal: Become an outstanding research institution, emphasizing collaborative partnerships and entrepreneurship.

Academic Affairs Objective: Foster intramural and extramural collaborative research partnerships.

College/AVP Objective: Increase research collaborations among departments and other colleges and universities.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Increase funded research collaborations among departments and other colleges and universities. (3)	Build on existing contacts by submitting collaborative proposals and host research symposiums so faculty can share research interests.	Increase the collaborative proposals submitted by School faculty.	The number of School collaborative proposals submitted will increase by 10% in AY 2007 compared to AY 2006.	None
	Invite faculty researchers to UTPA to give guest lectures on their research.	Increase the number of research symposiums. In 2005-06 there were 3 and we aspire to increase that to 5.	Research symposia hosted by School departments will increase to 5 in AY 2007, as compared to 3 in AY 2006.	\$5000 for Engineering and Computer Science Symposium and \$1000 from IDC funds for other efforts.

UTPA Goal: Become an outstanding research institution emphasizing collaborative partnerships and entrepreneurship

Academic Affairs Objective: Establish a research environment that is student-learner centered.

College/AVP Objective: Hire strong research faculty who can teach.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
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Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Hire strong research faculty who have a strong interest in teaching. (4)	Inform faculty being hired that reports will be collected through Form C's after each semester that will count the numbers of professional presentations and publications.	An increase of 10% in the number of presentations and publications will be documented.	By May 31, a 10% increase in School presentations and publications will be noted by counting from Form C reports.	Continue to fund student poster competitions and research presentations with awards for winners. \$3,000

UTPA Goal:

Become an outstanding research institution emphasizing collaborative partnerships and entrepreneurship

Academic Affairs Objective:

Provide support for the improvement of the research infrastructure.

College/AVP Objective:

Increase space and resources for research.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Increase space and resources for research. (5)	Asses space needs and communicate to administration.	100% of School faculty requesting research space will be assigned appropriate space (as determined by the department chair and dean).	By May 31, 2007, 100% of School faculty requesting research space will have an assigned space.	A portion of the requested \$600,000 in Renovation funds for Center for Manufacturing.
	Maintain research equipment.	Increase the inventory of research instruments that are replaced or added in AY 2007 from those added in AY 2006 by increasing available HEAF and grant funding by 10%.	HEAF dollars or grant funds used to replace or expand the research instrument base will be higher by 10% in AY 2007 from that in AY 2006.	Continue to allocate equipment funds from HEAF.

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UTPA Goal: Become an outstanding research institution emphasizing collaborative partnerships and entrepreneurship

Academic Affairs Objective: Establish a framework for external support of research and entrepreneurial activities.

College/AVP Objective: Increase funding for research through endowments, grants, contracts, and gifts.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Increase funding for research through grants, contracts and gifts. (6)	Reward faculty for success in bringing research funds to UTPA.	Increase the amount of external funds awarded to the College of Science and Engineering	By May 31, 2007, there will be an increase of external funds received in AY 2007 by COSE of 10% over AY 2006.	Outstanding faculty awards at the University level.
Expand student research symposiums. (7)	Assist student organizations in science and engineering and build on the Computer Science ACM chapter experience in Spring 2006.	Host two student research days in AY 2007 instead of only one.	Verify by May 31, 2007 that there were two student research days during AY 2007.	Funds for awards and lunch using IDC funds--\$1000.

UTPA Goal: Enhance UTPA's engagement with the community to meet challenges and maximize opportunities.

Academic Affairs Objective: Promote engagement with existing organizations to address challenges and opportunities.

College/AVP Objective: Find niches in the community where COSE expertise can help.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Use faculty to speak at	Establish a baseline for	The number of lectures	By May 31, 2007, establish	None

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Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
public meetings and service clubs. (8)	School faculty providing community talks related to their discipline in Rotary and Lions Clubs or to other interest groups.	given by School faculty in AY 2007 to community groups will be documented so as to establish a baseline through Annual Faculty Evaluation data.	the base line for presentations from the 2004-05 and 2005-06 Faculty Evaluation forms.	

UTPA Goal: Enhance UTPA's engagement with the community to meet challenges and maximize opportunities.

Academic Affairs Objective: Promote engagement with existing organizations to address challenges and opportunities.

College/AVP Objective: Continue to participate in and promote community events.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Enhance the HESTEC engagement with the community. (9)	Open the Engineering Building to the public during HESTEC.	Host an Engineering Symposium and Community Day activities in the 2 buildings during HESTEC Week.	Verify by May 31, 2007 that the Engineering building was used to host an Engineering Symposium activity during HESTEC 2006.	None

UTPA Goal: Collaborate with P-12 schools to enlarge the pool of applicants who are personally prepared and academically qualified for higher education

Academic Objective: Establish expectations/standards that define students who are personally prepared and academically qualified for college.

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Affairs Objective:

College/AVP Objective: Promote and enhance educational/research opportunities for P-12 students, and establish standards for students entering COSE.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Promote and enhance education and research opportunities for K-12 students. (10)	Increase the number of engineering camps offered by the School units during summer.	Using AY 2006 as a baseline, ensure that more summer science camps are scheduled to be hosted by School units in Summer 2007.	Verify, by May 31, 2007 that more camps are scheduled for Summer 2007 sponsored by School units in comparison to Summer 2006.	Various funding sources such as grants or other agencies funding.

UTPA Goal: Infuse Inter-American and global perspectives through the University community.

Academic Affairs Objective: Increase and improve international activities on campus.

College/AVP Objective: Promote and enhance collaborations with universities and organizations with international emphasis.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Expand the ITESM-Guadalajara program in Engineering. (11)	COSE administrators will visit ITESM-G to build new relationships and to re-establish the former programs.	Increase the number of institutions partnering with UTPA in the ITESM-Guadalajara Program above the number of partners in AY 2006.	Verify, by May 31, 2007, that a commitment has been received by ITESM-Guadalajara Program partners so that an increase in participating institutions over AY 2006 is realized.	Travel funds for Dr. Gonzalez and other faculty to visit Mexican universities to set up the summer programs.

**Annual Assessment Report is due on
June 15, 2007.**

It will be posted by June 30, 2007.