

Administrative and Educational Support Report*

Department of Electrical Engineering

**Annual Action Plan
Annual Assessment Report**

June 2007 – May 2008

*Student Learning Outcomes for this department are available at
<http://www.ie.utpa.edu/CoBALearningOutcomes.htm>



Annual Action Plan: June 1, 2007–May 31, 2008

Unit: **Department of Electrical Engineering**

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: Heinrich Foltz

Unit Mission:

The Electrical Engineering Department will provide undergraduate students from the Lower Rio Grande Valley a quality education to prepare them for the practice of engineering, with sufficient depth to continue their education beyond the baccalaureate degree.

The curriculum provides skills that enhance the understanding of engineering sciences by

- including an adequate number of courses in the fundamental areas of mathematics, science, and engineering,
- having a strong lab component,
- emphasizing design, and stressing verbal and written communication, and
- incorporating the use of current computational hardware and software technologies.

To promote an awareness of current and emerging industrial practice, the department provides the students opportunities to participate in

- professional organizations,
- industrial internships or co-op experiences, and
- scholarly activities including supervised research.

The department provides the opportunity for student success in the undergraduate program through

- a readily available faculty, who continuously strive to improve their instructional materials and the methods of dissemination, practice lifelong learning by keeping abreast of and participating in the latest developments in their chosen areas of expertise, and interact across disciplines, and
- liberal access to the computational facilities and laboratories of the department.

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UTPA Goal:

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

Academic Affairs Objective:

1.A. The Provost Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking and improving continuance of students in degree programs as measured by key outcome measures associated with students in continuance degree programs.

College/AVP Objective:

I.A: The COSE Dean's Office will work with its department chairs to establish a systematic methodology for collecting, reporting, and benchmarking of the key outcome measures associated with continuance of students in degree programs as measured by these outcomes.

Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
1.A.3 Improve Retention Rates in the Major	Increase sophomore to junior retention by 3% Increase junior to senior retention by 3%	Separate ELEE2420 into lab and lecture courses. Offer increased tutoring in ELEE2330 and 2420. Appoint undergraduate coordinator	Request sophomore-junior retention data from OIRE and compare to objective of 3% increase. Request junior-senior retention data from OIRE and compare to objective of 3% increase.	None
1.A.4 Provide students with advance scheduling information	Post a cycling of courses for a 2 year time frame by October 1, 2007	Post cycle outside office, and on website.	Place a question on the exit interviews for graduating majors asking if the cycling of courses was available to them. Target is 90% positive response.	None

UTPA Goal:

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

Academic Affairs Objective:

1.B. The Provost Office will work with the Colleges (and departments) to establish a systematic methodology for the collection, reporting, benchmarking and improving of the key outcome measures associated with enhancing student learning outcomes.

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College/AVP Objective:

1.B. The College of Science and Engineering will assist the departments in establishing a systematic methodology for the collection, reporting, and benchmarking of the key outcome measures associated with enhancing student learning outcomes and will improve student learning as measured by these outcomes

Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
1.B.1 Maintain current assessment of Student Learning Outcomes	<p>Successful administration of internal prerequisite assessment tests to evaluate ELEE2330, ELEE2420, ELEE2321, and ELEE3301 on schedule.</p> <p>Successful collection of alumni and graduating senior surveys during Fall 2007, with at least 50 alumni responses and at least 85% senior responses.</p> <p>Conduct Fundamentals of Engineering (FE) Examination during Fall 2007</p> <p>Hold Department SLO Assessment meetings on schedule each semester, with at least 85% attendance.</p>	<p>Appoint an Assessment Coordinator</p> <p>Follow departmental assessment plan on file with SVP for Undergraduate Affairs.</p> <p>Tie senior surveys to Senior Design course to ensure proper distribution.</p> <p>Notify all seniors of deadlines for FE, and get faculty volunteers to conduct review sessions.</p>	<p>Assign faculty to administer tests, collect completed tests, file with department office, assign faculty to grade and summarize test results, call faculty meeting to review results and make recommendations. Verify that all tests were given and note dates.</p> <p>Conduct alumni survey via e-mail distribution, compile results, file with department office, call faculty meeting to review results and make recommendations. At least 50 responses should be received to meet objective.</p> <p>Conduct senior survey in Senior Design II, compile results, file with department office, call faculty meeting to review results and make recommendations. At least 85% of graduate should respond to meet objective.</p>	None
1.B.2 Expand assessment of Student Learning Outcomes	Add at least two courses to list of courses being directly assessed via internal prerequisite assessment tests.	<p>Appoint an Assessment Coordinator</p> <p>Assign faculty to develop internal assessment tests.</p>	At least two new courses should be evaluated by January 2008 to meet objective. Revised assessment plan filed with Undergraduate Affairs by February 2008.	None

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
1.B.3 Demonstrate program effectiveness through success on licensing exams	Pass rate on FE licensing exam at or above state average.	Notify all seniors of deadlines for FE, and get faculty volunteers to conduct review sessions.	Receive data from state in February 2007 and July 2008; check to ensure that results are equal or higher than state average.	None

UTPA Goal:

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

Academic Affairs Objective:

1.C. The Provost Office will work with the Colleges (and departments) to establish a systematic methodology for the collection, reporting, benchmarking and improving of the key outcome measures associated with increasing access to our educational programs.

College/AVP Objective:

1.C. The College of Science and Engineering will assist its departments to establish a systematic methodology for the collection, reporting, and benchmarking of the key outcome measures associated with increasing access to our educational programs and will improve access as measured by these outcomes.

Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
1.C.1 Increase enrollment in program	Undergraduate SCH, with target of 1% growth from Spring 2007 to Spring 2008 Graduate SCH, with target of 10% growth from Spring 2007 to Spring 2008.	High school visits by faculty. Targeted mailings to high school counselors Advertise graduate programs in local media	Receive UG data from Records and Registration. Compare 12th class day numbers to see if 1% target has been met. Receive GR data from Records and Registration. Compare 12th class day numbers to see if 10% target has been met.	None

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UTPA Goal: 1. Provide students with a quality educational experience that enables them to complete their educational goals in a timely fashion.

Academic Affairs Objective: Objective 1.D. The Provost Office will establish at least 2 teaching improvement workshops each semester to encourage faculty to improve their classroom effectiveness.

College/AVP Objective: 1.D: The COSE will work with the departments to encourage and reward faculty members who participate in professional development workshops in the area of teaching effectiveness.

Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
1.D.1 Improve faculty attendance in professional development activities	Faculty attendance, with target of at least 6 faculty attending at least one of Provost's workshops.	Advertise events; issue frequent reminders to faculty, mention attendance in annual reviews.	Count number of faculty reporting attendance, verify that at least six attended.	Provost Office should establish the workshops.

UTPA Goal: 2. Become an outstanding research institution emphasizing collaborative partnerships and entrepreneurship.

Academic Affairs Objective: 2.A. The Provost's Office will support the Colleges and Departments to establish systematic methodology for the collection, reporting, benchmarking, and to improve the production and dissemination of scholarly and creative works as measured by key outcome measures.

College/AVP Objective: 2.A. The College of Science and Engineering will support its departments to establish systematic methodology for the collection, reporting, and benchmarking of the key outcome measures for scholarly productivity and will increase scholarly productivity of its tenured/tenure track faculty, as measured by these outcomes.

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>2.A.1 Increase faculty productivity in publication</p>	<p>a. Number of top-tier journal articles (e.g. recognized by ISI)</p> <p>b. Number of other refereed journal articles (e.g. not recognized by ISI)</p> <p>c. Number of books published</p> <p>d. Number of book chapters published</p> <p>e. Number of published national/international conference proceedings</p> <p>f. Number of presentations</p> <p>g. Percentage of tenured and tenure track faculty with publications in categories (a-e).</p> <p>Targets: (1) 10% increase in the combined total of (a+b+c+d). (2) 10% increase in the combined total of (e+f)</p>	<p>More collaborative publications.</p> <p>Preferentially support students who publish.</p> <p>Transfer funds from other categories to support additional conference travel</p> <p>Have merit committee review document and recommend methods to enhance differential rewards for publication.</p>	<p>Collect data on two time intervals. One collection is through annual merit folders to meet college requirements. This will evaluate 2006-2007. Second collection is in May 2008, to allow evaluations of productivity in 2007-2008.</p> <p>Combine categories (a) through (d) and compare total to previous year to check for 10% increase.</p> <p>Combine categories (e) and (f) and compare total to previous years to check for 10% increase.</p>	

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
2.A.2 Increase undergraduate publication	Number of conference papers and/or journal articles with undergraduate authors or coauthors. Target is 4 or more.	Preferentially support students who publish. Hire UG students on existing research grants	Review results in fall to meet college schedule, then again in May 2008 to determine if at least four papers were published 5/07-5/08.	
2.A.3 Increase number of proposals and collaborative proposals	Number of proposals with ELEE principal investigator (target: 9 or an average of one per tenure/tenure track faculty) Number of ELEE faculty on collaborative proposals (target: 100% of tenure/tenure track faculty)	Have merit committee review document and recommend methods to enhance differential rewards for publication. Encourage faculty to attend OSRP workshops Visit from OSRP rep to ELEE Department Retreat	Request results from OSRP to see if target of 9 proposals was met. Request report from each faculty on proposals submitted. Determine if 100% of tenure/tenure track faculty were PI or co-PI on a collaborative proposal.	

UTPA Goal:

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

Academic Affairs Objective:

3.B. The Provost's Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking and to improve the integration of University and community resources as measured in the key outcome.

College/AVP Objective:

3.B. The College of Science and Engineering will assist its departments in establishing a systematic methodology for collecting, reporting, and benchmarking of the key outcome measures that measure University participation in professional and community activities and will increase University participation in professional and community activities as measured by these outcomes.

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Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
3.B.1 Increase community service through consulting (paid and/or unpaid)	(a) Reported hours of consulting work reported by faculty. (Target: 80 hrs total for all faculty) (b) Number of faculty who have PE license or are in process. (Target: 2 by May 2008)	Ask faculty to report consulting Support PE applications through reference letters	(a) Faculty will be asked in May 2008 to report consulting services to the community. Data will be collected by department and compared to target of 80 hours. (b) Faculty will be asked to report steps taken toward licensure.	
3.B.2 Increase participation in IEEE	(a) Number of senior members (Target: add at least one) (b) Number of RGV section meetings (Target: 20% increase) (c) (5 year goal) Hold 2010 IEEE Region V conference at UTPA. (d) Compete in regional student competitions, with target of three teams minimum.	Have existing senior members sponsor regular members Invite local RGV IEEE members to Engineer's Week activities Make bid for conference at Region V executive council meeting Request External Affairs support for student teams	(a) Count number of faculty claiming senior status in May 2008. Should increase to at least three. (b) Get report on number of RGV section meetings from chapter president, should increase to at least five. (c) Verify that presentation was made at Exec. Council meeting (d) Ask IEEE Student Chapter president and counselor to report number and results of competitions, compare to target of three.	

UTPA Goal:

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

Academic Affairs Objective:

4.B. The Provost's Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and to improve the pool of qualified applicants as measured in the key outcome measures.

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College/AVP Objective: 4.B. The Provost’s Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting and benchmarking of data related to P-12 education, and will improve the pool of qualified applicants in science and mathematics education programs, as measured in the key outcome measures.

Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
4.B.1 Increase P-12 outreach	(a) Number of high schools College Nights visited (target: 8) (b) Number of P-12 schools visited with traveling demonstrations (target: 3) (c) Increase number of entering freshmen choosing electrical engineering by 5%	Create traveling robotics demo Mail recruitment packages to counselors Request one on one interviews with counselors at key high schools	(a) Count number of HS visits as of January 2008, compare to target of 8 minimum. (b) Count number of P-12 demonstrations, compare to target of 3 minimum. (c) Get report from Records and Registrations. (Results not available until 12th class day of Fall 2008).	

UTPA Goal: 5. Infuse inter-American and global perspectives throughout the University community.

Academic Affairs Objective: 5.A. The Provost’s Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and to enhance access to inter-American and global perspectives as measured in the key outcome measures.

College/AVP Objective: 5.A. The College of Science and Engineering will assist its departments in establishing a systematic methodology for the collection, reporting, and benchmarking of the key outcome measures for enhancing access to inter-American and global perspectives and will enhance access to inter-American and global perspectives as measured in these outcomes.

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Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
5.A.1 Increase number of international students	(a) Maintain number of international students in undergraduate program (b) Increase number of international graduate students by 10%	Recruitment in Reynosa and Monterrey Build contacts with UAT-Reynosa Work with graduate office to streamline admissions, eliminate or reduce admission fees Write letter pointing out severe problems with FCSA	(a) Request UG data from OIRE and compare to previous year's data. (b) Request GR data from OIRE, compare to target of 10% increase.	

UTPA Goal:

6. Optimize institutional effectiveness and efficiency with high quality organization standards.

Academic Affairs Objective:

6.A. The Provost's Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and to optimize course offerings through careful planning, as measured in the key outcome measures.

College/AVP Objective:

6.A. The College of Science and Engineering will assist its departments in establishing a systematic methodology for collecting, reporting, and benchmarking of key outcome measures for optimizing course offerings and will improve the optimization of course offerings as measured by these outcomes.

Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
6.A.1 Provide students with advance scheduling information	Post a cycling of courses for a 2 year time frame by October 1, 2007	Post cycle outside office, and on website.	Place a question on the exit interviews for graduating majors asking if the cycling of courses was available to them. Target is 90% positive response.	None

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Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
6.A.2 Improve safety and quality standards in labs	(a) Percent of bench equipment checked and calibrated (target 100% check and 50% cal each year) (b) Student satisfaction with quality of lab experience	Assign undergraduate assistant to lab technician for lab maintenance	(a) Request report and checklist of equipment from lab technician (b) Conduct survey in lab courses to get benchmark data (no previous lab surveys conducted)	None

AES FY08 Assessment Results Report

UTPA

Dept - Electrical Engineering

Unit Mission: The Electrical Engineering Department will provide undergraduate students from the Lower Rio Grande Valley a quality education to prepare them for the practice of engineering, with sufficient depth to continue their education beyond the baccalaureate degree.

The curriculum provides skills that enhance the understanding of engineering sciences by

- including an adequate number of courses in the fundamental areas of mathematics, science, and engineering,
- having a strong lab component,
- emphasizing design, and stressing verbal and written communication, and
- incorporating the use of current computational hardware and software technologies.

To promote an awareness of current and emerging industrial practice, the department provides the students opportunities to participate in

- professional organizations,
- industrial internships or co-op experiences, and
- scholarly activities including supervised research.

The department provides the opportunity for student success in the undergraduate program through

- a readily available faculty, who continuously strive to improve their instructional materials and the methods of dissemination, practice lifelong learning by keeping abreast of and participating in the latest developments in their chosen areas of expertise, and interact across disciplines, and
- liberal access to the computational facilities and laboratories of the department.

Unit Head: Heinrich Foltz

College: College of Science and Engineering

Division: Division of Academic Affairs

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Dept - Electrical Engineering - Degree Programs - Systematic Methodology - 1.A. Improve Retention Rates in the Major</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2009</p> <p>End Date: 05/31/2011</p> <p>Outcome Status: Active/Ongoing</p>	<p>Assessment Method: Request sophomore-junior retention data from OIRE and compare to objective of 3% increase.</p> <p>Request junior-senior retention data from OIRE and compare to objective of 1% increase.</p> <p>Place a question on the exit interviews for graduating majors asking if the cycling of courses was available to them. Target is 90% positive response.</p> <p>Criterion for Success:</p>	<p>08/18/2008 - (1) Retention data not yet available. We have sent a request to OIRE. (2) Cycling of courses was posted on website in early 2008 and hardcopy in Fall 2008.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Classified None</p> <p>Resources Needed - Maintenance & Operation: None</p> <p>Resources Needed - Salaries:</p>	<p>11/11/2008 - N/A</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Strategies: Increase frequency of offering junior level prerequisite courses to every semester.</p> <p>Create freshmen introduction course specific to electrical engineering, with contact hours increased from 1 hr/wk to 3 hrs/wk.</p>	<p>Increase sophomore to junior retention by 3%</p> <p>Increase junior to senior retention by 1%</p>	<p>None</p> <p>Resources Needed - Travel: None</p>	
<p>Dept - Electrical Engineering - SLOs - Systematic Methodology - 1.B. Maintain current assessment of Student Learning Outcomes</p> <p>Expand assessment of Student Learning Outcomes</p> <p>Demonstrate program effectiveness through success on licensing exams</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2009</p> <p>End Date: 05/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Create new assessment tests in areas not covered by current tests, including electromagnetics and intermediate level electronics.</p> <p>Create more detailed rubrics for assessment of senior design projects.</p> <p>Take advantage of School of Engineering and Computer Science offer to reimburse cost of FE exam for students who earn a</p>	<p>Assessment Method: Assign faculty to administer tests, collect completed tests, file with department office, assign faculty to grade and summarize test results, call faculty meeting to review results and make recommendations. Verify that all tests were given and note dates.</p> <p>Conduct alumni survey via e-mail distribution, compile results, file with department office, call faculty meeting to review results and make recommendations. At least 50 responses should be received to meet objective.</p> <p>Conduct senior survey in Senior Design II, compile results, file with department office, call faculty meeting to review results and make recommendations. At least 85% of graduate should respond to meet objective. At least two new courses should be evaluated by January 2008 to meet objective. Revised assessment plan filed with Undergraduate Affairs by February 2008.</p> <p>Receive data from state in February 2007 and July 2008; check to ensure that results are equal or higher than state average.</p>	<p>11/10/2008 - (1) All internal prerequisite assessment tests were given on schedule. (2) Alumni survey conducted, had 62 responses. (3) Senior survey conducted, 87.5% response rate. (4) FE exam conducted, 3 examinees. (5) New evaluations added for subject material in six new courses. (6) Pass rate was 67%, state average 69%.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/10/2008 - Data was used to (a) change curriculum in multiple courses including ELEE 2320, ELEE 2330; (b) implement new strategy to encourage students to take FE exam; (c) complete ABET self-study.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>passing grade.</p>	<p>Criterion for Success: Successful administration of internal prerequisite assessment tests to evaluate ELEE2330, ELEE2420, ELEE2321, and ELEE3301 on schedule.</p> <p>Successful collection of alumni and graduating senior surveys during Fall 2007, with at least 50 alumni responses and at least 85% senior responses.</p> <p>Conduct Fundamentals of Engineering (FE) Examination during Fall 2007</p> <p>Hold Department SLO Assessment meetings on schedule each semester, with at least 85% attendance. Add at least two courses to list of courses being directly assessed via internal prerequisite assessment tests.</p> <p>Pass rate on FE licensing exam at or above state average.</p>	<p>11/10/2008 - (1) All internal prerequisite assessment tests were given on schedule. (2) Alumni survey conducted, had 62 responses. (3) Senior survey conducted, 87.5% response rate. (4) FE exam conducted, 3 examinees. (5) New evaluations added for subject material in six new courses. (6) Pass rate was 67%, state average 69%.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/10/2008 - Data was used to (a) change curriculum in multiple courses including ELEE 2320, ELEE 2330; (b) implement new strategy to encourage students to take FE exam; (c) complete ABET self-study.</p>
<p>Dept - Electrical Engineering - Access - Systematic Methodology - 1.C Increase enrollment in undergraduate programs supported by department (BS in Electrical Engineering, BS in Computer Engineering), and in MS program.</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2009</p> <p>End Date: 05/31/2011</p>	<p>Assessment Method: Receive UG data from Records and Registration. Compare 12th class day numbers to see if 2% target has been met.</p> <p>Receive GR data from Records and Registration. Compare 12th class day numbers to see if 5% target has been met.</p> <p>Criterion for Success: Undergraduate SCH, with target of 2% growth from Spring 2007 to Spring 2008</p>	<p>11/10/2008 - (1) Undergraduate. Including 50% of new Computer Engineering SCH, total went from 1655 in Spring 2007 to 1710.5 in Spring 2008, for a 3.3% increase. (2) Graduate SCH went from 192 to 210, for a 9.4% increase.</p> <p>Result Type: Criterion Not Met</p> <p>Next Step: Add New Strategy</p> <p>Resources Needed - Classified None</p> <p>Resources Needed - Maintenance & Operation:</p>	<p>11/10/2008 - Results were used to develop new recruitment strategy of having alumni send letters and testimonials about EE program to their high schools.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Outcome Status: Active/Ongoing</p> <p>Strategies: Create recruitment program that places successful alumni in contact with high school counselors.</p> <p>Have faculty develop relationships with their previous institutions in order to facilitate graduate applications from those schools.</p> <p>Set goal of EE faculty attending >50% of RGV college nights in Fall 2009.</p>	<p>Graduate SCH, with target of 5% growth from Spring 2007 to Spring 2008.</p>	<p>None</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: None</p>	
<p>Dept - Electrical Engineering - Faculty Professional Development - 1.D Improve faculty attendance in professional development activities</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2009</p> <p>End Date: 05/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Produce department policy document indicating evidence of professional development that must be provided by faculty each year.</p>	<p>Assessment Method: Count number of faculty reporting attendance, verify that at least six attended.</p> <p>Criterion for Success: Faculty attendance, with target of at least 6 faculty attending at least one of Provost's workshops.</p>	<p>11/10/2008 - Still acquiring data.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Classified: None</p> <p>Resources Needed - Maintenance & Operation: None</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: None</p> <p>Resources Needed - Wages: None</p>	<p>11/11/2008 - None</p>
<p>Dept - Electrical Engineering - Scholarly Productivity - Systematic Methodology - 2.A.1 Increase faculty productivity in publication 2.A.2 Increase undergraduate publication</p>	<p>Assessment Method: Collect data on two time intervals. One collection is through annual merit folders to meet college requirements. This will evaluate 2008-2009, and will be collected in September 2009. Second collection is in</p>	<p>11/10/2008 - Results: (a) Top-tier journals - 5 in 06-07, 6 in 07-08; (b) Other journals 0 in 06-07, 1 in 07-08; (c) No books in either year; (d) Book chapters - 1 in 06-07, 0 in 07-08; (e+f) Conference proceedings - 7 in 06-07, 9 in 07-08; (g) 62.5% of faculty had publications in categories a-e.</p>	<p>11/11/2008 - None to date</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2009</p> <p>End Date: 05/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Produce department policy document describing evidence of professional development that must be provided annually by all full-time faculty.</p> <p>Ask faculty to find meaningful ways for undergraduate students to contribute to current research, which can lead to co-authorship.</p>	<p>September 2010, to allow evaluations of productivity in 2009-2010.</p> <p>Combine categories (a) through (d) and compare total to previous year to check for 10% increase.</p> <p>Combine categories (e) and (f) and compare total to previous years to check for 10% increase.</p> <p>Review results in fall to meet college schedule, then again in May 2008 to determine if at least four papers were published 5/07-5/08. Request results from OSRP to see if target of 9 proposals was met.</p> <p>Request report from each faculty on proposals submitted. Determine if 100% of tenure/tenure track faculty were PI or co-PI on a collaborative proposal.</p> <p>Criterion for Success:</p> <p>a. Number of top-tier journal articles (e.g. recognized by ISI) should improve by 10%.</p> <p>b. Number of other refereed journal articles (e.g. not recognized by ISI) should improve by 10%</p> <p>c. Number of books published</p> <p>d. Number of book chapters published</p> <p>e. Number of published national/international conference proceedings</p> <p>f. Number of presentations</p> <p>g. Percentage of tenured and tenure track</p>	<p>(1) Total increase was more than 10% - target reached.</p> <p>(2) Total increase was more than 10% - target reached.</p> <p>(3) Number of proposals - still collecting data</p> <p>(4) Number of T/TT faculty with collaborative proposals - 7 out of 8</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Classified None</p> <p>Resources Needed - Maintenance & Operation: None</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: None</p> <p>Resources Needed - Wages: None</p>	

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
	<p>faculty with publications in categories (a-e).</p> <p>Targets: (1) 10% increase in the combined total of (a+b+c+d). (2) 10% increase in the combined total of (e+f)</p> <p>Number of conference papers and/or journal articles with undergraduate authors or coauthors. Target is 4 or more.</p> <p>Number of proposals with ELEE principal investigator (target: 9 or an average of one per tenure/tenure track faculty)</p> <p>Number of ELEE faculty on collaborative proposals (target: 100% of tenure/tenure track faculty)</p>	<p>11/10/2008 - Results: (a) Top-tier journals - 5 in 06-07, 6 in 07-08; (b) Other journals 0 in 06-07, 1 in 07-08; (c) No books in either year; (d) Book chapters - 1 in 06-07, 0 in 07-08; (e+f) Conference proceedings - 7 in 06-07, 9 in 07-08; (g) 62.5% of faculty had publications in categories a-e.</p> <p>(1) Total increase was more than 10% - target reached.</p> <p>(2) Total increase was more than 10% - target reached.</p> <p>(3) Number of proposals - still collecting data</p> <p>(4) Number of T/TT faculty with collaborative proposals - 7 out of 8</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Classified None</p> <p>Resources Needed - Maintenance & Operation: None</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: None</p> <p>Resources Needed - Wages: None</p>	<p>11/11/2008 - None to date</p>
<p>Dept - Electrical Engineering - Professional and Community Participation - Systematic Methodology - 3.B.1 Increase community service through consulting (paid and/or unpaid)</p> <p>3.B.2 Increase participation in IEEE</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p>	<p>Assessment Method:</p> <p>(a) Faculty will be asked in May 2009 to report consulting services to the community as baseline. Data will be collected again in May 2010 and May 2011.</p> <p>(b) Faculty will be asked to report steps taken toward licensure.</p> <p>(a) Count number of faculty claiming senior status in May 2008. Should increase to at</p>	<p>11/10/2008 - (a) Consulting data incomplete</p> <p>(b) One new faculty obtained licensure (Dr. Ramos) for total of two. Criterion met.</p> <p>(c) Only one faculty with senior status in IEEE, no new senior members - criterion not met</p> <p>(d) RGV section meetings - three held - criterion met.</p> <p>(e) Region V conference will not be held at UTPA - criterion not met.</p> <p>(f) Three teams sent to Region V conference with</p>	<p>11/10/2008 - New bid made for 2011 Region V conference.</p>

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<p>Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2009</p> <p>End Date: 05/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Ask faculty to report consulting</p> <p>Support PE applications through reference letters</p> <p>Have existing senior members sponsor regular members</p> <p>Invite local RGV IEEE members to Engineer's Week activities</p>	<p>least three.</p> <p>(b) Get report on number of RGV section meetings from chapter president, should increase to at least five.</p> <p>(c) Verify that presentation was made at Exec. Council meeting</p> <p>(d) Ask IEEE Student Chapter president and counselor to report number and results of competitions, compare to target of three.</p> <p>Criterion for Success: (a) Reported hours of consulting work reported by faculty. (Target: 60 hrs total for all faculty combined per year)</p>	<p>two winning teams - criterion met. (d)</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Classified None</p> <p>Resources Needed - Maintenance & Operation: None</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: None</p> <p>Resources Needed - Wages: None</p>	
<p>Make bid for conference at Region V executive council meeting</p> <p>Request External Affairs support for student teams</p>	<p>(b) Number of faculty who have PE license or are in process. (Target: 3 by May 2010)</p> <p>(a) Number of senior members (Target: at least 3 by May 2010)</p> <p>(b) Number of RGV section meetings (Target: 20% increase)</p> <p>(c) (5 year goal) Hold 2010 IEEE Region V conference at UTPA.</p> <p>(d) Compete in regional student competitions, with target of three teams minimum.</p>		
<p>Dept - Electrical Engineering - 4.B - 4.B.1 Increase P-12 outreach</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p>	<p>Assessment Method: (a) Count number of HS visits as of January 2009; January 2010; January 2011, compare to target of 8 minimum.</p>	<p>11/10/2008 - (a) Number of HS visits was less than 8. Criterion not met. (b) Number of P-12 demonstrations approximately 10. Criterion met. (c) Increase was more than 5% if Computer</p>	<p>11/10/2008 - Results were used to develop new strategy of asking alumni to participate by contacting their former high schools.</p>

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<p>Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2009</p> <p>End Date: 05/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Create demonstration video(s) on robotics and renewable energy.</p> <p>Develop recruitment program which places successful alumni in contact with high school counselors.</p> <p>Continue to work with Region I to run a week-long teacher workshop each summer.</p>	<p>(b) Count number of P-12 demonstrations, compare to target of 3 minimum.</p> <p>(c) Get report from Records and Registrations. (Results not available until 12th class day of Fall 2008).</p> <p>Criterion for Success: (a) Number of high schools College Nights visited (target: 8)</p> <p>(b) Number of P-12 schools visited with traveling demonstrations (target: 3)</p> <p>(c) Increase number of entering freshmen choosing electrical engineering by 5%</p>	<p>Engineering is included.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Add New Strategy</p> <p>Resources Needed - Classified: None</p> <p>Resources Needed - Maintenance & Operation: None</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: None</p> <p>Resources Needed - Wages: None</p>	
<p>Dept - Electrical Engineering - Optimization of Course Offerings - Systematic Methodology - 6.A.1 Provide students with advance scheduling information 6.A.2 Improve safety and quality standards in labs</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2009</p> <p>End Date: 05/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Post cycle outside office, and on website. Assign undergraduate assistant to lab technician for lab maintenance</p>	<p>Assessment Method: (a) Place a question on the exit interviews for graduating majors asking if the cycling of courses was available to them.</p> <p>(b) Conduct survey in lab courses, and assess student knowledge of safety standards.</p> <p>(c) Updated cycling of courses available showing at least two year schedule.</p> <p>Criterion for Success: (a) 90% of students aware advanced schedule is available</p> <p>(b) 80% correct responses on safety examination, 95% satisfaction with lab quality</p> <p>(c) Cycling posed and updated at least once per year</p>	<p>11/10/2008 - (1) Cycling of courses is now posted outside department office. (2) All equipment in sophomore and junior labs was checked. Senior design labs not checked. (3) Alumni survey indicated high level of satisfaction with labs (76% listed as "strength" vs 3% as "weakness").</p> <p>Result Type: Criterion Met</p> <p>Next Step: Add New Strategy</p> <p>Resources Needed - Classified: None</p> <p>Resources Needed - Maintenance & Operation: None</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: None</p> <p>Resources Needed - Wages: None</p>	<p>11/10/2008 - New lab clean-up policy was agreed to at Electrical Engineering Fall Retreat, makes students and faculty jointly responsible for leaving benches clear at end of day.</p>

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