

Administrative and Educational Support Report*

Department of Mechanical 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 Mechanical 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: Dr. Hashim Mahdi

Unit Mission: The Mechanical Engineering Department will provide students a quality education to prepare them for the practice of engineering, with sufficient depth to continue their education toward a Doctoral degree. The curriculum will provide skills that enhance the understanding of the applications of engineering sciences. The faculty will be readily accessible and will continually strive to improve their instructional materials and the methods of dissemination. The faculty will also practice life long learning by keeping abreast of and participating in the latest developments in their chosen areas of expertise and interacting across disciplines

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: 1.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.

Dept. Objective: 1.A: 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.

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Unit Objec	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.1 Provide more flexible and coordinated scheduling of coursework	1. Percent increase in the number of junior and senior level courses in summer	1. Offer more junior and senior-level courses in summer 2008	Compare Sch's production for the last three years (Summer 06,07 & 08)	Increase summer 08 budget
1.A.2 Improve Retention Rates in the Major	Increase sophomore to junior retention by 3% Increase junior to senior retention by 3%	Continue with the same advising strategy 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.	Release time for UG Coordinator
1.A.3 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
1.A.4. Continue Academic Assessment (Continuous Improvement) Program	1. Number of internal assessment tests given 2. Number of seniors completing exit survey	1. Give internal assessment tests each semester 2. Perform senior exit survey once per year	1. At least four courses assessed in each semester. 2. 75% or better return rate for senior survey, as reported by	N/A

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Unit Objec	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
	3. Successful administration of exams 4. Number of faculty attending twice-per-year academic assessment meeting	3. Encourage ME Students to take the Fundamentals of Engineering Exam twice per year and archive results 4. Engage faculty in use of assessment results to improve curriculum.	Assessment Coordinator. 3. Two exams given at UTPA meeting NCEES guidelines. 4. 85% or better faculty attendance at each retreat, as reported by Assessment Coordinator	

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.

College/AVP Objective:

I.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

Dept. Objective:

I.B: To establish 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

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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.1. Continue Academic Assessment (Continuous Improvement) Program	<ol style="list-style-type: none"> 1. Number of internal assessment tests given 2. Number of seniors completing exit survey 3. Successful administration of exams 4. Number of faculty 5. Appoint an assessment Coordinator 	<ol style="list-style-type: none"> 1. Give internal assessment tests each semester 2. Perform senior exit survey once per year 3. Encourage ME Students to take the Fundamentals of Engineering 	<ol style="list-style-type: none"> 1. At least four courses assessed in each semester. 2. 75% or better return rate for senior survey, as reported by Assessment Coordinator. 3. Two exams given at UTPA 	Release time for the Coordinator

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.

Dept. Objective: 1.C: 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	<p>Continue high school visits by faculty.</p> <p>Targeted mailings to</p>	Receive UG data from Records and Registration. Compare 12th class day numbers to see if 1% target has been met.	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
	Graduate SCH, with target of 5% growth from Spring 2007 to Spring 2008.	high school counselors Advertise graduate programs in local media and the ME web site	Receive GR data from Records and Registration. Compare 12th class day numbers to see if 5% target has been met.	

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.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.

Dept. Objective: 1.D: 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 60% 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 60% attended.	Provost Office should establish the workshops.

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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.

Dept. Objective: 2.A. Establish a 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.

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.1 Increase faculty productivity in publication	a. Number of other refereed journal articles (e.g. not recognized by ISI) b. Number of book chapters published c. Number of published national/international conference proceedings d. Number of presentations Targets: 10% increase in the combined total of (a+b+c+d)	More collaborative publications. Preferentially support students who publish. Transfer funds from other categories to support additional conference travel Have merit committee review document and recommend methods to enhance differential rewards for publication.	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. Combine categories (a) through (d) and compare total to previous year to check for 10% increase.	Increase Travel Budget
2.A.2 Increase	Number of conference	Preferentially support	Review results in fall to meet	

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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
undergraduate publication	papers and/or journal articles with undergraduate authors or coauthors. Target is 4 or more.	students who publish. Hire UG students on existing research grants	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 MECE principal investigator (target: 9 or an average of one per tenure/tenure track faculty) Number of MECE 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 MECE 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.

Dept. Objective:

3.B. 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.	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.	

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.

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.

Dept. Objective:

4.B. 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: 10) (b) Number of P-12 schools visited with traveling demonstrations (target: 3)	Create traveling Mini Baja demo Create traveling Aero design demo Mail recruitment packages to counselors	(a) Count number of HS visits as of January 2008, compare to target of 10 minimum. (b) Count number of P-12 demonstrations, compare to target of 3 minimum.	N/A

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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
	(c) Increase number of entering freshmen choosing mechanical engineering by 5%	Request one on one interviews with counselors at key high schools	(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.

Dept. Objective: 5.A. Establish 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.

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	Recruitment in Reynosa and Monterrey Build contacts with UAT-Reynosa	(a) Request UG data from OIRE and compare to previous year's data. (b) Request GR data from OIRE, compare to target of 10%	

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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
	students by 10%	Work with graduate office to streamline admissions, eliminate or reduce admission fees Write letter pointing out severe problems with FCSA	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.

Dept. Objective:

6.A. Establish 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
6.A.2 Improve safety and quality standards in labs	(a) Percent of bench equipment checked and calibrated (target 100%	Assign undergraduate assistant to lab technician for lab	(a) Request report and checklist of equipment from lab technician	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
	check and 50% cal each year (b) Student satisfaction with quality of lab experience	maintenance	(b) Conduct survey in lab courses to get benchmark data (no previous lab surveys conducted)	

AES FY08 Assessment Results Report

UTPA

Dept - Mechanical Engineering

Unit Mission: The Mechanical Engineering Department will provide students a quality education to prepare them for the practice of engineering, with sufficient depth to continue their education toward a Doctoral degree. The curriculum will provide skills that enhance the understanding of the applications of engineering sciences. The faculty will be readily accessible and will continually strive to improve their instructional materials and the methods of dissemination. The faculty will also practice life long learning by keeping abreast of and participating in the latest developments in their chosen areas of expertise and interacting across disciplines

Unit Head: Hashim Mahdi

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 - Mechanical Engineering - Degree Programs - Systematic Methodology - 1.A.1 Provide more flexible and coordinated scheduling of coursework</p> <p>1.A.2 Improve Retention Rates in the Major</p> <p>1.A.3 Provide students with advance scheduling information</p> <p>1.A.4. Continue Academic Assessment (Continuous Improvement) Program</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>Outcome Status: Active/Ongoing</p>	<p>Assessment Method: Compare Sch?s production for the last three years (Summer 06,07 & 08)</p> <p>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 3% 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> <ol style="list-style-type: none"> 1. At least four courses assessed in each semester. 2. 75% or better return rate for senior survey, as reported by Assessment Coordinator. 3. Two exams given at UTPA meeting NCEES guidelines. 4. 85% or better faculty attendance at each retreat, as reported by Assessment Coordinator <p>Criterion for Success: 1. Percent increase in the number of junior</p>	<p>11/08/2008 - Eleven course are offered in Summer 2006</p> <p>Thirteen courses are offered in Summer 2007</p> <p>Sixteen courses are offered in summer 2008</p> <p>Five year UG Retention (65.2% fall 05, 70.4 F06, 64.7 F07)</p> <p>Pre tests are given in 9 courses</p> <p>95% of the senior complete the exit survey.</p> <p>Three faculty attended the Academic assessment meeting</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - Decrease time to graduation.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
	<p>and senior level courses in summer</p> <p>Increase sophomore to junior retention by 3%</p> <p>Increase junior to senior retention by 3%</p> <p>Post a cycling of courses for a 2 year time frame by October 1, 2007</p> <ol style="list-style-type: none"> 1. Number of internal assessment tests given 2. Number of seniors completing exit survey 3. Successful administration of exams 4. Number of faculty attending twice-per-year academic assessment meeting 	<p>11/08/2008 - Eleven course are offered in Summer 2006</p> <p>Thirteen courses are offered in Summer 2007</p> <p>Sixteen courses are offered in summer 2008</p> <p>Five year UG Retention (65.2% fall 05, 70.4 F06, 64.7 F07)</p> <p>Pre tests are given in 9 courses</p> <p>95% of the senior complete the exit survey.</p> <p>Three faculty attended the Academic assessment meeting</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - Decrease time to graduation.</p>
<p>Dept - Mechanical Engineering - Access - Systematic Methodology - 1.C.1 Increase enrollment in program</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2008</p> <p>End Date: 05/31/2009</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Continue high school visits by faculty.</p> <p>Targeted mailings to high school counselors</p> <p>Advertise graduate programs in local media and the ME web site</p>	<p>Assessment Method: Receive UG data from Records and Registration. Compare 12th class day numbers to see if 1% 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 1% growth from Spring 2007 to Spring 2008</p> <p>Graduate SCH, with target of 5% growth from Spring 2007 to Spring 2008.</p>	<p>11/08/2008 - 437 UG enrollment for spring 2007 & 477 UG enrollment for spring 2008</p> <p>32 GR enrollment for spring 2007 & 44 GR enrollment for spring 2008</p> <p>2272 UG SCH's for spring 2007 & 2255 UG SCH's for spring 2008</p> <p>207 GR SCH's for spring 2007 & 301 GR SCH's for spring 2008</p> <p>478 UG enrollment for Fall 2006 & 501 UG enrollment for Fall 2007</p> <p>27 GR enrollment for Fall 2006 & 44 GR enrollment for Fall 2007</p> <p>2317 UG SCH's for Fall 2006 & 2391 UG SCH's for Fall 2007</p> <p>192 GR SCH's for Fall 2006 & 285 GR SCH's for Fall 2007</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - We are trying to increase our budget (operating & Wages).</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
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<p>Dept - Mechanical Engineering - 1.D - 1.D.1 Improve faculty attendance in professional development activities</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2008</p> <p>End Date: 05/31/2009</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Advertise events; issue frequent reminders to faculty, mention attendance in annual reviews.</p>	<p>Assessment Method: Count number of faculty reporting attendance, verify that at least 60% attended.</p> <p>Criterion for Success: Faculty attendance, with target of at least 60% faculty attending at least one of Provost's workshops.</p>	<p>11/08/2008 - 100% of ME faculty attending at least one of Provost's workshops</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - More productive and collaborated.</p> <p>11/12/2008 - Increase proposal writing and publications</p> <p>11/12/2008 - Increase faculty Professional and service activities.</p>
<p>Dept - Mechanical Engineering - Scholarly Productivity - Systematic Methodology - 2.A.1 Increase faculty productivity in publication 2.A.2 Increase undergraduate publication 2.A.3 Increase number of proposals and collaborative proposals</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2008</p> <p>End Date: 05/31/2009</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: More collaborative publications. Preferentially support students who</p>	<p>Assessment Method: 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>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</p>	<p>11/08/2008 - Two faculty wrote one chapter of a book. ME faculty in a process of writing a text book. over 10% increase in the number of publications and the number of the proposals written are increased significantly.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - N/A</p> <p>11/12/2008 - N/A</p> <p>11/12/2008 - N/A</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>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>Preferentially support students who publish.</p> <p>Hire UG students on existing research grants</p> <p>Have merit committee review document and recommend methods to enhance differential rewards for publication.</p> <p>Encourage faculty to attend OSRP workshops</p> <p>Visit from OSRP rep to MECE Department Retreat</p>	<p>tenure/tenure track faculty were PI or co-PI on a collaborative proposal.</p> <p>Criterion for Success:</p> <p>a. Number of other refereed journal articles (e.g. not recognized by ISI)</p> <p>b. Number of book chapters published</p> <p>c. Number of published national/international conference proceedings</p> <p>d. Number of presentations</p> <p>Targets: 10% increase in the combined total of (a+b+c+d)</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 MECE principal investigator (target: 9 or an average of one per tenure/tenure track faculty)</p> <p>Number of MECE faculty on collaborative proposals (target: 100% of tenure/tenure track faculty)</p>	<p>11/08/2008 - Two faculty wrote one chapter of a book. ME faculty in a process of writing a text book. over 10% increase in the number of publications and the number of the proposals written are increased significantly.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - N/A</p> <hr/> <p>11/12/2008 - N/A</p> <hr/> <p>11/12/2008 - N/A</p> <hr/>
<p>Dept - Mechanical Engineering - Professional and Community Participation - Systematic Methodology - 3.B.1 Increase community service through consulting (paid and/or unpaid)</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p>	<p>Assessment Method:</p> <p>(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.</p> <p>(b) Faculty will be asked to report steps taken toward licensure.</p>	<p>11/08/2008 - No local community activities in this area and only one faculty has a PE license.</p> <p>Result Type: Criterion Not Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - N/A</p> <hr/>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2008</p> <p>End Date: 05/31/2009</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Ask faculty to report consulting</p> <p>Support PE applications through reference letters Pay the faculty the expenses if the funding is available.</p>	<p>Criterion for Success:</p> <p>(a) Reported hours of consulting work reported by faculty. (Target: 80 hrs total for all faculty)</p> <p>(b) Number of faculty who have PE license or are in process.</p>	<p>11/08/2008 - No local community activities in this area and only one faculty has a PE license.</p> <p>Result Type: Criterion Not Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - N/A</p>
<p>Dept - Mechanical Engineering - 4.B - 4.B.1 Increase P-12 outreach</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2008</p> <p>End Date: 05/31/2009</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Create traveling Mini Baja demo</p> <p>Create traveling Aero design demo Mail recruitment packages to counselors</p> <p>Request one on one interviews with counselors at key high schools</p>	<p>Assessment Method:</p> <p>(a) Count number of HS visits as of January 2008, compare to target of 10 minimum.</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:</p> <p>(a) Number of high schools College Nights visited (target: 10)</p> <p>(b) Number of P-12 schools visited with traveling demonstrations (target: 3)</p> <p>(c) Increase number of entering freshmen choosing mechanical engineering by 5%</p>	<p>11/08/2008 - Over 10 HS are visited or invited on campus. Several faculty are involved in UG & GR recruitment efforts and the results are obvious in the current enrollment. UG enrollment has increased by 46% from 04-08.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - Increased enrollment</p>
<p>Dept - Mechanical Engineering - Access to Inter-American and Global Perspectives - Systematic Methodology - 5.A.1 Increase</p>	<p>Assessment Method:</p> <p>(a) Request UG data from OIRE and compare to previous year's data.</p>	<p>11/08/2008 - over 13% increased in the GR international enrollment.</p> <p>Result Type:</p>	<p>11/12/2008 - N/A</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>number of international students</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2008</p> <p>End Date: 05/31/2009</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Recruitment in Reynosa and Monterrey</p> <p>Build contacts with UAT-Reynosa</p> <p>Work with graduate office to streamline admissions, eliminate or reduce admission fees</p>	<p>(b) Request GR data from OIRE, compare to target of 10% increase.</p> <p>Criterion for Success: (a) Maintain number of international students in undergraduate program</p> <p>(b) Increase number of international graduate students by 10%</p>	<p>Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	
<p>Dept - Mechanical Engineering - Optimization of Course Offerings - Systematic Methodology - 6.A.1 Provide students with advance scheduling information</p> <p>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: 06/01/2008</p> <p>End Date: 05/31/2009</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: Post cycle outside office, and on website.</p>	<p>Assessment Method: 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>(a) Request report and checklist of equipment from lab technician</p> <p>(b) Conduct survey in lab courses to get benchmark data (no previous lab surveys conducted)</p> <p>Criterion for Success: Post a cycling of courses for a 2 year time frame by October 1, 2007</p> <p>(a) Percent of bench equipment checked and calibrated (target 100% check and 50% cal each year)</p> <p>(b) Student satisfaction with quality of lab</p>	<p>11/08/2008 - Three years plan of course offering for both UG electives and GR courses are available in the department.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>11/12/2008 - Help the students planning their Tech electives courses.</p> <p>11/12/2008 - Help the ME students and faculty in the advisement as well as facilitate the students planning for their tech electives.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
Assign undergraduate assistant to lab technician for lab maintenance	experience	11/08/2008 - Three years plan of course offering for both UG electives and GR courses are available in the department. Result Type: Criterion Met Next Step: Continue Current Strategy(s)	11/12/2008 - Help the students planning their Tech electives courses. <hr/> 11/12/2008 - Help the ME students and faculty in the advisement as well as facilitate the students planning for their tech electives.