



Academic Program Review: June 1, 2004–May 31, 2005

Unit: **Department of Electrical Engineering**

Part III Academic Program Review

Instructions:

Complete this section for the Program Review Committee recommendations not achieved prior to June 2004, as reported in Table I.C of previous annual assessment reports.

Undergraduate Programs: **Electrical Engineering**

Program Review Committee Recommendations (Numbering corresponds to original numbering in PRC Report)	Responses to Recommendations (Describe changes or improvements.)
1. Establish a formal mechanism for the periodic evaluation of the Introduction to Engineering course with respect to orientation efforts.	<ul style="list-style-type: none"> Initiated tracking of students from ENGR 1101 (all engineering majors) for retention as students and retention as EE majors, versus semester, major, instructor, and grade, at one year and two year intervals after taking the course. Tracking will be updated every semester and results reviewed at School level.
2. Establish a formal mechanism for the periodic evaluation of the advisement process for its undergraduate engineering students.	<ul style="list-style-type: none"> Created advising section on Electrical Engineering web page. Did one-time survey of attendance at advising for EE majors. Worked with Admissions and Records to create system in which students cannot obtain RAC numbers except through department.
3. Document the responsibilities of teaching assistants and the guidelines for their supervision.	<ul style="list-style-type: none"> Guidelines were established at University level through Office of Graduate Studies. No department level action taken.
4. In cooperation with the Office of Institutional Effectiveness, establish a mechanism for tracking engineering graduates.	<ul style="list-style-type: none"> Online survey of alumni was performed in May 2004. Alumni page created on EE website and updated each semester.