



Academic Program Review: June 1, 2004–May 30, 2005

Unit: **Department of Mechanical 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: **Mechanical 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.	Evaluated with other courses in curriculum review process.
2. Establish a formal mechanism for the periodic evaluation of the advisement process for its undergraduate engineering students.	Exit interviews include questions about advising. Statistical summary of number of students receiving advising through department is prepared.
3. Document the responsibilities of teaching assistants and the guidelines for their supervision.	Guidelines have been established at University level through Office of Graduate Studies.
4. In cooperation with the Office of Institutional Effectiveness, establish a mechanism for tracking engineering graduates.	Development of alumni database in progress and online community started (on department webpage). Online survey of alumni performed in 2002.