



**Summary Report
Undergraduate Program Review 2014-2016**

DATE: August 23, 2016

FROM: Duane Gardiner

Undergraduate program reviews were conducted in 2014-2015, with follow-up in 2016. Members of the Undergraduate Program Review Committee were as follows:

Randy Stanko, chair	Ravi Agarwal	Ashley Bennington
Lenny Brennan	Kristopher Garza	Dolores Guerrero
Norma Guzman	Paul Hageman	Crissy Hinojosa
Lorraine Killion	Eliezer Louzada	Corey Ranson
Genevieve Scanlan	Ashraf Yaseen	Muhittin Yilmaz
Chongwei Xiao		

Programs reviewed are identified in the table below.

Program	Recommendation	External Reviewer
Agriculture Science/Plant and Soil Science	Unconditional continuation	Dr. Dale Perritt Stephen F. Austin State Univ.
Kinesiology	Unconditional continuation	Dr. John Smith Texas A&M-San Antonio
Architectural Engineering	Waived*	
Chemical Engineering	Waived*	
Civil Engineering	Waived*	
Electrical Engineering	Waived*	
Environmental Engineering	Waived*	
Industrial Management and Technology	Waived*	
Mechanical Engineering	Waived*	
Natural Gas Engineering	Waived*	

*Subject to professional review and accreditation

Summary of Recommendations and Responses

Agriculture Science/Plant and Soil Science

The Program Review Committee offered five recommendations for improvement:

1. Increased travel funds may be needed for supervision of undergraduate student teachers and graduate students
2. Recommend hiring a tenure track faculty to replace the full time faculty member that will be retiring
3. Develop a formal plan to encourage student recruitment and student retention
4. Continue to focus efforts on improving the undergraduate program
5. Continue to grow program that has projected to provide viable job opportunities for graduates

Responses from the Department are described here:

1. Increase travel funds may be needed for supervision of undergraduate teachers and graduate students
 - a. Ag certification faculty are provided travel funds from the dept. as well as a departmental vehicle
 - b. Funds are provided through various university granting opportunities;
 - c. Faculty are encouraged to write grants that could supplement educational activities and supervision activities;
2. Recommend hiring a tenure track faculty to replace the full time faculty member that will be retiring
 - a. A 9-month tenure track faculty was hired in fall 2015 to replace Mr. Tymrak, a non tenure track faculty.
3. Develop a formal plan to encourage student recruitment and student retention
 - a. Recruiting funds were provided to both faculty in the program to attend State FFA conference, State FFA Teachers conference, and visits to area high schools for recruiting.
 - b. Two departmental staff work closely with the faculty throughout the semester to assist students with course issue, etc. Since implementing the 2 departmental advisors the college has seen an increase in student retention.
4. Continue to focus efforts on improving the undergraduate program. Dr. Steven Chumbley will be updated the curriculum in coordination with Dr. Williams and Mr. Tymrak
5. Continue to grow program that has projected to provide viable job opportunities for graduate
 - a. Both provide jobs throughout the state as well outside of Texas. As the babyboomers start to retire, more and more FFA teacher are open and are vacant

The oil industry has continued to hire general Agriculture Science students to fill their positions and will continue.

Kinesiology

The Program Review Committee offered five recommendations for improvement:

1. Reduce teaching loads.
2. Increase number of professional academic and advisors and remove faculty from advising duties.
3. Establish a procedure for tracking degree completion.
4. Increase entry-level faculty salaries.
5. Increase department operating budget in response to inflation and program growth.

Responses from the Department are described here:

1. While the program has no control over teaching loads, its leadership will continue to encourage and support discussion and debate over the reduction of teaching loads for research faculty on this campus. Additionally, the Department will continue to solicit release time for faculty undertaking large administrative loads within the Department.
2. Restructuring advisement has been accomplished.
3. Degree tracking has been an ongoing issue within the Department for a number of years, and it is having a negative effect of the collection of data to evaluate our program SLOs. Attempts to get other offices on campus to assist in this process have failed repeated. The Department will therefore attempt to address this issue itself.
4. While the program has no control over faculty salaries, its leadership will continue to encourage and support discussion and debate over faculty salary increases on this campus. However, it should be noted that CEHP starting salaries did see a slight increase (from \$55k to \$58k) since the self-study was prepared.
5. The Department will continue to lobby for operating funds and will hopefully see an annual increase.