

APC REPORT NOVEMBER 2016

The Academic Programs Committee met twice in August and September to review the proposals for Certificates in Structural and Transportation engineering. Ify Whitfill represented the Certificate sponsor in the first meeting and did an excellent job in answering questions from the committee. In Committee discussions after the formal meeting, two areas were identified that need to be addressed for both proposals before a final decision could be made. The first was that the proposals need to include more detail in the responses to many of the questions (see itemized comments below). In large part, this was due to the forms that the Sponsors were required to use. The forms for establishing Certificate programs were new and many of the questions were vague. The Office of the Provost will be updating the questions to be more specific in regards to information that should be included in the proposals.

The second area that needed to be addressed involves aspects of how the programs are structured and the Faculty that will be involved in and teach the courses. These concerns are also listed below. Additional information needs to be included in the proposals to address these points. The Committee subsequently met with Dr. J.P. Mohsen who clarified these issues.

Proposal revisions requested:

- 1) More detail should be included for question 2a and the Admissions criteria should be listed for question 3 for both domestic and international students.
- 2) A letter from the Library was not included in the proposals that were distributed to APC members. In addition, no c.v.'s were provided for participating Faculty.
- 3) The forms were deficient in that no information on the curricula was requested. Please include a list of all of the core and elective courses that will be available to students in the Programs.
- 4) Please provide more information regarding ABET learning outcomes in question 6b and relate the ABET outcomes to the intended learning outcomes in question 6a.
- 5) Please clarify the student assistant position that is described in the proposal. Is this a graduate assistantship? If so, it is likely that more than \$2500 will be required to support this position.
- 6) Please provide additional information to describe how these Certificates will support the Programs in sustainability in A&S.
- 7) In several places in the proposal, it is stated that the Certificate offers a more cost effective option versus the MSCE. But online courses are usually more expensive. What is the actual cost difference between the Certificate and MS programs?
- 8) The answer to question 8c should be "yes", especially if international students are targeted to participate in the Programs.
- 9) Please review the documents for typos and grammatical errors.

Questions regarding Program structure:

- 1) There was some concern expressed regarding a Program that relies so heavily on Adjunct Faculty. Is there non-Adjunct Faculty support for the Program and how are (will) these efforts be re-allocated?

- 2) It was not clear if these proposals were reviewed and approved by the Graduate Program Director of the Department of Civil and environmental Engineering or the Graduate Education Committee of the Speed School.
- 3) The information describing the Faculty who are participating in the Programs is confusing. Who is part time or full time? The allocation of effort is confusing; these do not appear to be expressed as percent FTE. Please clarify.
- 4) The budget needs to be modified to reflect all revenues and expenses. As presented, both Programs will operate in deficit for at least part of the 5 year projection. Why are only 4 to 6 students accepted into the Programs for years 1 to 3 when the break even point is 7 students, based on the revenue calculation that is provided?
- 5) The justification for the need and demand for these Certificates focuses more on the need for additional engineers. Is there any other data to indicate that these Certificates will provide added value or new opportunities for students over those with only B.S. or M.S. degrees?
- 6) Who is the recruitment coordinator? What effort will this person devote to the Programs?