

## **MEMORANDUM**

**TO:** David Ferro

**CC:** Rick Orr, Dan Magda

**DATE:** 5/14/15

**FROM:** Dustin Birch

**RE:** Mechanical Engineering Technology (MET) Department 5-Year Assessment Report

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### **EXECUTIVE SUMMARY:**

On March 26, 2015 the review committee met on the Weber State University (WSU) campus to visit and evaluate the Mechanical Engineering Technology (MET) department, which is part of the College of Applied Science and Technology (COAST). The review committee visited the classroom and observed several lectures as they were delivered to the students. They also independently interviewed students regarding their experiences in the MET department. The committee had complete access to department documentation, including, but not limited to: faculty resumes, course syllabi, curriculum summaries, assessment data and corrective action documentation, teaching artifacts, etc. The report prepared by the committee was complete and submitted on April 13, 2015. The MET department has reviewed the report, and found it to be accurate and fair. The recommendations noted in the report are under review, and actions are being taking to implement them.

### **REVIEW COMMITTEE:**

The review committee was comprised of four members. Two of the team members are not affiliated with WSU, and two are current employees of the university. Of the two current university employees, one is a faculty member in COAST (albeit not part of the MET department), and one is not affiliated with the college. The team members (including contact information) is as follows:

**Dan Taylor (Futura Industries – Mechanical Engineer) ASSESSMENT TEAM CHAIR**

dtaylor@futuraind.com

Office: 801-774-3294

Mobile: 801-682-9140

**Joel Clarkson (SLCC – Department Coordinator, Engineering Technology)**

joel.clarkson@slcc.edu

Office: 801-957-4147

Mobile: 801-739-6366

**Kirk Hagen (Weber State University – Department Chair, Engineering)**

khagen@weber.edu

Office: 801-626-6998

**JaNae Kinikin (Weber State University – Science Librarian)**

jkinikin@weber.edu

Office: 801-626-6093

**RECOMMENDATIONS:**

The primary recommendations of the review committee were regarding faculty workload, emphasis areas in technical electives, and senior capstone project funding. The MET response to these recommendations is as follows:

**Faculty Workload:**

The MET staff concur that the current and projected workload exceeds the present staffing level. As such, all department faculty, as well as support faculty, have been teaching overload schedules. Additionally, numerous adjunct faculty are being contracted on an as needed basis. A requisition for a new faculty member was opened in spring 2015. To date, a number of candidates have been interviewed. It has been determined that none of the current candidates will meet the needs of the department, so a new requisition to continue to the search will be opened in summer 2015, with the goal to staff the open position during the 2015-2016 school year.

**Technical Electives:**

It was noted by the committee that the MET department needs more elective offerings in project management and lean manufacturing. Currently, the allied Manufacturing Engineering Department (MFET) does offer coursework in these disciplines. These courses are available to MET students as qualified lower and upper division technical elective. This may not have been clearly communicated or

presented in the documentation to the review committee. Additionally, the MET department is continually exploring areas for improvement in the curriculum, particularly in the area of technical elective offerings and areas of specialized training.

#### Senior Project Funding:

The review committee noted the financial challenges present in the senior capstone projects. To date, the faculty and students have been very proactive and successful in applying for, and receiving grants. Additionally, the department continues to work with industry contacts to help underwrite the costs associated with capstone project work. Recently, the department has secured a gift from an industry sponsor (JD Machine) to provide ongoing funding specifically for senior capstone projects. In the area of capstone funding, additional financial assistance from the college and university would be extremely helpful in this vital component of the MET degree experience.

#### **CONCLUSION:**

As noted above, the MET department has reviewed the assessment committee's report, and has found it to be accurate and fair. We have reviewed their recommendations, and are taking positive action regarding improvements in the areas noted.