

SELF-ASSESSMENT - SUMMARY OF ACTIVITIES
Civil & Coastal Engineering

Condition #1: *The right people apply for doctoral study.*

Condition #2: *The right applicants are admitted as doctoral students*

Condition #3: *Students and faculty form productive working relationships*

Condition #4: *Students experience social support from fellow students*

Conditions	Goals /Activities	Timeline
1	<p>GOAL: To attract and recruit higher caliber students to the institution.</p> <p>Activities to accomplish the goal:</p> <ol style="list-style-type: none"> 1. Strengthen and maintain personal relationships with contacts/colleagues at peer institutions and visit with them for recruiting purposes. 2. Strengthen the marketing plan for the department to include advertisement in student /professional journals and student newspapers, arranging recruiting events at peer institutions. 3. Strengthen and maintain personal relationships with alumni and contact them when possible to be included in recruiting efforts. 4. Possibly develop a web interview process/teleconference so that the faculty and prospective students can interact prior to the admissions consideration being finalized. 5. Update and maintain the department’s website and personal faculty web pages. 	<ol style="list-style-type: none"> 1. Maintaining external relationships - this activity is on-going. 2. Marketing plan- this will be done within the next 6 months after a review of what is available. 3. Alumni contact – this will be implemented within 12 to 18 months. A list of alumni has to be generated and contacts have to be made. 4. Web interview process – since funds have to be allocated for this, discussions must take place to see if the actual process is feasible. If approved this can be implemented in the next 12 months. 5. Update website – immediate

	<p>GOAL: To provide more comprehensive information regarding employment, job placement services and internships to new and existing students.</p> <p>Activities to accomplish the goal:</p> <ol style="list-style-type: none"> 1. Develop a link on the departmental website that addresses employment opportunities by the appropriate discipline and degree level being sought. 2. Refine the CE Career Planning and Resume Workshop to include employers who are seeking applicants from all areas within the department. 3. To maintain a departmental alumni employment listing so that current students can network with previous graduates. 	<ol style="list-style-type: none"> 1. Career link on website -Currently under review and possible development – 6 month implementation and on-going 2. CE Career Planning event- an annual event - implementation will begin in Nov.06 3. Employer link on website- Currently under review and possible development – 6 month implementation and on-going
<p>2</p>	<p>GOAL: To streamline the admissions process and provide more information so that the faculty can make a sound admissions decision.</p> <p>Activities to accomplish the goal:</p> <ol style="list-style-type: none"> 1. Encourage the admissions office and Provost’s office to find or develop software to assist with this process. 2. Respond via e-mail to each student applicant as soon as his or her application is submitted and correspond in a timely manner what the remaining documents are needed for consideration. 3. Provide a streamlined linkage system on the website that provides only those necessary links to apply – clean it up so that the applicant doesn’t have to “find” what is needed. 	<ol style="list-style-type: none"> 1. Software to expedite admissions process – out of department’s control 2. E-mail response to applicant – implemented 3. Website linkage system – under review with implementation in three months.

	<ol style="list-style-type: none"> 4. Request that the “recommender’s” e-mail address and phone number be listed on the letter of recommendation form so that faculty can contact the individual if further information is necessary. 5. Strengthen the wording in the Statement of Purpose request so that the student clearly states his/her motivation and goals for the pursuit of a PhD. This will assist the department in determining if the student desires to enter the educational arena or pursue the industry. In identifying this, a better “fit” can be determined between the faculty, student and project. 	<ol style="list-style-type: none"> 4. “Recommender’s E-mail” – Make a request to the individual/office that designed the letter of recommendation form to include these items. Contact can be made and hopefully changes will be accepted within the next three months.
<p>3 & 4</p>	<p>GOAL: To retain and graduate 100% of the PhD students in the Civil and Coastal Engineering department by facilitating a process of “connectedness.”</p> <p>Activities to accomplish the goal:</p> <ol style="list-style-type: none"> 1. To have the faculty interact more frequently with the students in a less structured setting. Options would include area luncheons, coordinating social gatherings on and off-campus, and conference/meeting attendance (travel.) 2. To facilitate a stronger bond between all PhD students by providing them with the opportunities to meet and socialize in a supportive environment. 3. Maintain funding levels. 	<ol style="list-style-type: none"> 1. Faculty interaction within an area of CE w/ students: this can be done within the next few months. Completion within 6 months and will be on-going. 2. Social interactions of students – events have been held recently to facilitate this and events are planned throughout the current term and future semesters. 3. Maintain funding level – on-going. This should be completed within the next six to twelve months and will be on-going.

4. Provide support to the “whole” person, not just the individual. Family and support systems within the student’s life should be fostered with the assistance of the department via information dissemination and opportunities for participation in student events on and off campus.

GOAL: To acknowledge the accomplishments of each PhD student throughout their program.

Activities to accomplish the goal:

1. To establish a “rite of passage” ceremony after the student has been admitted into candidacy.
2. To announce publicly via the website, newsletter, and/or e-mail to other students of a student’s presentation or award.
3. To assist the student in the production of a product upon their graduation so that acknowledgement precedes them in the field.
4. A departmental graduation acknowledgement will be planned each semester either by a presentation of a token or celebratory activity.

GOAL #6: To establish a CE graduate student activity board/focus group in order to gather valuable input regarding the program from admissions to graduation.

Activities to accomplish the goal:

1. Request that the faculty recommend students who they feel would be active participants.
2. Invite those students to an initial gathering to:

1. Rite of passage ceremony – implementation within a year.
2. Website announcements – can be implemented immediately with permission from the student, however the website is under review and will most likely be finished in the next three months.
3. Production of a product - Faculty must take a proactive roll in facilitating this as an on-going process.
4. Graduation acknowledgment: A celebratory activity will be planned for this and every ensuing term – on-going.

1. Faculty recommendations – within the next month (Feb 06) and on going.
2. Student invitation – within the

	<p>explain the purpose of the group; begin planning activities; discuss program improvements; set a meeting calendar.</p> <p>3. Meet with the students on a regular basis.</p>	<p>next two months (Feb 06-Mar 06)</p> <p>3. Student meetings- on-going</p>
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