ABET meeting: Electrical Engineering and Computer Engineering only

Attending: Roger Lake, Amit Roy-Chowdhury, Eamonn Keogh, Tom Payne, Mitch Boretz

1. Alumni and employer survey

Amit Roy-Chowdhury has worked an alumni survey targeted to the Program Educational Objectives. The group went through a couple of iterations of the questions during this past week. Roger Lake contacted Purdue University, his alma mater, and obtained copies of the questionnaires that Purdue uses for alumni and their employers. It was agreed that these questionnaires would serve as an excellent model for our new questionnaires. We will adapt the Purdue questions to the UCR outcomes, but we will follow the Purdue organization and format.

Purdue uses a system called Survey Monkey to conduct the survey on-line. This service costs only $300 per year. Roger Lake tested it and found that setting up a survey is easy. We will request support from the College to obtain Survey Money for this spring's survey.

In early March, we will send an e-mail to all alumni in the survey cohort advising them that the survey is coming. Then we will send an e-mail with a link to the on-line survey. After two weeks, we will follow up with phone calls to those who have not responded.

We will ask each alumnus to forward a second message to his or her employer, so the employer can fill out a questionnaire. Again, this will be patterned after the Purdue model but based on UCR objectives.

Mitch will check with Tim Willette to be sure that all departments have indeed taken charge of their own alumni surveys.

The dean's office continues to be responsible for the senior exit survey. Student Affairs also conducts a freshman survey now about educational expectations, which can be used as an input source.