



Student Enrollment and Success Plan: 2014-2017

Department: Electronics and Computer Engineering Technology

Department Chair: Joe Ashby

Department Mission: The Electronics Engineering Technology, Computer Engineering Technology, Automation and Control Engineering Technology and Information Technology majors optimize practical learning experiences to support the design and application of electrical and electronic circuits, electronic, computer system and automated system hardware and software components; leveraged by computer modeling, state-of-the-art laboratory experiences and small learner oriented classes.

Department Enrollment Goal(s):

To continue a steady increase in recruitment yield of distance, transfer, and traditional students by 2% per year.

Action Steps (with dates & person(s) responsible):

- A. Develop and employ a plan to better align ECET department enrollment as related to: the make-up of the ECET student body, the number faculty, the physical educational facilities and the inclusion of developing technologies in the curricula. Responsible: ECET Department faculty & Joe Ashby
- B. Continue to work with other universities (both domestic and International) on articulation agreements and 2+2 degree options in the ECET Department. Dates: On going. Person Responsible: Joe Ashby
- C. Work with admissions by creating COT specific recruitment yield events at the university for incoming freshmen and transfer students. Dates: September 4, 2013; February 28, 2014; March 22, 2014 and annually after that. Persons Responsible: Kara Harris & Joe Ashby
- D. Work with admissions to bring a better understanding to admissions counselors regarding College of Technology Majors through a "Counselor Camp." Dates: August 30, 2013 and annually after that. Persons Responsible: Kara Harris & Joe Ashby
- E. Create College of Technology Call Center Nights with COT faculty, staff, and students. Dates: January 30, 2014; April 10, 2014 and annually after that. Persons Responsible: Kara Harris & Joe Ashby
- F. Host Counselor 135 and University 101 Courses for a Day of Technology. Dates: September 4, 2013; March 18, 2014 and annually after that. Persons Responsible: Kara Harris & Joe Ashby
- G. Support entities such as admissions by participating in recruitment yield days on campus (preview days, majors in minutes, etc.). Dates: Ongoing. Persons Responsible: Kara Harris & Joe Ashby
- H. Attend admissions recruitment fairs held off site (when applicable) via Skype and Facetime to answer questions and serve as a support for admissions. Dates: February 19, 2014 and annually after that. Persons Responsible: Kara Harris & Joe Ashby
- I. Attend on-campus fairs such as the Cultural Street Fair to showcase the College of Technology majors, minors, student groups, etc. Dates: August 17, 2013 and annually after that. Persons Responsible: Kara Harris & Joe Ashby
- J. Attend high impact outreach events such as FIRST Robotics, Women in Hi-tech, National Girls Collaborative Project, etc., to increase participation of students in COT fields. Date: March 6-9, 2014, March 16-19, 2014, and March 19, 2014 and annually after that. Persons Responsible: Bev Bitzegaio & Joe Ashby
- K. Host Females in Technology (FIT) to showcase STEM majors for female students. Date: April 16, 201 and annually after that 4. Persons Responsible: Bev Bitzegaio & Joe Ashby

<i>Total Enrollment Benchmarks</i>	Fall 2013 Baseline: 359 Students	Fall 2014: 366 Students	Fall 2015: 373 Students
	Fall 2016: 381 Students	Fall 2017: 388 Students	

Other Enrollment Related Benchmarksⁱ

Department enrollment alignment plan per action step J: to be developed.

Department Retention Goal(s):

To assist students in retention and increase retention by 1% per year.

Action Steps (with dates & person(s) responsible):

- A. Continue to host a departmental culture that is student centered (i.e., open lab times, open office hours outside of scheduled hours, etc.). Dates: on going. Person(s) Responsible: Joe Ashby
- B. Host ongoing discussions with new students regarding goals and abilities to ensure they have chosen the correct major of study for them. Dates: On going. Person(s) Responsible: Joe Ashby
- C. Attend student hosted events (student associations, cultural events, etc.) to remain engaged with students outside of the classroom. Dates: Ongoing Person(s) Responsible: Joe Ashby
- D. Create a centralized advising plan within the College of Technology that will utilize both professional advisors and faculty and will build upon University College. The advising plan utilizes current university resources such as My Sam, University College, MapWorks, Themed Housing, the Career Center, Alumni Affairs, etc., to assist students in success and professional engagement. The advising center will serve transfer students, distance education students, and students with 30 hours or more. It will be designed as a one-stop-shop and will serve as a point of contact for all COT students seeking advisement. Dates: in process. Person(s) Responsible: Robert English, Kara Harris, & Joe Ashby
- E. Continue to offer student-based free tutoring to students enrolled in College of Technology classes. Dates: ongoing every semester. Person(s) Responsible: Joe Ashby and Kara Harris
- F. Utilize COT Academic Probation Program for at-risk students (21st Century Scholars, LEAP, low income, etc.) and students on probation. Dates: ongoing. Person(s) Responsible: Kara Harris & Joe Ashby
- G. Host informal networking/retention events for departments, college, students, and staff. Students receive information on upcoming, important matters such as registration, financial aid, housing, career fairs, etc., and experience networking time with COT faculty and staff. Dates: August 20, 2013; September 6, 2013; October 9, 2013; November 4, 2013; January 10, 2014; February 19, 2014; March 20, 2014; April 4, 2014 and annually after that. Person(s) Responsible: Joe Ashby & Kara Harris
- H. Create COT themed housing through residential life. Date: on schedule to come on-line for fall 2014. Person(s) Responsible: Kara Harris & Joe Ashby
- I. Create flexible evening and weekend advising for COT students. Dates: October 28, 2013; November 9, 2013; March 22, 2014; April 7, 2014 and annually after that. Person(s) Responsible: Kara Harris & Joe Ashby
- J. Offer incoming freshmen an enhanced NSO experience by having faculty members available to discuss specifics of majors (to ensure students are choosing the correct majors) at the end of day one of NSO. Date: in progress with admissions and University College. Person(s) Responsible: Kara Harris & Joe Ashby
- K. Offer an orientation to the College of Technology (that includes math prep) for new international students. Date: August 18-19, 2014 and annually after that. Person(s) Responsible: Kara Harris, David Sivley, and Joe Ashby
- L. Execute communication plan with at-risk students at critical points. The communication plan includes sending emails, telephone calls, and hard copy mail (campus address and home address) to students who show deficient grades (freshmen with one grade below a C and sophomores with two grades below a C at midterm) or who are showing on the 3-week attendance list in any course. Date: Ongoing at 3 week attendance and midterm dates every semester. Person(s) Responsible: Kara Harris & Joe Ashby

- M. Host student organization fair, "Tech Fest", to showcase student organizations in the college and engage students with faculty and student leaders in each major. Date: September 26, 2014 and annually after that. Person(s) Responsible: Bev Bitzegaio & Joe Ashby
- N. Communicate with students (in addition to email) in alternative modes in regard to events, important dates, etc., through the use of social media (Twitter, Facebook, LinkedIN, etc.). Date: Ongoing and typically updated daily. Person(s) Responsible: Kara Harris, Robert English, Bev Bitzegaio, and Joe Ashby
- O. Require probationary students to meet with a probationary advisor and complete an academic probation program until they move into good standing. Person(s) Responsible: Kara Harris and Joe Ashby. Date: Fall 2014 and on going

<i>Retention Benchmarks</i>	Fall 2013 Baseline: 68%	Fall 2014: 69%	Fall 2015: 71%
	Fall 2016: 72%	Fall 2017: 73%	

Other Retention Related Benchmarks

None

Department Completion Goal(s):

Increase degree completion among undergraduate students by 2% per year.

Action Steps (with dates & person(s) responsible):

- A. Create a centralized advising plan within the College of Technology that will utilize both professional advisors and faculty and will build upon University College. The advising plan utilizes current university resources such as My Sam, University College, Mapworks, Themed Housing, the Career Center, Alumni Affairs, etc., to assist students in success and professional engagement. The advising center will serve transfer students, distance education students, and students with 30 hours or more. It will be designed as a one-stop-shop and will serve as a point of contact for all COT students seeking advisement. Dates: in process. Person(s) Responsible: Robert English, Kara Harris, & Joe Ashby
- B. Complete an audit of undergraduate curriculum, scheduling and four year plans to ensure no unintended curricular issues are present that might adversely affect student completion. Date: Summer 2014 and annually after that. Person(s) Responsible: Robert English, Kara Harris, and Joe Ashby
- C. Complete an audit of students over 100 credit hours to ensure they are "on track" for on-time graduation and communicate to these students avenues (such as summer school) that would assist them in timely degree completion. Date: Summer 2014, Fall 2014, and Spring 2015 and annually after that. Person(s) Responsible: Robert English, Kara Harris, Joe Ashby

<i>Completion Benchmarks</i>	Fall 2013 Baseline: 58 Degrees Conferred	Fall 2014: 59 Degrees Conferred	Fall 2015: 60 Degrees Conferred
	Fall 2016: 61 Degrees Conferred	Fall 2017: 62 Degrees Conferred	

Other Completion Related Benchmarks

None

Post-College Achievement Goal(s) (e.g., employment & graduate school):

Increase the percentage of students that are employed or attending graduate school within six months post-graduation by 2% per year.

Action Steps (with dates & person(s) responsible):

- A. Continue efforts with the COT, ECET Department, and the Career Center to bring employers to campus for internship interviews. Date: On Going Person(s) Responsible: Joe Ashby and Bev Bitzegaio
- B. Utilize data from the Career Center's First Destination Survey to review job placement, curriculum refinement, course offerings, programming, etc. Date: August 2014 and annually after that Person(s) Responsible: Robert English & Joe Ashby
- C. Begin a graduation exit interview process where students can update contact information and employment information. Date: April 2015 and annually after that. Person(s) Responsible: Robert English & Joe Ashby
- D. In collaboration with the Career Center, create programming to assist students in post-graduation success, including the continued development of internship opportunities and cooperative programs involving business and industry relationships. Date: Summer 2014 and annually after that. Person(s) Responsible: Bev Bitzegaio, Robert, & Joe Ashby

*Employment & Graduate
School Benchmarks*

Fall 2013 Baseline:
+2%+2%

Fall 2014:
+2%+2%

Fall 2015:
+2%+2%

Fall 2016:
+2%+2%

Fall 2017:
+2%+2%

Other Goal(s) and Action Stepsⁱⁱ:

Increased internship and business/industry relationship development action step C: to be developed.

ⁱ *Note on Other Enrollment, Retention, and Completion Benchmarks:* Departments are encouraged to develop other benchmarks as may be relevant to measuring progress toward goal achievement.

ⁱⁱ Departments may have other goals that do not fit into the four areas previously indicated or adequately subsumable as an action step within one of the four goal areas. They may be placed here.