May 5, 2007

To: University Program Planning Review Committee

From: Belle Wei
       Dean of Engineering

Subject: Chemical & Materials Engineering (CME) Program Planning Review Report

The Chemical & Materials Engineering department has taken an excellent step towards improving and streamlining the program planning review process. The external reviewer was impressed with CME Department. She stated that the CME faculty are dedicated, hardworking and high caliber teachers and researchers that are doing a remarkable job in teaching, research and service. Although they are a small department, they have a great sense of collegiality, teamwork and “working for the greater good” that is not found in many engineering departments.

Since the last Program Planning Review, the department has developed excellent plans in growing the program in areas of high visibility and importance, such as microelectronics and nanotechnology and improving the department assessment process. I would like to encourage the department to continue on the same path in improving the curriculum and the assessment process, to strengthen the coverage of workplace skills such as communication, leadership, teaming, and strategic thinking in the curriculum, and to streamline and balance the thesis directing research process between CME faculty and industry advisors. I would like to recommend that the CME Department will develop an outreach/recruitment processes to drum up their undergraduate and graduate students enrollment and assessment the process on yearly basis, and develop a mandatory safety training for their students. Finally, I would like to encourage the Department to develop a strategic plan on how to engage successful CME alumni in the department strategic planning, curriculum, research, and fundraising.

I look forward to participating in laying out the strategy and helping with developing the required resources.

cc: Emily Allen, CME Department Chair
    Ping Hsu, Associate Dean of Undergraduate Studies
    Ahmed Hambaba, Associate Dean of Graduate & Extended Studies