ACTION PLAN FROM PROGRAM REVIEW AND PLANNING
San Jose State University
College of Engineering
Department of Biomedical, Chemical and Materials Engineering
May 29, 2014

1. Prepare evaluation of sustainability of maintaining an accredited, low-demand MatE program, including proposed actions such as setting target enrollments in UG and grad programs, increasing outreach to accepted students, investigating reasons for low show rates, and possibly redesigning department website to more clearly market the MatE programs (as well as the others in the department).

2. Perform further analysis on graduation and retention rates for all programs in the department - there appears to be discrepancies between official data from Institutional Effectiveness and Analytics (IEA), and internal analysis. Meet with the AVP of IEA to resolve these questions, and explore alternative ways of computing rates appropriately for small programs. Identify specific steps to identify and improve program rates if necessary.

3. Establish plan for growth to four TT/T faculty and about 300 students in the ChemE programs.

4. Establish ABET accreditation of the BS BME program.

5. Continue to strengthen commitments from the Biology Department for courses required for the BME programs through appropriate media, such as an MOU.

6. Implement current plan to increase the number of Biomedical Engineering technical electives in the graduate program.

7. Next department review to coincide with next ABET accreditation, Fall 2018.

By signing below, we agree to the action plan outlined above.

Gregory L. Young
Gregory Young, Chair of Biomedical, Chemical and Materials Engineering

[Signature]
10/10/14

Andrew Hsu, Dean- College of Engineering

Andy Feinstein
Andrew H. Feinstein PhD., Provost and VP Academic Affairs