

Example Basic Information, Curriculum Analysis and Transcript Analysis of the ABET EAC E74 Program Evaluator Report Form for Civil Engineering Programs

Prepared by the ASCE Committee on Accreditation Operations

During reviews of Program Evaluator (PEV) forms submitted as a part of the annual evaluation of PEVs, the Committee on Accreditation Operations (COAO) has noticed a wide variety of form completing practices. In some cases, important information has been omitted from the report forms. In other cases, the PEV has spent considerable time and effort tabulating information that is beyond what is needed.

COAO concluded that a series of examples would be helpful to PEVs, and completed E74 forms including the portions for the Basic Information Sheet, Curriculum Analysis and Transcript Analysis are attached along with notes to guide the PEV.

Various items and issues need to be discussed as needed in other forms. For example:

- Any item constituting a shortcoming should be discussed in the E62 Program Evaluator Worksheet, in the E74 Exit Statement, and repeated in the E61B Program Audit Form.
- The specific civil engineering additional basic science course options should be mentioned in the Program Evaluator Worksheet under Program Criteria rather than in the curriculum analysis or transcript analysis. Similar Worksheet comments would be included for other program criteria.

The attached Example is not intended to prohibit a PEV from providing extra information, but it is hoped that it will help assure that essential information is provided in a reasonably common format. It is also hoped that the guidance will reduce the time necessary for this portion of PEV's review task. **R**

ABET, Inc.
Engineering Accreditation Commission

PROGRAM EVALUATOR REPORT FOR 2011-2012 VISITS
BASIC INFORMATION SHEET

Evaluation of Program in _____ Civil Engineering
Title of Program

At _____ Example State University
Official Name of Institution

Dates of Visit: _____ October 1 – 3, 20XX

Evaluated by: _____ Phillip E. Vision
Name

_____ 1245 Maple Street, Sometown, ST xxxxx-xxxx
Address

_____ xxx-xxx-xxxx _____ yyy-yyy-yyyy _____ zzz-zzz-zzzz
Office Phone Home Phone Fax

_____ PEVision@email.org
e-mail

Society Represented by Program Evaluator: _____ American Society of Civil Engineers
Society

Evaluation conducted in accordance with EAC General Criteria and the following applicable Program Criteria:

_____ Civil Engineering
Program Criteria

LIST OF PERSONS INTERVIEWED

NAME	POSITION
Dr. William Goodhead	Professor & Head, Civil, Construction and Environmental Engr. Dept.
Drs. Martin Dillon and Tom Black	Professor of CCEE
Drs. Li Chou and Warren Tucker	Associate Professor of CCEE
Dr. George Johnson	Associate Professor of CCEE and ABET Coordinator
Drs. Juan Diaz and Paul Kim	Assistant Professor
Drs. Mary Brown and Howard Owen	Assistant Professor
Mr. James Smith and Ms. Zhn Tran	Chair and Member, Advisory Board
Ms Carla Sims and Mr. Said Elbarady	ASCE Student Chapter President, EWB Secretary
Drs. Brenda Plus and David Minus	Assoc. Head & Assoc.Prof.; Prof.- Math & Statistics
29 Students in CCE 470	Seniors in Civil Engineering

ABET, Inc.
Engineering Accreditation Commission

CURRICULUM ANALYSIS

Institution Example State University Program Civil Engineering

PLEASE COMPLETE TWO DRAFT COPIES OF THIS WORKSHEET PRIOR TO YOUR ARRIVAL AT THE INSTITUTION AND PROVIDE ONE COPY OF THE CURRICULUM ANALYSIS TO YOUR TEAM CHAIR AT THE START OF THE VISIT. INCLUDE A COPY IN YOUR REPORT, REVISED AS NECESSARY TO REFLECT YOUR ANALYSIS OF ACTUAL COURSE CONTENT DURING THE VISIT.

Curricular Category	Number of Credits*		
	Criteria Requirement	Table 5-1 of Self-Study	Visitor's Evaluation
College-level Mathematics and Basic Sciences	32	35	35
Engineering Topics	48	64	61
General Education		24	27
Please List Below Any Applicable Program Criteria Requirements:			
Math through differential equations		Yes	Yes
Chemistry, calculus based physics		Yes	Yes
Additional basic science		Yes (GEO 102)	Yes
Apply 4 technical areas of CE		Yes	Yes
Conduct CE experiments; analyze data		Yes	Yes
Design system, component, process		Yes	Yes
Explain: management, bus., policy, etc		Yes	Yes
Explain import. of professional licensure		Yes	Yes

* One year is the lesser of 32 semester hours (or equivalent) or one-fourth of the total credits required for graduation.

Are curricular requirements met in each of the following areas?	YES	NO
Major design experience based on knowledge and skills acquired in earlier course work.	X	
Major design experience incorporates appropriate engineering standards and multiple realistic constraints.	X	
Other requirements contained in applicable program criteria	X	

If “no” is checked in any of the above categories, please describe the specific weakness or deficiency on the Explanation of Shortcomings Form.

ABET, Inc.
Engineering Accreditation Commission

TRANSCRIPT ANALYSIS

Institution Example State University Program Civil Engineering

PLEASE COMPLETE TWO DRAFT COPIES OF THIS WORKSHEET PRIOR TO YOUR ARRIVAL AT THE INSTITUTION AND PROVIDE ONE COPY TO YOUR TEAM CHAIR AT THE START OF THE VISIT. PLEASE INCLUDE A COPY IN YOUR REPORT, REVISED IF NECESSARY TO REFLECT YOUR ANALYSIS OF ACTUAL COURSE CONTENT.

ABET Curricular Category	Number of Credits*										
	ABET Criteria Requirement	Credits Actually Earned by Student Number									
		1	2	3	4	5	6	7	8	9	10
College-level Mathematics and Basic Sciences	32	32 ^a	35	36	32 ^a	35	35				
Engineering Topics	48	67	68	67	64	64	64				
General Education		24	24	24	24	24	24				
Please List Below Any Applicable Program Criteria Requirements:											
Math through differential equations	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Chemistry, calculus based physics	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Additional basic science	NA	Yes	Yes	NA	Yes	Yes	Yes				
Apply 4 technical areas of CE	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Conduct CE experiments; analyze data	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Design system, component, process	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Explain: management, bus., policy, etc	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Explain import. of professional licensure	Yes	Yes	Yes	Yes	Yes	Yes	Yes				

* Computed as in curriculum analysis table.

^a Less basic science since enrolled in previous curriculum version.

Notes for PEV from COAO:

- List program criteria requirements. Add lines to tables as necessary. Indicate with a "yes" or "no" whether the requirement is met (do not use an "X" which could mean either.). For program criteria requirement, it is not necessary to list hours involved.
- Transcript Analysis hour distribution is based on comparison to the Self-Study Table 5-1, not the PEV's evaluation of the curriculum. The objective is to evaluate whether the program is guiding and requiring students to meet the program's stated requirements. PEVs sometimes add helpful notes. In this case, two students were on an earlier curriculum version before the "additional basic science" was required by the program criteria.