

# Economic Development Incentive Grant 2013-14 Annual Report

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<b>Institution Name(s):</b> UW Oshkosh and UW Green Bay	<b>Project Title:</b> Implementation of the Collaborative Engineering Technology Program
<b>Principal Investigator:</b> John Koker, Dean of College of Letters and Science	<b>Person submitting Report:</b> John Koker
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<b>Grant Award Amount:</b> \$1,892,000	<b>Report Date:</b> July 18, 2014
<b>Grant Funding Spent (to date):</b> \$147,310.15	<b>Date project began:</b> December 11, 2013
	<b>Date project ends (projected):</b> July 1, 2015

## I. Status Report

The project has progressed according to the workplan described in the original grant application. Some of the major accomplishments to date include:

- 1) The curriculum for all three majors is finalized and is working its way through the final governance processes on the UW Oshkosh and UW Green Bay campuses.
- 2) Two faculty attended the ABET conference and accreditation workshop in April 2014 and an ABET consultant was contacted and hired to make sure the programs are accredited as soon as possible.
- 3) A Program Coordinator was appointed at both UW Oshkosh and UW Green Bay. In addition, a Program Director for the collaboration was also hired as a representative for the collaborative effort with regional business partners.
- 4) Offered the course "Introduction to Engineering Technology" spring 2014.
- 5) Received Higher Learning Commission approval for three new majors spring 2014.
- 6) Two new faculty were hired at UW Oshkosh (Mechanical Engineering and Electrical Engineering). Several candidates were brought to UW Green Bay for interviews, but no candidates accepted offers and the search will continue in fall 2014.
- 7) Start-up for new faculty has been allocated. Research facilities are being renovated and modified to meet needs of faculty.
- 8) Equipment is being purchased to outfit the new spaces for the engineering technology courses.
- 9) Faculty continue to work on developing new courses and collaborative course offerings.
- 10) Advisory Boards for all three majors have been established and the first meeting was held July 15, 2014.
- 11) Several Articulation Agreement meetings were held with all partners. Currently, the technical college partners are submitting the proposed transfer agreements for review by the Provosts' office at UW Oshkosh and UW Green Bay.
- 12) Several internship opportunities have been identified and a database is being created. Several business partners have already provided funding to support interns.
- 13) A full schedule of classes is set to be offered in fall 2014.

## II. Updated Goals/Performance Metrics and Assessment Plans

Please see spreadsheet.

### **III. Project/Program Budget and Expenditures**

During the 2013-14 academic year, we completed the planning, approval and hiring processes. While we did offer one course in the program, the full launch is set for fall 2014. Minimal funds were needed during the 2013-14 year (as we planned). Most of the grant funds will be needed during the 2014-15 academic year.

See attached for a detailed report on expenditures.

### **IV. Changes**

There have been no changes to the workplan or grant goals that were presented in the original proposal.

Fund(s):	131					
<b>Totals - Engineering Technology Grant UWOSH/UWGB Partnership</b>						
				FULL GRANT AMOUNT		\$ 1,892,000.00
EXPENSES	<u>Grant Budget</u>	<u>Expenses FY14</u>	<u>Expenses FY15</u>	<u>Encumbrances to Date</u>	<u>Expenses + Encumbrances</u>	<u>Grant Balance</u>
Expenses						
Faculty/Academic Salary						
[1002] Faculty - Academic		\$ 5,926.14	\$ -	\$ -	\$ 5,926.14	
[1003] Faculty - Summer		\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	
[1005] Faculty - Lump Sum		\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	
[1051] Academic Staff - Annual		\$ 5,443.20	\$ -	\$ -	\$ 5,443.20	
[1055] Academic Staff - Lump Sum		\$ -	\$ -	\$ -	\$ -	
Permanent Classified						
[1531] Classified - Hourly		\$ 2,563.34	\$ -	\$ -	\$ 2,563.34	
LTE/Student						
Student Wages Regular						
[1771] Student - Hourly		\$ 964.32	\$ -	\$ -	\$ 964.32	
Student Wages Work Study						
[1781] Work Study Hourly		\$ 44.32	\$ -	\$ -	\$ 44.32	
Fringe Benefits		\$ 6,879.20	\$ 606.01	\$ -	\$ 7,485.21	
Supplies & Expense						
Supplies & Expense						
Travel Expense						
[2100] Employee-In State Bus		\$ 281.61	\$ 48.24	\$ -	\$ 329.85	
[2101] Employee-Reportable Meals		\$ -	\$ -	\$ -	\$ -	
[2115] Employee-In State Conf		\$ 443.10	\$ -	\$ -	\$ 443.10	
[2126] Employee-Foreign Bus		\$ -	\$ -	\$ -	\$ -	
[2127] Employee-Foreign Conf		\$ -	\$ -	\$ -	\$ -	
[2130] Employee-Out State Conf		\$ 3,066.69	\$ -	\$ -	\$ 3,066.69	
[2140] Fleet Charges-Vehicles		\$ -	\$ -	\$ -	\$ -	
[2161] Travel-Job Applicant		\$ 1,340.74	\$ 308.53	\$ -	\$ 1,649.27	
[2162] Travel-NonEmpl,Student,Job App		\$ 3,036.21	\$ -	\$ -	\$ 3,036.21	
[2166] Airline Tickets		\$ -	\$ 940.47	\$ -	\$ 940.47	
Telephones						
[2201] Centrex		\$ -	\$ -	\$ -	\$ -	
[2230] Install, etc.		\$ -	\$ -	\$ -	\$ -	
[2260] Communication-Miscellaneous		\$ -	\$ -	\$ -	\$ -	
Rent						
[2310] UW/State Owned		\$ -	\$ -	\$ -	\$ -	
[2320] Rental of Space		\$ -	\$ -	\$ -	\$ -	
[2325] Lease of Space		\$ -	\$ -	\$ -	\$ -	
[2360] Rental of Other Equipment		\$ -	\$ -	\$ -	\$ -	
Maintenance & Repair						
[2420] Maintenance & Repair-Structure		\$ -	\$ 1,402.00	\$ 6,157.00	\$ 7,559.00	
General Services						
[2620] Professional		\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	
[2623] Miscellaneous		\$ 825.00	\$ 2,050.00	\$ -	\$ 2,875.00	
[2650] Internal		\$ -	\$ -	\$ -	\$ -	
[2670] Printing & Duplicating-State		\$ 216.32	\$ -	\$ -	\$ 216.32	
[2680] Housekeeping & Janitorial		\$ -	\$ -	\$ -	\$ -	
Consumable Supplies						
[3100] Supplies		\$ 3,062.67	\$ -	\$ -	\$ 3,062.67	
[3165] Food		\$ 26.63	\$ -	\$ -	\$ 26.63	
[3194] Comp & Peripherals not Capital		\$ 1,157.79	\$ -	\$ -	\$ 1,157.79	
Miscellaneous Expenses						
[3700] Postage		\$ -	\$ -	\$ -	\$ -	
[3710] Freight		\$ 123.81	\$ -	\$ -	\$ 123.81	
[3730] Memberships		\$ -	\$ -	\$ -	\$ -	
[3740] Advertising		\$ 6,980.00	\$ -	\$ -	\$ 6,980.00	
[3781] Conferences/Workshops		\$ -	\$ -	\$ -	\$ -	
Capital Expense Budget						
Capital						
[4602] Equip-Laboratory & Classroom		\$ 37,676.57	\$ -	\$ -	\$ 37,676.57	
[4604] Equipment		\$ 43,740.24	\$ -	\$ -	\$ 43,740.24	
[4800] Books (Print Monographs)		\$ -	\$ -	\$ -	\$ -	
TOTAL	\$ 1,892,000.00	\$ 135,797.90	\$ 5,355.25	\$ 6,157.00	\$ 147,310.15	\$ 1,744,689.85

**UW System Incentive Grant  
General Outcomes/Goals Reporting Matrix  
2013-14**

Incentive Grant Program Name: Implementation of the Collaborative Engineering Technology Program  
Funding Allocation: \$1,892,000

#	Performance Outcomes Descriptions	Assessment Plan Description	Projected Goals 2013-14	Actual 2013-14 Outcomes	Projected Goals 2014-15
1	<b>Finalize curriculum and initial ABET accreditation</b>	1. Approvals on both campuses for curriculum 2. Create initial program assessment plans 3. Plan to apply for accreditation 4. Complete offered curriculum at advanced level	Continue curriculum development; Hire Curriculum and ABET consultants (November 2013), Invest in curricular development (November 2013-May 2014), Send Faculty to ABET conference (April 2014)	The curriculum for all three majors is finalized and is working its way through the approval processes on the UW Oshkosh and UW Green Bay campuses. Two faculty attended the ABET conference and accreditation workshop in April 2014. An ABET consultant was contacted and hired. A plan for accreditation is currently under development.	All curriculum approvals finalized, Continue contract for ABET consultant (Nov 2014), Send faculty to ABET conference (April 2015), Prepare ABET application process, Offer upper level courses
2	<b>Hire Personnel and support staff</b>	1. Hiring completed 2. Coordinators in place 3. Support staff in place 4. Hired academic support staff	Hire 1-2 new tenure-track faculty members each at UW Green Bay and UW Oshkosh (Nov 2013-March 2014), Hire Program Coordinators at each campus (November 2013), Identify support for prior learning assessment, testing, and tutoring (May 2014), Hire academic staff	A Program Coordinator was appointed at both UW Oshkosh and UW Green Bay. In addition, a Program Director for the collaboration was also hired as a representative for the collaborative effort with regional business partners. Two new faculty were hired at UW Oshkosh (Mechanical Engineering and Electrical Engineering). Several candidates were brought to UW Green Bay, but no candidates accepted offers and the search will continue in fall 2014. Academic support staff were hired.	Hire 3 tenure-track faculty at UW Green Bay and 1 additional tenure-track faculty at UW Oshkosh (Sept 2014-January 2015), Continue contract with Program Coordinators at each campus (November 2014), Continue contracts of coordinators for prior learning assessment, testing and tutoring (August 2014-June 2015), Continued support for academic support staff, Hire instructional academic staff for initial course offerings
3	<b>Create professional development opportunities</b>	1. Final reports on P.D. research outcomes 2. Final curriculum development 3. Well equipped labs	Fund start up research for for faculty (Jan 2014-June 2014), Fund conference attendance (Jan 2014-June 2014), Staff development and training for curriculum development and training	Start-up funding for new faculty has been allocated. Research facilities are being renovated and modified to meet needs of faculty. Equipment is being purchased in an ongoing manner to outfit the new spaces for the engineering technology courses. Faculty continue to work on new courses and the development of collaborative course offerings.	Fund start up research funds (July 2014-June 2015), Fund conference attendance (July 2014-June 2015), Staff development and training for curricular development and stipends
4	<b>Build regional partnerships</b>	1. Creation of advanced boards, dates, agendas and minutes 2. Completed/Approval of articulation plans with all partners 3. Identify opportunities for internships 4. Complete equipment purchases	Form and charge engineering technology faculty/industry advisory board and hold first meetings (Feb, June, Aug 2014), Develop articulation agreements with NEW ERA higher education institutions (January-June 2014), Purchase equipment and materials and create space and lab rental agreements with UW Colleges, Wisconsin Technical Colleges and CMN (Jan-June 2014), Develop opportunities for internships and other opportunities	Advisory Boards for all three majors have been established. The first meeting was held July 15, 2014. A Google Drive was set-up as a clearinghouse for Articulation Agreements between all partners. Equipment is being purchased and the opportunities for sharing of space has been identified and course offerings schedules have been developed. Several Articulation Agreement meetings were held with all partners. Currently, the technical college partners are submitting the proposed transfer agreements for review by the Provost's office at UW Oshkosh and UW Green Bay. Several internship opportunities have been identified and a database is being set-up. Several business partners have already provided funding to support interns from these majors.	Support engineering technology industry advisory boards meetings (Oct 2014, Feb and June 2015), Create additional cooperative learning experiences for students (July 2014-June 2015), Purchase equipment and materials, renovate space, signage, marketing, and create lab rental agreements (July 2014-June 2015), Renovate campus space, Engage faculty with partner institutions

# UW System Incentive Grant Program

## Required Program Goals/Outcomes Reporting Matrix

### 2013-14

#### Economic Development Goals and Results

Economic development program" means a program or activity having the primary purpose of encouraging the establishment and growth of business in this state, including the creation and retention of jobs, and that satisfies all of the following:

1. The program receives funding from the state or federal government that is allocated through an appropriation under ch. 20
2. The program provides financial assistance, tax benefits, or direct services to specific industries, businesses, local governments, or organizations.

Performance Categories	Goals		Actual Outcomes 2013-14	Accomplished Goal? Yes or No	Notes
	Projected 2013-14	2014-15			
# of Jobs Created	4	3	4	Yes	The goal of this program is to prepare future employees.
# of Jobs Retained					
# of Businesses Assisted			50		We have over 50 businesses represented on our advisory boards.

Additional Goals/Outcomes	Goals		Actual Outcomes 2013-14	Accomplished Goal? Yes or No	Notes
	Projected 2013-14	2014-15			
					This program will develop a skilled workforce in northeast Wisconsin.

**UW System Incentive Grant Program  
Required Program Goals/Outcomes Reporting Matrix  
2013-14**

## Development of a Skilled and Educated Workforce

**Programs that have as their objective the development of an educated and skilled workforce, such as the following:**

- a. Increasing the number of bachelor's, master's, and doctoral degrees awarded in fields for which occupational demand is high or in fields that the board and the department of workforce development jointly determine to be high-demand fields.
- b. Increasing the number of opportunities available to students to gain work experience in their fields through internships or cooperative work experiences.
- c. Increasing or enhancing research and development.

	Goals		Actual Outcomes 2013-14	Accomplished Goal? Yes or No	Notes
	Projected 2013-14	2014-15			
# of Bachelor's degrees awarded in high-demand fields					This is a four-year undergraduate bachelor's degree program. The first course offering was in spring 2014 and the program will be fully implemented fall 2014. We will be preparing Engineer Technology graduates to fill regional market needs. We anticipate the first graduates of the program in 2016-17 due to existing pre-engineering and associate degree programs at NEW ERA institutions.
# of Master's degrees awarded in high-demand fields					
# of Doctoral degrees awarded in high-demand fields					
# of internships created (paid)		15 created			We have a full schedule of classes set for fall 2014.
# of internships created (unpaid)		15 created			
# of cooperative work experiences (paid)		15 created			
# of cooperative work experiences (unpaid)		15 created			Our business partners are developing internships as cooperative experiences.

### Increasing or Enhancing Research and Development Reporting

[illegible]

# UW System Incentive Grant Program

## Required Program Goals/Outcomes Reporting Matrix

### 2013-14

#### Improve the Affordability of Higher Education

Programs that Improve the Affordability of Higher Education for Resident Undergraduates, including:

- a. Reducing the time required to obtain a degree
- b. Increasing the opportunities available for high school pupils to earn credit toward a postsecondary degree; and
- c. Improving the transfer of credit between institutions of higher education.

#### Reducing the Time required to obtain a Degree

Goals	Anticipated Completion Dates	Actual Completion Dates	Accomplished Goal? Yes or No	Notes
Creation of multiple pathways for degree completion	2014-15			To reduce time to degree.

#### Increasing the Opportunities available for High School Pupils to earn Credit toward a Postsecondary Degree

Goals	Anticipated Completion Dates	Actual Completion Dates	Accomplished Goal? Yes or No	Notes
Design credit for prior learning assessments	2014-15			
Create dual enrollment courses		summer 2014		

#### Improving the transfer of Credit between Institutions of Higher Education

Goals	Anticipated Completion Dates	Actual Completion Dates	Accomplished Goal? Yes or No	Notes
Create articulation agreements for credit transfer for UW Colleges, WTCS, and College of Menominee Nation	2014-15			