

**TO:** The Engineering Faculty

**FROM:** The Faculty of the School of Mechanical Engineering

**RE:** New Course – ME 19800 PMEA Leadership Prgm

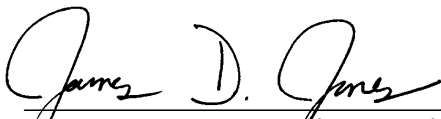
The Faculty of the School of Mechanical Engineering has approved allowing new course ME 19800 PMEA Leadership Prgm. This action is now submitted to the Engineering Faculty with a recommendation for approval.

[ME 19800 – PMEA Leadership Prgm](#)

Credit Hours: 1.00. A weekly seminar that includes topics such as leadership, professional skills, teamwork, and the Mechanical Engineering culture. Students will utilize these skills while representing Mechanical Engineering (as Purdue Mechanical Engineering Ambassadors) to current and prospective students, alumni, donors, and other visitors to the school.

**Rationale**

High school students as well as First-Year Engineering students frequently struggle with the decision as to which professional School to pursue. The PMEA ambassadors present to prospective high school students and First-Year Engineering students some of their involvements with the program and provide a student perspective regarding the various programs (Co-op, GEP, Study Abroad, research, etc) the school has to supplement the ME core curriculum. Students must be selected as a Purdue Mechanical Engineering Ambassador and must be currently enrolled as a Mechanical Engineering student. The faculty and ME Undergraduate Academic Advising Office also provide recommendations and input to the selection of the students.



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James D. Jones, Associate Head/Professor  
School of Mechanical Engineering

**ME 19800  
PMEA Leadership Program**

**Course Outcomes**

1. Ability to function effectively with a student run team whose members create a collaborative and inclusive environment, plan events, and meet the objectives of the ME Undergraduate Program. (5)
2. Communicate effectively with a range of audiences. (3)
3. Provide students with the opportunity to develop a personal philosophy of leadership that includes an understanding of self, others, and community. (5)

**Communication Skills**

1. Prospective Student Tours
2. Panel Discussions
3. Admission Presentations
4. Professional Engagement Requests
5. Outreach initiatives

**Teamwork Skills**

1. Event Planning
2. Time Management
3. Collaboration
4. Delegation

**Leadership Skills**

1. Encourage involvement of peers within ME community.
2. Collaboration with other student organizations
3. Committee head leads to implement ME events

**Personal & Professional Development**

1. Daily practice of professional skills
2. Execution of events in a safe and inclusive environment with faculty and staff support

**Revision Date:** 2/4/2020

<b>COURSE NUMBER:</b> ME 19800		<b>COURSE TITLE:</b> PMEA Leadership Prgm	
<b>REQUIRED COURSE OR ELECTIVE COURSE:</b> Elective		<b>TERMS OFFERED:</b> Fall and Spring	
<b>TEXTBOOK/REQUIRED MATERIAL:</b> None		<b>PRE-REQUISITES:</b> Mechanical Engineering Status – selected by peer PMEA members and nominated by ME faculty and staff	
<b>COORDINATING FACULTY:</b> J. Jones		<b>COURSE OUTCOMES:</b>  <ol style="list-style-type: none"> <li>1. Ability to function effectively with a student run team whose members create a collaborative and inclusive environment, plan events, and meet the objectives of the ME Undergraduate Program. (5)</li> <li>2. Communicate effectively with a range of audiences (3).</li> <li>3. Provide students with the opportunity to develop a personal philosophy of leadership that includes an understanding of self, others, and community. (5)</li> </ol>	
<b>COURSE DESCRIPTION:</b> High school students as well as First-Year Engineering students frequently struggle with the decision as to which professional School to pursue. The PMEA ambassadors present to prospective high school students and First-Year Engineering students some of their involvements with the program and provide a student perspective to regarding the various programs (Co-op, GEP, Study Abroad, research, etc) the school has to supplement the ME core curriculum. Students must be selected as a Purdue Mechanical Engineering Ambassador and must be currently enrolled as a Mechanical Engineering student. The faculty and ME Undergraduate Academic Advising Office also provide recommendations and input to the selection of the students.			
<b>ASSESSMENTS TOOLS:</b> <ol style="list-style-type: none"> <li>1. Class attendance and participation.</li> <li>2. Execution of student events</li> </ol>			
<b>PROFESSIONAL COMPONENT:</b> <ol style="list-style-type: none"> <li>1. Engineering Topics: Engineering Science –1 credit (100%)</li> </ol>			
<b>NATURE OF DESIGN CONTENT:</b> N/A			
<b>COMPUTER USAGE:</b> N/A		<b>RELATED ME PROGRAM OUTCOMES:</b>  <ol style="list-style-type: none"> <li>1. Engineering fundamentals</li> <li>2. Engineering design</li> <li>3. Communication skills</li> <li>4. Ethical/Prof. responsibilities</li> <li>5. Teamwork skills</li> <li>6. Experimental skills</li> <li>7. Knowledge acquisition</li> </ol>	
<b>COURSE STRUCTURE/SCHEDULE:</b> <ol style="list-style-type: none"> <li>1. Lecture – 1 day per week at 50 minutes.</li> </ol>			
<b>PREPARED BY:</b> J. Jones		<b>REVISION UPDATE:</b> Jan. 15, 2020	