

College of Engineering Monthly Meeting

Minutes of the Meeting of
February 17, 2015

Members Present: Akbari Hamed, Ashrafi, Beyene (late), Garcia, Garoma, Gupta, Huang, Katz, Kinoshita, G. Lee, Liu, Mehrabadi, Moon, Nosseir, Olevsky, Ozturk, Plotkin, Sharma, Supernak, Tummala, Venkataraman, Westermo

Members Absent: Alimohammad, Alves, Battiato, Bayasi, Betancourt, Bhattacharjee, Buyuksonmez, Demasi, Dowell, Engin, German, f. harris (excused), Jacobs, Johnston, Kassenge, Kennedy, Kline, Kolen(excused), Kumar, L. Lee (excused), Marino, May-Newman, Miller, Mitropoulos, Mladenov, Morsi, Nagaraj, Narang, Naseradinmousavi, Ponce, Sabzehgar, Sarkar, Seshagiri, Szeto, Valdes, Walsh (excused)

Guests: Paolini, Montoya

The meeting was called to order at 11:04am.

1. Due to the lack of a quorum, the approval of the minutes for the December 9, 2014 meeting will be solicited through email.
2. Dean Mehrabadi provided several announcements and updates. These included the following:
 - a. The Dean introduced Mr. Dan Montoya, the new College of Engineering Senior Director of Development. Dan is an SDSU alumnus (class of 2004 from the College of Business Administration). He first worked in the Division of Student Affairs, then the College of Business Administration, spent a little time at UCSD, returned to the College of Business Administration and is now with the College of Engineering. All of his experience is in fundraising, where he hopes to help the college in obtaining support for our various activities.
 - b. The Engineering and Interdisciplinary Sciences (EIS) Complex:
 - (i) In the initial design, approximately 11,500 sq. ft. of space is allocated for teaching labs, 11,700 sq. ft. have been allocated for several centers, 3,440 sq. ft. is allocated for collaborative meeting space while only 24,000-26,000 sq. ft. is left for research lab space. The Operations Committee is looking at ways of allocating more space for research by re-visiting the space allocation; for example some of the space originally allocated for student clubs may be released for research by moving the student clubs into areas in the existing engineering building.
 - (ii) The Dean will be meeting with the Provost and Vice-President for Research on February 27th to discuss faculty issues in the key research thrust areas of bioengineering, energy, and wireless communications.
 - c. Faculty Searches:
 - (i) AE (Dept. Chair): three candidates have been selected for on-campus interviews;
 - (ii) CCEE: (Transportation): 51 faculty applied and the search committee is preparing for the phone interviews for the short list; (Lecturer): the Committee has down-selected to one candidate. The Dean mentioned that this position may be a temporary one, pending the return of Dr. Walsh to SDSU.
 - (iii) ECE (Dept. Chair): 34 faculty applied and the search committee will conduct phone interviews for the short list next week.

- (iv) ME (Dept. Chair): 20 faculty applied and four candidates have been selected for on-campus interviews; (Design): 80 faculty have applied and the committee is performing a down-selection in preparation for phone interviews; (Bioengineering): 79 faculty have applied and the committee is performing a down-selection in preparation for phone interviews.
- (v) Associate Dean: The four finalists have completed their on-campus interviews, the search committee will be analyzing the surveys from faculty and staff and also will be collecting evaluations from campus administrators who participated in the on-campus interviews.
- d. Staff Searches:
 - (i) The Dean has requested approval for the AE technician.
 - (ii) The Dean has also requested approval to hire a media person to coordinate the College public relations activities, including web development and the college newsletter.
 - (iii) A financial analyst will be hired to coordinate the budget forecasting tasks and work with the Office of Academic Affairs and other university offices on college budget matters. Jacqueline will devote her time to working with the department administrative coordinators on department budgets, as the college finance liaison point-of-contact.
- e. Equipment (lottery) Fund: There is a new format in the method of dispensing the equipment funds; Academic Affairs has streamlined the process. The College of Engineering will receive \$1M every year and prioritization of the lottery fund requests will be done at the college and department levels.
- f. Undergraduate Studies Issues:
 - (i) Drafts of the ABET Self-Study reports are due to the College by March 15th.
 - (ii) Documents in response to the 120-unit rule have been submitted to the upper administration; the departments have taken the opportunity to “double-count” several engineering courses which satisfy the GE requirement in order to reduce the number of units in the undergraduate curriculum while maintaining the engineering requirements for accreditation.
- g. Research and Graduate Studies:
 - (i) JDP: the college is looking at other UC collaborations as well as ways to continue to strengthen the existing collaboration with UCSD.
 - (ii) Assigned Time policies for each program will be reviewed by the VP for Research and Academic Affairs. The College is generating a unified assigned time policy. The goal is to define measurable elements in the assign time that may be linked to the RTP process. A second draft of the college assigned time policies document is under review by the Executive Committee and, once completed, the document will be forwarded to both the Constitution and Bylaws Committee and the APP Committee for evaluation, and then to the college faculty at a college meeting for review and approval.
 - (iii) The VP for Research will be announcing a funding opportunity for support up to \$100k in seed money for interdisciplinary research. The RFP will be distributed shortly.
- h. International and Other External Programs:
 - (i) The SDSU Georgia Program: The Prime Minister has signed the accreditation documents for the program and the goal is to attract 150 students from the Republic of Georgia along with another 100 international students into the program.
 - (ii) Dr. Supernak mentioned the need to publicize the engineering summer international programs such as the Krakow experience.
- i. The Dean reminded the faculty of the 2015 Engineering Design Day on May 8th in Montezuma Hall from 1:30pm – 4:00pm and the Senior Banquet scheduled for May 8th from 5:30pm – 8:00pm, also in Montezuma Hall.

The meeting was adjourned at 12:02pm