



SAN DIEGO STATE
UNIVERSITY
College of Engineering

EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, October 18, 2017
2:00pm-4:30pm, Dean's Conference Room

Attendees: Dean Mehrabadi, Drs. J. Abraham, P. Lu, E. Olevsky, J. Supernak; Theresa Garcia and Marcie Morihoro

Absent: Dr. Chris Mi (conference)

Dean Mehrabadi called the meeting to order at: 2:04pm

1. Approval of 10/4/17 & 9/20/17 Executive Committee Meeting Minutes
Minutes unanimously approved by all members present.
2. Assigned Time (AT) Policy and CoE Constitution & Bylaws
The Dean will be e-mailing Word file of AT policy to the Committee Members that the Executive Committee agreed upon before sending to the Constitution & Bylaws Committee for review.
3. Supplemental Funds
The requests submitted by all CoE Departments totaled \$1.8M. The requests were emailed to Academic Affairs on Monday, October 16th.
4. CoE Naming Inventory for URAD
University Relations and Development has requested a full list of named spaces in each College/Department. The Dean would like the Chairs to email a list of named spaces in individual Departments to Marcie Morihoro by end of day Wednesday, November 15.
5. Update on 2018-19 TT Faculty Searches
AE – Dr. Ping Lu - (20) applications received to date.
CCEE – Dr. Supernak - (3) applications received for CEM Endowed Chair; Hydraulics & Water approved and on Interfolio; Transportation position was just approved; and (90) applications for Blue Gold with (10) shortlisted
ME – Dr. Abraham - All positions have about (30) applications each
6. Update on Graduate & Research Studies
Dr. Olevsky provided the following updates:
 1. There was a Graduate Committee Meeting on 10/18/17. The Committee discussed the revision to Executive Order CSU EO 1071 (<https://www.calstate.edu/co/EO-1071-revised-1-20-17.pdf>) requiring that every graduate program should have all graduate students take a minimum of (6) compulsory courses.
 2. SDSU JDP Symposium is tentatively set for December 1st, at the Bioscience Center.
 3. Dr. Olevsky has prepared a report on faculty research awards, F&A costs and number of proposals submitted. The report will be presented to Executive Committee Members for review in a future meeting.
7. Update on 2017 Student Success Fees (SSF)
Theresa Garcia distributed a handout on the 2017 SSF proposals which are going through the review process. The final selections will be made in November. In 2017, a total of \$1.2M is available for the successful proposals. The breakdown of SSF CoE Proposals submitted by Department are as follows: i) AE – 24%; ii) CoE – 6%; iii) CCEE – 24%; iv) ECE – 4%; and v) ME – 42%.

8. CoE Data Champions Team

A new CoE Data Champion Team has been formed based on a request from the Analytic Studies & Institutional Research (ASIR) Office. The team includes: Theresa Garcia, Natasha Celise and Dr. Yusuf Ozturk. Theresa Garcia explained that ASIR has formed these Teams in each College to meet the University's goal in meeting the Graduation Initiative 2025 to reduce time-to-degree. Theresa distributed a worksheet on Identifying Student Success Challenges which listed CoE issues that we are experiencing and how it relates to the Graduation Initiative 2025. Theresa asked Chairs to review the list and to send her any changes.

9. 2017-18 CoE Important Dates to Remember

- **November 3, 2017 (Fri)** – 8:30am-1pm – **Fall 2017 Engineering Advisory Board Mtg** – ASU Templo Mayor Conference Room (Rm. 231)
- **December 5, 2017 (Tue)** – 11am-12pm – **CoE Faculty Mtg** - Bioscience Center
- **December 12, 2017** – 11:30am-1:00pm – **CoE Holiday Luncheon** – The Garden - Cuicacalli
- **February 13, 2018 (Tue)** – 11am-12pm – **CoE Faculty Mtg** - Bioscience Center
- **March 17, 2018 (Sat)** – 9am-2pm – **Explore SDSU**
- **April 24, 2018 (Tue)** – 11am-12pm – **CoE Faculty Mtg** - Bioscience Center
- **May 2, 2018 (Wed)** – 8:30am-1pm - **Spring 2018 Engineering Advisory Board Mtg** – ASU Templo Mayor Conference Room (Rm. 231)
- **May 2, 2018 (Wed)** – 1:30pm-3:30pm – **Spring 2018 Design Day** – ASU Montezuma Hall
- **May 2018** – 5:30pm-7:30pm – **Senior Banquet** - TBD
- **May 12, 2018 (Sat)** – 5:30pm-7:30pm – **Engineering Commencement** – Viejas Arena

10. 10/18/17 Academic Deans Council (ADC) - Cancelled

11. Roundtable

Theresa Garcia – Theresa spoke about having Public Safety come out to give a presentation on handling crisis and difficult situations in classrooms for Faculty and Staff.

Having gone through all of the items on the agenda, Dr. Supernak moved and Theresa Garcia seconded and the meeting was adjourned at 4:15pm.

Minutes submitted by Marcie Morihiro, October 30, 2017.