



## **EXECUTIVE COMMITTEE MEETING MINUTES**

Wednesday, March 7, 2018  
2:00pm-4:30pm, Dean's Conference Room

Attendees: Dean Mehrabadi, Drs. John Abraham, P. Lu, C. Mi, E. Olevsky, J. Supernak; Assistant Dean Garcia and Marcie Morihiro

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

1. **Approval of 2/21/18 Executive Committee Meeting Minutes**

The 2/21/18 minutes were unanimously approved by members present with minor changes to items: 10, 11 & 17 - Dr. Supernak roundtable comments.

2. **Introduction of Kate Carinder, New Senior Director of Development for Engineering**

Dean Mehrabadi introduced Kate Carinder the new Senior Director of Development for Engineering, and Kate spoke a bit about herself.

3. **\$2K Northrop Grumman (NG) Teaching Award**

The NG Teaching Award is for a tenure/tenure-track faculty member. The Executive Committee members agreed that Department Chairs will review their faculty based on their teaching portfolio and will nominate one faculty from their respective Department for the NG Award. Department Chairs are to submit name and half page summary to Marcie Morihiro, by end of day, Monday 4/2/18. The nominees will be discussed and voted on at the 4/4/18 Executive Committee Meeting.

4. **IS3D**

Dean Mehrabadi received the (3) upper division courses from the Chairs with (7) majors and (21) courses. The Dean and Theresa Garcia met with Paul Justice and simplest solution was for the Dean to pick (3) courses out of the (21) courses and choose a basic one from each of the Departments.

5. **Departmental Course Offerings**

Dr. Radmila Prislin spoke with the Dean about CoE offering redundant courses in more than one major.

6. **Update on 2018-19 TT Faculty Searches – Including BIE Candidates**

AE – Dr. Ping Lu – Candidate accepted and will join in August.

CCEE – Dr. Janusz Supernak – CEM Chair – Candidate declined offer, the Dean is going to look into advertising for a Director instead of an Endowed Chair; Water Resources – (4) candidates coming for interviews and will be finished by end of next week; Transportation – (4) candidates completed Zoom interviews; Blue Gold – Christine Dykstra accepted the offer and will join in Fall 2018.

ECE – Dr. Chris Mi – (2) names submitted one for Power and one for DSP and the Dean is in negotiations with the two candidates. Computer Engineering candidate interviews have been concluded and Committee meeting next week to discuss.

ME – Dr. John Abraham – Dean Mehrabadi provided an update that he is in negotiations with the ME candidates for all (3) positions.

7. **IDP Update**

Dr. Olevsky provided the following updates:

A) The combined IDP proposal will be split into (3) program proposals once the combined proposal is proofread and edited.

8. **Update on Graduate & Research Studies**

Dr. Olevsky provided the following updates:

A) First meeting of Graduate Committee held and considered target numbers that were similar to the previous year and don't anticipate any substantial change to the numbers.

- B) UGF (University Graduate Fellowship) applications due to Dr. Olevsky by 3/15/18. (3) applications received thus far.
- C) JDP Admission deadline passed but database was arranged and sent to the Departments and they can still pick up candidates.

9. **2018 Engineering Design Day**

Marcie Morihiro provided an update that Design Day is at (94) projects, the largest Design Day to date.

10. **Advisor List Confirmation**

Theresa Garcia received an e-mail from Donna Conaty, to confirm the CoE Department Faculty Advising Lists by close of business tomorrow (3/8/18) which will be utilized for the early registration launch. Theresa printed out the lists from the Department websites and handed out a hard copy to the Chairs and asked them to please update the advising lists and return to Theresa by 12:00pm, tomorrow, Thursday, 3/8/18.

11. **Data Champions Update**

Theresa Garcia updated that the Team is working on (3) phases to figure out why Engineering students are taking a long time to graduate: Phase 1 will focus on the profiles of Engineering students as they enter and how they are achieving graduation; Phase 2 will study the impaction criteria and the critical courses that affect students graduation time; and Phase 3 will consider student success in sequence courses. Theresa gave a hand out on the (3) phases: Phase (1) Landscaping Student Success in Engineering; Phase (2) Investigating Impaction Criteria (achieve major status), and Phase (3) Student Success in Sequenced Courses.

12. **Explore SDSU**

Theresa Garcia handed out the updated Explore schedule and there has been an increased number of tours and some of the labs/centers will be open throughout the day to alleviate the number of tour guides required.

13. **Senior Reception – Confirmed Date: Fri 5/11/18**

Theresa Garcia announced that it is official that Boeing is the sponsor and will be presenting a check to the Troops to Engineers Program at the Senior Reception. The Reception is confirmed for Friday, May 11, from 4pm-6pm in the EIS Day Quad. The orange cord for Outstanding Engineering Students from last year has now been turned into a sash embroidered with “Outstanding Engineering Student” and will be awarded at the Reception. The College of Engineering Student Council (CESC) has been tracking students’ self-reported information. Per the Executive Committee members request, Theresa Garcia will send self-reported GPAs to the Department Chairs to verify the GPA being reported.

14. **2017-18 CoE Important Dates to Remember:**

- **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 11, 2018 (Fri) – 4:00pm-6:00pm – Senior Reception– EIS Thomas B. Day Quad**
- **May 12, 2018 (Sat) – 5:30pm-7:30pm – Engineering Commencement – Viejas Arena**
- **August 22, 2018 (Wed) – TBD – CoE Faculty & Staff Retreat – Location TBD**
- **August 22, 2018 (Wed) – 5:30pm-7:30pm – Engineering Gathering – Location TBD**

15. **3/7/18 – Deans Research Council (DRC) & Academic Deans Council (ADC)**

Dean Mehrabadi provided the following updates:

**DRC**

- A) Lab renovation costs discussed
- B) Communication Director for Graduate & Research Affairs Office has been hired from University of Michigan
- C) Estimates were received for installing glass walls around the EIS graduate student space and the cost is less than was projected and University will be covering the cost
- D) Faculty were asking for a policy on shared governance at the Senate meeting. The Senate has asked for Tom McCarron – VP for Business & Financial Affairs & CFO, Dr. Steve Welter, Dr. Donna Conaty – Associate Dean of PSFA, and Marcie Bober-Michel to come up with guidelines for a shared governance policy.
- E) Zahn Spirit of Innovation Award is accepting nominations

**ADC**

- A) Presentation made by Dr. Mark Freeman, Professor, School of Theater television and film, who was given money by the Provost Office for a program called Helping Scholars at Risk:

<https://go.sdsu.edu/scholarsatrisk/> an international network of higher education institutions and associations dedicated to promoting academic freedom and defending the human rights of at-risk scholars.

- B) Digital Humanities Center renovated in the basement of the Library Annex.
- C) Budget priorities were discussed. Dean Mehrabadi received the Chairs priorities and the Dean will shorten the priorities to 1-3 phrases and list them in 1-3 priority.
- D) The (4) Engineering Centers & Institutes in CoE that were up for renewal have been approved for renewal.

16. Roundtable

Theresa Garcia – 1) Karen May-Newman was given an award at the E-week Banquet; 2) Summer registration starts this week and Fall registration will start 4/9/18

Having gone through all of the items on the agenda, Dr. Mi moved and Dr. Supernak seconded and the meeting was adjourned at 4:27pm.

Minutes submitted by Marcie Morihiro, April 2, 2018.