



## **EXECUTIVE COMMITTEE MEETING MINUTES**

Wednesday, September 25, 2019  
2:00pm-4:30pm, Dean's Conference Room, E-203E

Attendees: Dean Olevsky; Drs. J. Abraham, T. Garoma, P. Lu, C. Mi, Y. Ozturk, J. Supernak; Asst. Dean Garcia and Marcie Morihoro

Dean Olevsky called the meeting to order at 2:03pm

1. Approval of 9/11/2019 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 9/11/2019 Executive Committee Meeting minutes with minor change to Item #17 - Dr. Mi.

2. Update on 2020-2021 TT Faculty Searches

AE – Dr. Lu - Aerospace Engineering position – Ad has been posted in various venues and websites, as of today, (25) applications have been received and committee will start reviewing applications after December 1, 2019.

CCEE – Dr. Supernak – Structural Engineering position – Dr. Supernak will provide an update at next Executive Committee Meeting.

ECE – Dr. Mi - DSP position – Committee has been selected and paper work has been submitted to Office of Employee Relations & Compliance for approval.

ME – Dr. Abraham - Robotics & Control position – (30) applications received to date.

DEANS – Dean Olevsky:

Assoc. Dean for Undergraduate Studies - Committee is formed and Dr. Asfaw Beyene is serving as Chair.

Assoc. Dean for Graduate Studies & Research - Committee is close to being finalized, external committee member is Dr. Ed Balsdon, Associate Dean, Graduate & Research Affairs and waiting on final confirmation from Master's student. Dean Olevsky will be sending an e-mail College-wide with final committee member names and kick-off meeting will be held soon.

Dean Olevsky has to submit top 3 funding priorities due to the Provost by 9/30/19 and Dean Olevsky has identified the following as priorities: 1) (10-15) TA positions; 2) Web/Communications Coordinator position; 3) Faculty lines with startups and additional renovation funds (Dean Olevsky needs Department Chairs assistance with identifying lab/office spaces to place the 2020-21 new faculty). Dean Olevsky asked Committee Members to e-mail their suggestions to him by end of day, Friday, 9/27/19, otherwise Dean Olevsky will submit the above (3) items.

3. CoE Space Issues

Dean Olevsky provided an update that University administration will be reviewing the Engineering Main Building & EIS spaces to see if they are being used efficiently.

4. Discuss Opportunities to Serve Transfer-Eligible Students

Dean Olevsky sent a list of questions to Dean Radhika Seshan – SDSU World Campus and AVP Luke Wood to review prior to the meeting on Friday, October 4, 2019 to discuss the opportunities to serve transfer-eligible students.

5. Discuss CoE CES Workshop Presentation

Dean Olevsky has received (13) program proposals. Updated slides need to be submitted to Dean Olevsky, by 10:00am, Thursday, September 26, 2019.

6. Status of JDP

Interim Assoc. Dean Garoma provided the following updates: i) (46) students in JDP; ii) JDP will be going under review and self-study report will be submitted by beginning of December to UCSD; and iii) Interim Assoc. Dean Garoma encouraged Faculty and JDP students to attend the JDP Orientation on Friday, October 11, 2019, from 2:30pm-4:00pm, in the Bioscience Center – Gold Auditorium.

7. Research/Grant Update

Interim Assoc. Dean Garoma provided an update on information he received from a discussion he had with the Foundation regarding budgets of research grants.

8. HENAAC Conference

Interim Assoc. Dean Garoma thanked Chairs for preparing the flyers for the HENAAC Conference and shared the various collateral that will be placed in the Graduate Affairs folder that will be handed out.

9. Request for Proposals – SDSU Class Size Optimization

Interim Assoc. Dean Ozturk provided an update that CoE Departments are working on proposals and Interim Assoc. Dean Ozturk has been providing data as needed for the proposals. The CoE proposals will be reviewed by Interim Assoc. Dean Ozturk and Asst. Dean Garcia with ranking suggestions to be submitted to Dean Olevsky for his final ranking and he will then submit via the Qualtrics link provided by the Office of the Provost. Total amount available is \$1M.

10. 120-Unit Reduction

Interim Assoc. Dean Ozturk has been talking to University Senators and one suggestion was made for CoE to create a presentation to present to the University Senate Executive Committee. Interim Assoc. Dean Ozturk is going to make a presentation and make an appointment to present at one of the Senate Executive Committee meetings on the three possible ways that Engineering may reduce its units, based on the CSU Fullerton model.

11. ABET Preparation

Department Chairs provided updates on ABET preparation for their Departments:

AE – Dr. Lu – AE changed student outcomes in line with new ABET outcomes, collecting all course materials starting this semester and collecting data for loop closure.

CCEE – Dr. Supernak – Started preparation for this cycle 3-semesters ago and have new formulations in place for all courses. Indirect assessment has been continuous since last ABET visit.

ECE – Dr. Mi – Working on course templates for loop closure and mapping student outcomes in line with the new ABET outcomes.

ME – Dr. Abraham – Changed program educational objectives and mission statement last year with review and approval from all constituencies. Templates have been created for all courses and distributed to faculty for review.

12. UG Curriculum Issues

Interim Assoc. Dean Ozturk and Committee members discussed the process of approving Special Topic Proposals and Interim Assoc. Dean Ozturk updated the Committee that the undergraduate curriculum is going to be moving from CurricuNet and into a new system.

13. GI 2025 Report to Provost

Asst. Dean Garcia provided an update that CoE CSST met with AVP Norah Shultz and she seems to be happy with our goals. CoE CSST is focusing on resolving our impaction issues and is on track to give Dean Olevsky a draft of their report in early October.

14. Update on Diversity Plan Process & Timeline

Asst. Dean Garcia provided an update that Departments have been given an extension to 2021 for their Diversity Plan Process.

15. Final Updated CoE Information Brochure

Marcie Morihiro provided a copy of the final printed CoE Information Brochure.

16. 2019-20 CoE Important Dates to Remember:

- **Oct 8, 2019 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Gold Auditorium
- **Oct 23, 2019 (Wed)** – 8:00am-4:30pm – **Provost Visit to CoE** – Location: Bioscience Center – Gold Auditorium
- **Nov 15, 2019 (Fri)** – 8:30am-1:00pm – **Engineering Dean's Advisory Board Mtg** – Templo Mayor Conf. Rm., Aztec Student Union
- **Dec 3, 2019 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Gold Auditorium
- **Dec 10, 2019 (Tue)** – 11:30am-1:00pm – **CoE Holiday Luncheon** – Cuicacalli Suites, The Garden
- **May 6, 2020 (Wed)** – 8:30am-1:00pm - **Engineering Dean's Advisory Board Mtg** – Templo Mayor Conf. Rm., Aztec Student Union
- **May 6, 2020 (Wed)** – 1:30pm-4:00pm – **2020 Engineering Design Day** – Montezuma Hall, Aztec Student Union

17. Updates on University Administration Meetings

All meetings were cancelled due to Strategic Planning Sessions.

18. Roundtable

Dean Olevsky – Dean Olevsky going to CSU Engineering Dean's meeting at CSU Long Beach and will be giving a presentation on the Engineering Independent PhD programs and to solicit support for the IDP programs.

Dr. Lu – On Wed 10/2/19 there is a President's Lecture Series featuring Dr. Ellen Ochoa, first Hispanic Female Astronaut and former Director of NASA's Johnson Space Center. A number of AE Faculty and AE Alumni will be attending the private reception.

Dr. Supernak – Late in October a visitor from Erasmus + will be visiting the CoE.

Marcie Morihiro – Reminded Executive Committee members to make edits to the CoE Constitution & Bylaws by end of day, Friday, October 11, 2019.

Having gone through all of the items on the agenda, Dr. Mi moved and Dr. Abraham seconded and the meeting was adjourned at 4:03pm.

Minutes submitted by Marcie Morihiro, October 11, 2019.