



EXECUTIVE COMMITTEE MEETING AGENDA

Wednesday, October 16, 2019
2:00pm-4:30pm, Dean's Conference Room, E-203E

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

Absent: C. Mi

Dean Olevsky called the meeting to order at 2:04pm.

1. URAD Engineering Update

Kate Carinder, Sr. Director of Development for Engineering, provided the following updates:

i) Dr. Andy Szeto established an endowment for the CoE; ii) Giving links – please use giving links on everything that goes out from College/Departments and encourage faculty to do the same; iii) IAB Meetings – please let Kate know dates of IAB Meetings so she can attend, as well, Kate suggested adding lab tours, inviting scholarship recipients to speak, visits to T2E, MESA, student orgs or Capstone classes; iv) MESA/CEM are successful models of engaging alumni; v) Department Open Houses – feature labs, student orgs, industry partners; vi) Communication – use social media; vii) Newsletters – Departments should complete at least one per semester and have a Development section; and viii) Please let Kate know if there are any mid-size companies that the Departments/faculty would like to meet with.

2. Approval of 9/25/2019 Exec. Comm. Mtg. Minutes

The Executive Committee Members present unanimously approved the 9/25/2019 Executive Committee Meeting minutes with minor edits to items #6 & #11.

3. Update on 2020-2021 TT Faculty Searches

AE – Dr. Lu - Aerospace Engineering position – All ads have been posted and (41) applications have been received.

CCEE – Dr. Supernak – Structural Engineering position – Committee met and paperwork has been submitted to AVP Radmila Prislin/OERC to change name of CCEE position to Structural Engineering.

ECE – Interim Assoc. Dean Ozturk - DSP position – (7) applications received.

ME – Dr. Abraham - Robotics & Control position – Over (40) applications received to date.

DEANS – Dean Olevsky:

Assoc. Dean for Undergraduate Studies – Position paperwork was approved by OERC and Committee working on posting the job ads.

Assoc. Dean for Graduate Studies & Research – Committee members are finalized, the CoE Master's student representative is Cheyenne Graves. Dean Olevsky sent a College-wide e-mail on October 1, 2019, with the list of final committee members. The Committee Kick-Off meeting will be held towards the end of October.

4. Updates on University Administration Meetings

Dean Olevsky provided the following updates:

- 1) Academic Affairs asked Colleges to provide their capacity to accept transfer students.
- 2) Meeting on Tuesday, 10/29/19, to discuss enrollment growth.

- 3) Environmental Health and Safety Committee being formed by University and each College needs to have a representative. Interim Assoc. Dean Garoma will serve on the Committee.
- 4) GI 2025 Plan for the CoE is being worked on by the CoE CSST team and the Dean. The CSST team members are being encouraged by Provost to attend the Dean's presentations for the President on Monday, 10/21/2019.
- 5) 3-funding priorities from Colleges due by November 1, 2019. Dean Olevsky has refined the funding priorities and asked that Committee members send him any revisions: 1) faculty lines, start-ups and space; 2) TA positions; and 3) Web/Communications Coordinator.

5. Graduate Studies - Enrollment Update

Interim Assoc. Dean Garoma provided a handout on the Fall 2019 JDP and M.S. Enrollments by Departments, along with a list of Major/SIMS code that ASIR utilizes for M.S./JDP programs.

6. Research Update

Interim Assoc. Dean Garoma provided a handout with an analysis of Total Dollars Awarded vs. Total Start-ups, as well as a break down by Department.

7. HENAAC Conference Update

Interim Assoc. Dean Garoma attended the HENAAC Conference.

8. 2020 U.S. News: Best Graduate Engineering

Interim Assoc. Dean Garoma provided an update regarding the 2020 U.S. News: Best Graduate Engineering Survey and Interim Assoc. Dean Garoma is working on completing employer contacts and will utilize the information listed on the College of Engineering Dean's Advisory Board page.

9. ABET Preparation

Interim Assoc. Dean Ozturk and Committee members discussed the following regarding ABET Preparation: i) Interim Assoc. Dean Ozturk asked the Department Chairs to upload their Department surveys they are using to the ABET shared folder; and ii) Dean Olevsky asked the Chairs to update their ABET excel spreadsheets and e-mail to him by tomorrow, Thursday, October 17, 2019 for Dean Olevsky to submit to the Provost.

10. 120-Unit Reduction

Interim Assoc. Dean Ozturk is working with the ECE Department on their 120-unit reduction plan. Dr. Mi is meeting with the Electrical and Computer Engineering Curriculum Committee to discuss a plan for the 120-unit reduction. Interim Assoc. Dean Ozturk looked at all CSU Engineering GE units and most campuses have reduced their units in various ways.

11. UG Curriculum Issues – Integration of GE Curriculum

Interim Assoc. Dean Ozturk provided an update on the Integration of GE Curriculum and reported that our students are taking these courses randomly based on their schedule availability. Interim Assoc. Dean Ozturk has met with Psychology and Philosophy to come up with GE courses that will help Engineering students in their jobs after graduation.

12. GI 2025 Barriers & Resources Needed

Interim Assoc. Dean Ozturk has been having discussions with Department Chairs and faculty about increasing the Engineering graduation rates but resources are needed. The College has been submitting various proposals for GI 2025 funding.

13. Multiple Section Courses

Interim Assoc. Dean Ozturk is meeting with Chairs and faculty to find possible ways to organize multiple section courses with a group final at the end to alleviate the issue of varying DFW rates from section to section.

14. Part-time Instructors

Interim Assoc. Dean Ozturk suggested that part-time instructors have training on Students Rights & Responsibilities, i.e., proctoring exams and handling students who are cheating on exams. Asst. Dean Garcia suggested that T/TT faculty also be invited to this type of training.

15. SSF Update

Asst. Dean Garcia updated the Committee that Engineering submitted (25) SSF proposals for a total of \$523K.

16. Impaction Handout

Asst. Dean Garcia provided an Impaction Criteria flyer that will be handed out to students and faculty that clearly and easily defines the criteria students need to meet to move from pre-major to major.

17. 2019-20 CoE Important Dates to Remember:

- **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

18. Roundtable

Dr. Lu – AE submitted proposal for class size reduction funding and (2) proposals for converting classroom course to online course. AE will likely be offering (5) courses for Summer 2020: AE200, AE280, AE310, AE340 & AE341.

Dr. Supernak – Dr. Hassan Takavol Davani received another commendation for helping students obtain course materials for free.

Asst. Dean Garcia – CoE has \$83K of scholarship funds not awarded. Asst. Dean Garcia has e-mailed Dr. Seshagiri, Chair of CoE Scholarship Committee, to review the applications for scholarships to be awarded.

Having gone through all of the items on the agenda, Asst. Dean Garcia moved and Dr. Abraham seconded and the meeting was adjourned at 4:00pm.

Minutes submitted by Marcie Morihiro, November 1, 2019.