



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, December 4, 2019
1:00pm-3:15pm, Dean's Conference Room, E-203E

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

Dean Olevsky called the meeting to order at 1:03pm.

1. Approval of 11/6/2019 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 11/6/2019 Executive Committee Meeting minutes.

2. Update on 2020-2021 TT Faculty Searches

AE – Dr. Lu - Aerospace Engineering position – As of 12/1/19, (126) applications received and Committee is starting to review the applications and will try to finish Skype interviews before the end of Fall 2019 semester.

CCEE – Dr. Supernak – Structural Engineering position – Applications are being received.

ECE – Interim Assoc. Dean Ozturk - DSP position – (40) applications received.

ME – Dr. Abraham - Robotics & Control position – Scheduling on campus interviews for end of January and beginning of February.

DEANS – Dean Olevsky:

Assoc. Dean for Undergraduate Studies – (19-20) applications have been received.

Assoc. Dean for Graduate Studies & Research – Faculty Advancement to post the advertisement to Interfolio, as well, position to be sent to all University Faculty e-mail list serve.

For six new faculty positions – Dean Olevsky submitted position descriptions to AVP Prislin and currently waiting on VPAA#’s.

3. Updates on University Administration Meetings

Dean Olevsky provided the following updates:

1) Discussion of funding for TA positions in Colleges.

2) VP Steve Welter gave a presentation on the plan for support of: 1) Master’s Students; and 2) Assigned Time requests for mid-year career faculty.

3) CoE is slated to receive \$310K, with final approval from the President, which is the largest funding of all Colleges, for Graduation Initiative 2025. The Dean thanked Interim Assoc. Dean Ozturk, Asst. Dean Garcia and Natasha Celise for their work on the proposal.

4) Dean Olevsky asked Interim Assoc. Dean Ozturk and Department Chairs to make sure Curriculum maps are posted to all Department websites by December 20, 2019 to be in compliance with WASC regulations.

5) Dean Olevsky is organizing a meeting with Interim Dean of Library, Patrick McCarthy, to view a classroom in the Library for an Engineering computer lab.

4. ABET Preparation

Interim Assoc. Dean Ozturk asked Department Chairs to provide updates on their ABET preparation:

AE – Dr. Lu – AE is completing their regular class assessment that typically would happen every semester. Collecting course materials, homework, and syllabi for each course. AE student outcomes were revised a year ago for new ABET criteria.

CCEE – Dr. Supernak – CCEE started 2 years ago and all 3 programs have new student outcomes, program educational objectives and the Department mission was updated with approval from CCEE constituents on all listed items.

ECE – Dr. Mi - ABET Coordinator from UCSD coming to ECE Department on 12/13/2019 to give a presentation on ABET. ECE working on Department outcomes to match ABET requirements. Per Interim Assoc. Dean Ozturk, Dr. Mi has asked ECE faculty to complete surveys and having an ABET Retreat in beginning of January 2020.

ME – Dr. John Abraham - Collecting materials and have syllabi for all courses formatted as asked by WASC and will edit the syllabi to be in compliance with ABET format requirements.

Interim Assoc. Dean Ozturk reminded Chairs that they need to be collecting data on closed loop assessment. Interim Assoc. Dean Ozturk will send a sample of how to collect this assessment information.

5. 120-Unit Reduction

Interim Assoc. Dean Ozturk circulated a presentation and report to all Department Chairs, Senate members and some of the CoE faculty members regarding CoE 120-unit reduction and has incorporated feedback received into the proposal. Interim Assoc. Dean Ozturk is having a short form presentation meeting tomorrow at 11am with CAL Dean and others.

6. UG Curriculum Issues

Interim Assoc. Dean Ozturk has submitted to College Curriculum Committee a proposal for the development of a new ENGR1XX Intro to Engineering for use as double counting units for GE credit for life long learning.

7. Assessment Committee for Online Courses & Programs

Interim Assoc. Dean Ozturk thinks that it's important for an Ad-Hoc Assessment Committee to be formed to create a policy document for assessment of online courses. Executive Committee members unanimously agreed that this is an important Ad-Hoc Committee to be formed. At the next respective Department Meetings, Department Chairs are to choose one faculty to serve on this Ad-Hoc Assessment Committee and forward faculty name to Interim Assoc. Dean Ozturk.

8. College Curriculum Committee – Serving on UCC & Gen Ed Committee

Interim Assoc. Dean Ozturk attended General Education Committee, and Asst. VP Stephen Schellenberg asked for feedback on having the Chairs of the College Curriculum Committees to attend the University Curriculum Committee and General Education Committee and would give release time to the faculty representative. The Executive Committee members unanimously agreed that they do not support this proposed structure.

9. Research/Grant Update

Interim Assoc. Dean Garoma provided handout on Research Awards to Engineering PIs (proposals and total dollars awarded), closing on \$8M for research for end of Fall 2019.

10. JDP Update

Interim Assoc. Dean Garoma provided an updated that the JDP self-study report was submitted today and review taking place in January 2020. Dean Olevsky commended Interim Assoc. Dean Garoma on the JDP self-study report.

11. JDP Research Symposium

Interim Assoc. Dean Garoma announced that the JDP Research Symposium is taking place Monday, 12/9, from 2pm-4pm, in the Parma Payne Goodall Alumni Center.

12. 2020 SRS

Interim Assoc. Dean Garoma updated that the abstract submissions for SRS is already open and asked Chairs to encourage faculty to submit abstracts through January 20th, 2020.

13. Graduate and Research Affairs' Pilot Program

Dean Olevsky e-mailed information to the CoE Faculty list serve regarding the Graduate and Research Affairs' Pilot Program. The deadline for proposals is February 7, 2020. Interim Assoc. Dean Garoma asked Department Chairs to identify one faculty that is not applying to review the CoE proposals that are received.

14. DEI Committee Update

Asst. Dean Garcia handed out the approved and final version of the CoE's Diversity Statement which included feedback from CoE faculty, staff and students. The final version has been shared with AVP Luke Wood and the Inclusion Council. Dean Olevsky made a motion for Executive Committee Members to approve the statement and the Executive Committee Members unanimously approved the statement with a minor grammatical change related to the placement of commas.

15. Major GPA Deficiency Strategies

As of October, Asst. Dean Garcia reported that the CoE has 15-20 students that applied for Fall 2019 graduation and will not be able to graduate due to deficiency in their major GPA. Asst. Dean Garcia is working closely with some students and some student are not in touch. Asst. Dean Garcia asked Executive Committee Members what other ways students can improve their GPA, i.e., extra courses through World Campus, retroactive withdrawal, etc.

16. Student Success Fee (SSF) Update

Asst. Dean Garcia announced that SSF have been awarded and students notified: AE \$70,579; CCEE \$37,655; ECE \$40,223; ME \$211,343; and College \$3,023, for a grand total of: \$362,823.

17. 2019-20 CoE Important Dates to Remember:

- **Dec 9, 2019 (Mon)** – 2:00pm-4:00pm – **JDP Research Symposium** – Parma Payne Goodall Alumni Center
- **Dec 10, 2019 (Tue)** – 11:30am-1:00pm – **CoE Holiday Luncheon** – Cuicacalli Suites, The Garden
- **February 11, 2020 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Gold Auditorium
- **April 21, 2020 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Gold Auditorium
- **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. Big Ideas Initiative Presentation

Dr. Karen May-Newman, Chair – Big Ideas Initiative, gave a presentation on the SDSU Big Ideas Initiative which will enhance SDSU's ability to attract transformative public & private funding for research. The presentation included: Big Ideas Initiative purpose, Process & Timeline, Campus Events & Communication, Committee Structure and next steps. More information can be found at:

<https://president.sdsu.edu/moving-forward/big-ideas>

19. Roundtable

Dean Olevsky – AE, CCEE & ME Chairs need to make sure items are cleared out for 12/18 renovation of spaces and complete a walk through with Andrea Rivas. Department are responsible for taking care of any TNS requests.

Interim Assoc. Dean Ozturk – Would like the Senate February Vote date to be added to Important Dates. Interim Assoc. Dean Ozturk to send final date and time to Marcie Morihiro.

Having gone through all of the items on the agenda, Dr. Supernak moved and Interim Assoc. Dean Ozturk seconded and the meeting was adjourned at 3:18pm.

Minutes submitted by Marcie Morihiro, December 20, 2019.