



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, January 8, 2020
2:00pm-4:30pm, Dean's Conference Room, E-203E

Attendees: Dean Olevsky; Drs. J. Abraham, T. Garoma, C. Mi, Y. Ozturk, J. Supernak; Marcie Morihiro
Absent: Dr. Lu (conference); Asst. Dean Garcia (student orientation)

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

1. Approval of 12/4/2019 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 12/4/2019 Executive Committee Meeting minutes.

2. Update on 2020-2021 TT Faculty Searches

AE – Dr. Lu - Aerospace Engineering position – No updates provided, Dr. Lu at a conference.

CCEE – Dr. Supernak – Structural Engineering position – (80) applications received.

All committees for (3) new positions (Sustainable Infrastructure; Water Engineering; and Coastal Engineering) are formed and will be working together as some of the areas overlap. Deadline is 2/1/2020 for reviewing the applications of the (3) new positions.

ECE – Dr. Mi - DSP position – (83) applications received and January 31, 2020 is deadline.

ME – Dr. Abraham - Robotics & Control position – (4) candidates invited to campus between 1/28-2/6/2020. After January 20th, 2020, screening will begin for the following (3) new positions:

Advanced Processing of Powder Materials - (22) applications received

Renewable Energy Conversion & Storage - (45) applications received

Computational Mechanics - (40) applications

DEANS – Dean Olevsky:

Assoc. Dean for Undergraduate Studies – (33) applications have been received and committee will start screening applications this week.

Assoc. Dean for Graduate Studies & Research – Search is in progress.

3. Updates on University Administration Meetings

Dean Olevsky provided the following updates:

1) Provost discussed progress of 2020-21 T/TT faculty searches of each College.

2) AVP Welter plans to send resolution to Senate for IDP Programs prior to his retirement.

3) Professor of Practice – Dean Steven Hooker, College of Health & Human Services, composed an initial document regarding Professor of Practice positions, which would be full-time non-tenured positions. The Provost would like to have a list of the areas that the Professors of Practice would be hired for in each College and any licenses that would be required for teaching. Dean Olevsky asked each Chair to send their list to Dean Olevsky, by end of day, Tuesday, 1/14/2020 that includes the major/program that Professor of Practice positions can be hired and whether the positions would need a license to teach.

4) Discussed financing of SDSU Mission Valley and that funding from World Campus will be very important.

5) Windows 7 Compliance – All computers need to be upgraded from Windows 7 by January 14, 2020. Department Chairs should inform William Nguyen, if there are any computers in their Departments that are still running Windows 7.

6) Compliance issue with WASC – Degree Learning Outcomes and curriculum maps for graduate and doctoral programs need to be added to Department websites by end of January 2020.

4. College RTP Criteria

Dean Olevsky initiated a discussion on a possible incorporation of major components of Departmental RTP Criteria in the College RTP Criteria to be included in the College Bylaws.

5. Engineering Display Cabinets

Dean Olevsky initiated a work order with Facilities Services on installing display cabinets in the Engineering Building. Dean Olevsky provided a handout to the Executive Committee members which maps out the location of the display cabinets and bulletin boards on each floor of the Engineering Building. Dean Olevsky would like suggestions from the Chairs on what can be displayed in the cabinets and if they approve the layout shown on the handouts by end of January 2020.

6. Safety in Engineering Research Labs

Dean Olevsky and Executive Committee Members discussed the safety issue in one of the student project areas in EIS that was brought up by visiting Alumni and the problem was addressed by Dr. Abraham.

7. Research Update

Interim Assoc. Dean Garoma provided a handout on the total research dollars for CY 2019 and total will be \$8.4M for the year.

8. JDP Update

Interim Assoc. Dean Garoma reminded the Committee that the JDP Review will be happening on January 29, 2020 for a one-day visit, with meetings split between UCSD and SDSU campuses.

9. Graduate and Research Affairs' Pilot Program

The Department Chairs and Interim Assoc. Dean Garoma agreed that Chairs will provide the name of one faculty member to serve on the CoE Graduate & Research Affairs' Pilot Program Committee, after applications have been received and if the formation of the Committee is necessary.

10. ABET Preparation

Department Chairs provided the following updates on their Departmental ABET preparations:

CCEE – Dr. Supernak - This semester CCEE needs to establish evidence of continuous improvement in student outcomes and prepare syllabi to satisfy WASC and ABET requirements. Indirect assessment has been happening continuously each semester since ABET's last visit.

ECE – Dr. Mi - Invited UCSD ABET Coordinator to present at the 12/13/2019 ECE Faculty Meeting that covered how UCSD completed their ABET. On January 22, 2020, ECE Spring Retreat will be dedicated to ABET requirements and tasks.

ME – Dr. Abraham - Collected all materials for the courses and Dr. Abraham is reviewing the direct and indirect assessment and will review with faculty at the ME Spring Retreat.

11. 120-Unit Reduction

Interim Assoc. Dean Ozturk is meeting with Mark Wheeler on Friday, 1/10/2020, to go over presentation that Interim Assoc. Dean Ozturk is giving on January 23, 2020 at the Senate Town Hall Meeting. The Senate vote will take place on February 4, 2020, Interim Assoc. Dean Ozturk will be e-mailing final details of the vote to the CoE Faculty.

12. UG Curriculum Issues

Interim Assoc. Dean Ozturk serves on the Enrollment Management Committee led by AVP Prislin and meeting was held on 1/8/2020. Interim Assoc. Dean Ozturk looked at capacity report and there seems to be a high number of waiting students on Engineering courses and Interim Assoc. Dean Ozturk asked Department Chairs if they can add extra sections or increase seating for those sections with large amount of students waiting. Interim Assoc. Dean Ozturk discussed the various plans that will be rolled out with the funding received from the Engineering Student Success Plan for the Graduation Initiative 2025.

13. 2019-20 CoE Important Dates to Remember:

- **February 11, 2020 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Gold Auditorium
- **February 21, 2020 (Fri)** – 5:30pm-9:00pm – **Engineers Week Awards Banquet** – Crowne Plaza Hotel Circle
- **March 21, 2020 (Sat)** – 9:00am-2:00pm – **Explore SDSU Open House** – CoE & EIS

- **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

14. Roundtable

Dean Olevsky –Reminded Chairs about Faculty Activities Reporting, portal is now open.

Having gone through all of the items on the agenda, Dr. Abraham moved and Dr. Ozturk seconded and the meeting was adjourned at 3:58pm.

Minutes submitted by Marcie Morihiro, January 15, 2020.