



## **EXECUTIVE COMMITTEE MEETING MINUTES**

Wednesday, April 1, 2020  
2:00pm-4:30pm, Meeting held via Zoom

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

Dean Olevsky called the meeting to order at 2:11pm.

### **1. Updates on COVID-19/University Administration Meetings**

Dean Olevsky provided the following updates:

- 1) Meeting with Provost and VP Welter related to essential personnel – there was a call for the following essential personnel lists from each College: 1) HR list – Administrative Staff who are essential in maintaining the operational capabilities of the CoE; and 2) List of research essential personnel to access research labs – Interim Assoc. Dean Garoma provided research personnel list which was submitted to VP Welter, including faculty and students, post docs and staff members of labs. The Provost, VP Welter and Dean Olevsky discussed who should remain on the list which was then forwarded to the President. The President is sending an e-mail later today in regards to some buildings on campus being closed and access being removed for Faculty/Staff unless they are on the essential list, effective Wednesday, April 8, 2020.
- 2) Dean Olevsky had a meeting with the President on items related to the CoE, including the CoE faculty and staff searches. Per a directive from the Chancellor's Office, all faculty and staff positions are temporarily stopped until further notice.
- 3) AVP Prislin asked that the Deans check with their Department Chairs to see if their faculty have any masks or other PPE donations, if so, please e-mail Dean Olevsky so he can inform AVP Prislin.
- 4) Any course schedule changes need to be reviewed and approved by Department Chairs.

### **2. Approval of 3/4/2020 & 3/18/2020 Exec. Comm. Mtg. Minutes**

Executive Committee Members unanimously approved the 3/4/2020 & 3/18/2020 Executive Committee Meeting Minutes.

### **3. Update on 2020-2021 TT Faculty Searches**

AE – Dr. Lu - Aerospace Engineering position – First female faculty member hired in AE, Dr. Margherita Capriotti.

CCEE – Dr. Supernak – Structural Engineering position – Interviews are complete.

For (3) new positions:

Coastal Engineering – On hold per Chancellor's Office directive

Sustainable Infrastructure – On hold per Chancellor's Office directive

Water Engineering – On hold per Chancellor's Office directive

ECE – Dr. Mi - DSP position – On hold per Chancellor's Office directive.

ME – Dr. Abraham - Robotics & Control position – Dr. Zahra Nili Ahmadabadi, female candidate, has accepted the position.

For (3) new ME positions:

Advanced Processing of Powder Materials – Dr. Elisa Torresani, female candidate, has accepted the position.

Computational Mechanics – On hold per Chancellor's Office directive.

Renewable Energy Conversion & Storage – On hold per Chancellor's Office directive

DEANS – Dean Olevsky:

Assoc. Dean for Undergraduate Studies – On hold per Chancellor's Office directive.

Assoc. Dean for Graduate Studies & Research – On hold per Chancellor's Office directive.

4. Research/Grant Updates

Interim Assoc. Dean Garoma presented slides with Total Dollars Awarded, # of Proposals Awarded and # of Proposals Submitted for 7/1/2019-3/31/2020 and the percentage of change from 7/1/2018-3/31/2019.

5. JDP Updates

Interim Assoc. Dean Garoma provided the following updates:

i) Interim Assoc. Dean Garoma presented a slide with a total of 90 JDP applications with number of recommended/not recommended; ii) Recruitment plan for Spring 2020 is approximately 20-30 students; and iii) University Grant Fellowship – 11 JDP students nominated by faculty and nominations have been submitted to the Graduate & Research Affairs Office. Award notifications are expected in May 2020.

6. Master's Programs Updates

Interim Assoc. Dean Garoma provided the following updates:

i) Interim Assoc. Dean Garoma presented slides with number of Master's (New CA resident, non-resident and international) complete and incomplete applications, along with numbers of intents to enroll as of 3/27/2020; ii) Temporary admissions policy for applicants missing transcripts only; applicants missing GRE or GMAT scores only; and applicants missing TOEL scores only, has been sent out to faculty at large, Interim Assoc. Dean Garoma asked Department Chairs to please send to their faculty again.

7. ABET Preparation

Interim Assoc. Dean Ozturk provided the following updates:

1) Last week ABET published a notice on their website that we don't have to report any temporary changes due to COVID-19. And yesterday ABET posted a new notice that if additional time for filing reports is needed, ABET will work with institutions to allow more time.

2) Interim Assoc. Dean Ozturk noted that the CoE needs to revisit setting up a College Online Course Committee to work on best practices for online courses, especially important, what to do with online exams and academic dishonesty issues.

8. April 7 - Senate Meeting - 120-Unit Reduction

Interim Assoc. Dean Ozturk provided the following updates: i) At the Senate Executive Committee Meeting there was a preemptive attempt to stop the CoE proposals; ii) Interim Assoc. Dean Ozturk shared a slide on the CSU Engineering Programs General Education Variances; iii) For the 4/7 Senate Meeting, Interim Assoc. Dean Ozturk stressed that we need to get Area D & E passed and we need CoE faculty at the Zoom meeting to support our proposals. Interim Assoc. Dean Ozturk will be sending an e-mail to the CoE faculty; iv) Dean Olevsky has had discussions with Interim Dean McClish and President de la Torre following the Senate Executive Committee Meeting; and v) Dean Olevsky and Interim Assoc. Dean Ozturk are going to meet with AVP Norah Schultz on Thursday, 4/2/2020.

9. UG Curriculum Issues

Interim Assoc. Dean Ozturk provided the following updates:

1) Discussed admissions of Engineering students, as there will be no SAT tests March through May, and for the 2021-2022 admission cycles there are discussions on having an SAT exception for those students that were unable to take the SAT test prior to COVID-19. Interim Assoc. Dean Ozturk said that the Colleges need to look at other ways to assess students, one suggestion being discussed are AP credits in Sciences and Mathematics (Asst. Dean Garcia made a point that we need to be careful with AP criteria as some geographic areas may not have access to these types of courses).

2) A meeting with the Admissions Office and the CoE needs to be set up to discuss the CoE admissions and how we will assess the area A-G courses, either by grades received or other method.

10. GI 2025 Update

Asst. Dean Garcia provided the following updates:

1) Shared document on Summary of Assistant Dean Council's Recommendations with the existing text in SDSU General Catalog and the temporary changes that Assistant Deans would like to make due to COVID-19, in relation to the following items: Current-term late schedule adjustments, retroactive withdrawals, clarifying current C/NC policy, academic probation and disqualification and asking University to consider a blanket statement that states something to the effect that: "Note: Academic work during this time may have been impacted by COVID-19" on all transcripts under Spring 2020 and all subsequent semesters until SDSU returns to normal operations. Asst. Dean Garcia will share the document

with Department Chairs for their feedback on the temporary changes, which will then be reviewed by the Deans and then sent to the 4/7 Senate Meeting for approval.

2) At this point in time, the Bridge Programs for Summer 2020 should still be able to continue with the CoE GI 2025 funds received in Fall 2019.

11. SDSU CoE Virtual Explore 2020 Summary

Asst. Dean Garcia provided numbers on the 3/21/20 CoE Virtual Explore SDSU: a total of 400 engineering students registered; 14% non-CA residents and 20% of these were international students; 297 students were admitted. 20% were AE, 28% CCEE, 23% ECE, and 29% ME; and ii) Dean Olevsky shared the success of the CoE Virtual Explore SDSU with President de la Torre.

12. Engineering Valedictorian

Asst. Dean Garcia clarified that the policy on the Engineering Valedictorian is as follows:

The Department 'Salutatorian' (as we now have agreed to name what used to be known as outstanding graduate) is identified as the graduating student with the best cumulative GPA in each Department. There will be four 'Salutatorians' (one for each Department). From these four, only the one with the highest cumulative GPA will then become the College's Valedictorian. In the event of a tie, the major GPA will then be considered.

13. Virtual Design Day

Marcie Morihiro shared Google document of outline for the logistics and responsibilities for all involved in preparing for the Virtual Design Day event. Executive Committee members and William Nguyen reviewed and approved the document. Marcie will be e-mailing the document to Design Day instructors, Department Coordinators, William Nguyen and Executive Committee members.

14. Spring 2020 & Fall 2020 CoE Important Dates to Remember:

- **April 7, 2020 (Tue)** – 2:00pm-4:30pm – **Senate Meeting** – Interim Assoc. Dean Ozturk will send Zoom link
- **April 21, 2020 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Zoom Meeting
- **April 23, 2020 (Thu)** – 1:30pm-2:30pm – **CoE Staff Mtg** – Zoom Meeting
- **May 6, 2020 (Wed)** – 9:30am-11:00am - **Engineering Dean's Advisory Board Mtg** – Zoom Meeting
- **May 6, 2020 (Wed)** – 11:00am-12:30pm – **2020 Virtual Engineering Design Day** – Zoom Event

Fall 2020

- **August 19, 2020 (Wed)** – 6:30pm-8:30pm – **Engineering Gathering** – Tom Ham's Lighthouse
- **August 20, 2020 (Thu)** – 1:00pm-4:30pm – **CoE Fall 2020 Retreat** – Templo Mayor Conf. Room
- **December 2020 – Engineering Banquet** – Details to be confirmed at a later date
- **December 2020 – Engineering Commencement** – Details to be confirmed at a later date

15. Roundtable

Interim Assoc. Dean Ozturk – Summer programs for 1<sup>st</sup> session will be online only. Enrollment for Engineering summer session courses is lower than last year and increasing slowly.

Asst. Dean Garcia – Student clubs Mechatronics, Aztec Racing, and ASCE had PPE masks and gloves in their workshops and donated them to local hospitals.

Having gone through all of the items on the agenda, Dr. Supernak moved and Dr. Mi seconded and the meeting was adjourned at 4:48pm.

Minutes submitted by Marcie Morihiro, April 11, 2020.