



EXECUTIVE COMMITTEE MEETING

Minutes

Wednesday, April 15, 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 Morihoro

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

1. URAD Engineering Update

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

i) saying thank you to donors and connecting to some new donors we haven't been in touch with before; ii) setting goals for next year; we are on track to meet our goals for this year; iii) reaching out to our past distinguished alumni to share a video greeting to our graduating seniors; iv) working on "Where Are They Now?" stories, please reach out to Kate if Faculty/Staff have any noteworthy alumni Kate can write about; and v) SDSU Rocket Project was given Siemens simulation software licenses valued at \$1.5M.

2. Updates on COVID-19/University Administration Meetings

Dean Olevsky provided the following updates:

1) The budget, enrollment, and modes of instruction, are being discussed in various University Administration meetings: i) budget is dependent on enrollment; ii) it is important to maintain enrollment at decent levels and main concern is enrollment of out-of-state and foreign students, as 44% of SDSU revenue comes from these two sources. The CoE is participating in Virtual Explore SDSU 2.0, on Saturday, April 18, with the same format as we held on the first 3/21/20 CoE Virtual Explore SDSU. Dean Olevsky would like Executive Committee members participating to emphasize that we have the best quality of education at a reasonable cost to attract more students. The Associate/Assistant Deans should personally contact each individual out-of-state student to encourage them to come to SDSU either by phone or e-mail.

2) Continuation of Online Learning Mode into Next Academic Year – The discussion is on-going regarding the instruction mode in Fall 2020.

3) ADC Meeting – i) Strategic priorities have been semi-finalized including (5) major priorities with each having several goals and each goal has several key activities; ii) Zoombombing – Report major incidents and additional instructions will be distributed by the University; iii) Probationary faculty will be able to extend period for spending their start-up money (to request a one year extension, faculty will need to fill out a form and submit to Deans); iv) Purchasing of large equipment – AVP Prislin and Dr. Eric Hansen, AVP Business Operations, have to approve any purchases of large equipment. Colleges should avoid purchasing items as much as possible as a person has to be on campus to allow access to the lab and then a deep cleaning needs to take place. Faculty will need to e-mail Dean Olevsky with the reason for ordering any large equipment prior to placing an order; and v) Deans to vote at 9am tomorrow on the C/NC Policy changes – Executive Committee members discussed the policy changes on Saturday, April 18, and majority of the Executive Committee Members voted "no" on the C/NC policy for classes offered by CoE.

3. Approval of 4/1/2020 Exec. Comm. Mtg. Minutes

Executive Committee Members unanimously approved the 4/1/2020 Executive Committee Meeting Minutes with minor change to Item # 15 Roundtable – Asst. Dean Garcia.

4. Update on 2020-2021 TT Faculty Searches

Dean Olevsky provided the following updates:

- 1) All faculty positions searches are on hold at this time.
- 2) Associate Dean Positions – Dean Olevsky talked to the President, Provost and AVP Prislin. These two positions are on hold per Chancellor's Office directive, and Drs. Garoma and Ozturk are to continue in their interim status. Dean Olevsky has discussed this with Drs. Garoma and Ozturk and both have agreed to continue as interim.

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

5. Nominations for \$2K Northrop Grumman Excellence in Teaching Award

Department Chairs are to review their faculty based on their teaching portfolio and will nominate one tenure/tenure-track faculty member from their respective Department for the \$2K NG Excellence in Teaching Award. Department Chairs to submit the faculty name and one page summary (not to exceed one page) to Marcie Morihiro, by 4:30pm, Wednesday, April 22. The faculty nominees will then be forwarded to the CoE Scholarship & Awards Committee to select the final awardee.

6. Research/Grant Updates

Interim Assoc. Dean Garoma presented slides on the following:

- i) Proposals Submitted by Engineering Faculty, with Total Number of Proposals Submitted for 7/1/2019-4/10/2020 and the percentage of change from 7/1/2018-4/10/2019; and ii) Total Dollars Awarded, Total Number of Awards and Number of PIs with Awards for 7/1/2019-4/10/2020 and the percentage of change from 7/1/2018-4/10/2019.

7. JDP Updates – Interim Assoc. Dean Garoma

Interim Assoc. Dean Garoma provided the following updates:

- i) 87 applications received for Fall 2020 with 39 recommended for admissions by SDSU JDP Steering Committee; and ii) 23 applications currently being reviewed at UCSD Departments.

8. Master's Programs Updates

Interim Assoc. Dean Garoma provided the following updates:

- i) Interim Assoc. Dean Garoma presented a slide with number of F2019 & F2020 Applications, F2020 Admits, and F2020 Target for the Master's (New CA resident, non-resident and international) applications; and ii) Interim Assoc. Dean shared a slide with Procedure for Paying Tuition and Other Fees from Grants, which he will be sharing with Department Chairs and Faculty.

9. ABET Preparation

Interim Assoc. Dean Ozturk provided the following updates:

- i) No changes to ABET policies, ABET will not increase cost of the accreditation assessment for 2020-21 cycle; and ii) CoE does not have to report temporary changes to ABET, only permanent changes.

10. 120-Unit Reduction

Dean Olevsky and the Exec. Comm. Members congratulated Interim Assoc. Dean Ozturk on the SDSU Senate approving the Engineering proposal on the GE units reduction (Areas E & D).

Interim Assoc. Dean Ozturk presented slides with the following updates:

- i) Total Engineering GE Unit reduction was (9): Explorations in Social Sciences (3); Explorations in Natural Sciences & Quantitative Reasoning (3); and Lifelong Learning & Self-Development (3); and ii) next looking at the possibility of being able to eliminate RWS 305 by having a writing intensive course modification in upper division Engineering course, possibly in Senior Design A or lab course.

11. UG Curriculum Issues

Interim Assoc. Dean Ozturk presented a slide regarding online courses:

- i) Guidelines need to be established for faculty teaching online courses. CSU will be offering further training for best practices for online teaching and Engineering faculty will be invited to participate; ii) alternate methods for academic dishonesty need to be developed; and iii) online teaching might continue into Fall and CoE needs to explore the potential and develop strategies for the Engineering lab courses.

12. Summer Program

Interim Assoc. Dean Ozturk presented a slide with the following updates:

- i) 2020 CoE FTES Target: 227 and 2020 CoE FTES Achieved: 266; and ii) CoE has a total of 44 online summer courses and 14 of these are new summer courses.

13. GI 2025 Update

Asst. Dean Garcia provided the following updates:

- 1) The Peer/Tutor Advising are still being offered.
- 2) Working on FAQ or list of procedures to be developed to share with students including each Department's process in regards to Master Plans. The Department Chairs shared their Master Plan processes with Asst. Dean Garcia.

14. Virtual Explore SDSU 2.0

Asst. Dean Garcia provided the following updates:

On Saturday, April 18, from 10:00am-11:45am, Virtual Explore SDSU 2.0 will be held. The format will be the same as the first Virtual Explore SDSU that was held on Saturday, March 21, as follows: (1) general session and (4) Department breakout sessions; Asst. Dean Garcia and Donovan Geiger, and Interim Assoc. Deans Garoma and Ozturk should be available to answer questions in the Zoom Chat. Dean Olevsky and Asst. Dean Garcia would like General Session and Department Sessions to be recorded.

15. Virtual Design Day

Marcie Morihiro has e-mailed the Design Day slide template for Department Chairs to fill in their respective statistics on their Department Design Day Projects. The Department slides will be added to Dean Olevsky's presentation deck for the Main Design Day Webinar. Slides are due to Marcie Morihiro by Friday, April 24, 2020.

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

- **April 18, 2020 (Sat)** – 10:00am-11:45am – **Virtual Explore SDSU 2.0** – via Zoom
 - **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

17. Roundtable

Dr. Supernak – The SDSU ASCE Student Chapter was ranked top 15 out of 330 national and foreign chapters.

Marcie Morihiro – The 5/6/20 Executive Committee is being re-instated and will take place from 1:30pm-3:15pm. Marcie will send a calendar invite.

Having gone through all of the items on the agenda, Dr. Supernak moved and Asst. Dean Garcia seconded and the meeting was adjourned at 4:16pm.

Minutes submitted by Marcie Morihiro, May 4, 2020.