



## **EXECUTIVE COMMITTEE MEETING MINUTES**

Wednesday, June 3, 2020  
2:00pm-4:30pm, Meeting to be 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 2:05pm.

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

Dean Olevsky provided the following updates:

- 1) Deans Research Council (DRC) – Dean Olevsky showed a draft flowchart of the plan that is in negotiations with SD County Health Services on how to re-populate SDSU research labs. An e-mail announcement will be sent campus wide which will include an electronic form for faculty to complete for consideration of their research lab being re-populated.
- 2) Academic Deans Council (ADC) – F2F classes that are approved by the CSU Chancellor's Office for Fall 2020 will require additional resources from the University due to the classes being split into multiple sections to comply with social distancing and deep cleaning of the classrooms.
- 3) Deans Development Council (DDC) – CoE endowed funds decreased by 6% due to market volatility related to COVID-19.

### **2. Approval of 5/20/2020 Executive Committee Meeting Minutes**

Executive Committee Members unanimously approved the 5/20/2020 Executive Committee Meeting minutes with minor changes to: Items #13 & 14.

### **3. Research/Grant Updates**

Interim Assoc. Dean Garoma presented slides with Cumulative # of Proposals Submitted, Cumulative # of Proposals Awarded, Cumulative Total Research Dollars, with a comparison between FY 2019 & FY 2020.

### **4. JDP Updates**

Interim Assoc. Dean Garoma presented a slide on the JDP Admissions Status: i) (12) applicants admitted by SDSU Grad Division and forwarded to UCSD Grad Division: (7) international students; (5) California residents and (6) of the (12) have indicated "intent to enroll".

### **5. Master's Programs Updates**

Interim Assoc. Dean Garoma presented slides on the following:

- i) Number of Master's (New CA resident, non-resident and international) F19 and F20 applications, F2020 Admits, F2020 Intents to Enroll and F2020 Target; and ii) Master's Research Scholarship – CoE total nominations were (22) and finalists submitted to SDSU Grad Division was (18).

### **6. ABET Preparation**

Department Chairs gave a brief update of the status of their ABET preparations, which included organization of ABET materials and starting to work on ABET reports.

### **7. 120-Unit Reduction**

Interim Assoc. Dean Ozturk updated the Exec. Comm. members that the President signed the exception request for Civil and Aerospace Engineering programs and has been submitted to the CSU Chancellor's Office. AVP Shultz - Division of Academic Engagement & Student Achievement is continuing to work on paperwork to submit to the Chancellor's Office for the other Engineering programs.

## 8. UG Curriculum Issues

Interim Assoc. Dean Ozturk provided the following updates:

i) Engineering F2F lab list was submitted and University is expecting an update from the CSU Chancellor's Office by end of day today, with the F2F labs that will be approved for Fall 2020; and ii) Summer enrollment is 318 FTES as of today, which is 140% of our 228 FTES target; for Fall 2020, CoE is presently at 67% of enrollment target.

## 9. GI 2020 Update

Asst. Dean Garcia provided the following updates:

i) New student orientation begins soon and Asst. Dean Garcia asked if Department Chairs would like to provide a short advising video for their students to be shown before or after their orientation sessions. If Department Chairs would like to submit an advising video, please let Asst. Dean Garcia know by June 15; ii) Asst. Dean Garcia shared slides created by Damien Rosales, CSEE Coordinator, which showed a comparison of Spring 2019 & Spring 2020 student usage of CSSE visits for advising, internship & workshops, and tutoring, with the COVID-19 impacts; and iii) for the first time, the CSSE will be offering tutoring for the Summer 2020 sessions.

## 10. Fall 2020

- **August 20, 2020 (Thu)** – 1:00pm-4:30pm – **CoE Fall 2020 Retreat** – Location & Mode TBD
- **October 13, 2020 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – via Zoom
- **October 15, 2020 (Thu)** – 1:30pm-2:30pm – **CoE Staff Mtg** – via Zoom
- **November 6, 2020 (Fri)** – 8:30am-1:00pm – **Engineering Dean's Advisory Board Mtg** – Location & Mode TBD
- **December 1, 2020 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – via Zoom
- **December 3, 2020 (Thu)** – 1:30pm-2:30pm – **CoE Staff Mtg** – via Zoom
- **December 2020 – Engineering Banquet** – Details to be confirmed at a later date
- **December 2020 – Engineering Commencement** – Details to be confirmed at a later date

## 11. Roundtable

### Dean Olevsky

- i) SD Health County mandated that only bench research will be allowed (human object research or field research at this time are not included). More clarification will be forthcoming from University regarding bench research.
- ii) Aztec Scholarships System –The Executive Committee had an initial discussion regarding some possible issues with the Aztec Scholarships System. Further discussion is needed and Dean Olevsky would like this added as an agenda item for the next Executive Committee meeting.
- iii) CoE Mail Process – Dean Olevsky and Exec. Comm. members discussed the tentative process of CoE mail process.

Dr. Lu – Informed Exec. Comm. members that Ohio State University will resume full in-person classes in Fall 2020.

Dr. Supernak – i) Discussed evaluation process for Program Directors/Chairs & Endowed Chairs; ii) acknowledged the work that Steve Doyle has done for the SDSU Mission Valley Campus; and iii) article written by Kate Carinder on Dr. Supernak's giving to the CoE was featured in the State-Up-To-Date newsletter.

Dr. Mi – Discussed issue in regards to student contingency process.

Dr. Abraham – Mentioned that some universities that are offering F2F courses are trying to complete the course content prior to Thanksgiving break so students do not have to return after the break.

Interim Assoc. Dean Garoma - Made similar comment of universities trying to finish Fall 2020 courses by Thanksgiving holiday.

Interim Assoc. Dean Ozturk – Added to Dr. Abraham's comment above that CFA has a few proposals regarding starting the Fall 2020 semester one week later for faculty to have additional preparation.

Asst. Dean Garcia – Reminded the Exec. Comm. Members to share their feedback with Dr. Mahasweta Sarkar, Chair of CoE DEI Council, on the CoE Diversity Smart Goals that will be voted on at the June 17, 2020, Executive Committee meeting.

Marcie Morihiro – Marcie will be e-mailing Department Chairs with faculty terms that are expiring for the CoE Committees for voting at the Fall 2020 Department Faculty Retreats.

Having gone through all of the items on the agenda, Dr. Mi moved and Dr. Supernak seconded and the meeting was adjourned at 4:08pm.

Minutes submitted by Marcie Morihiro, June 10, 2020.