



## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, August 19, 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 2:03pm.

### 1. Engineering Development Update

Kate Carinder, Sr. Dir. of Development for Engineering, provided the following updates: i) CoE exceeded all goals from 2019-20 fiscal year and thanked everyone for their efforts; ii) College now has over \$17M in endowments which represents 55% increase from the level of two years ago; iii) continuing donor meetings via Zoom; iv) scheduling alumni Zoom meetings for MESA, Women in Engineering, Class of 1970, Rocket Project, Distinguished Faculty Awardees, and Distinguished Alumni Awardees, Emeriti Faculty, and La Plebe; and v) looking at Annual Giving that is managed through SDSU Alumni Office and focusing on ways to strengthen Annual Giving.

### 2. Approval of 8/5/2020 Exec. Comm. Mtg. Minutes

Executive Committee Members unanimously approved the 8/5/2020 Executive Committee Meeting minutes with changes to Items #9 & #15.

### 3. Updates on CoE Repopulation Plan

Dean Olevsky provided the following updates:

- 1) The (8) CoE units' safe reopening plans have been approved to be sent to Provost for his final approval and signature.
- 2) All access requests for CoE faculty/staff submitted by CoE Responsible Parties were submitted to AVP Eric Hansen. CCEE will need to send their list to AVP Eric Hansen directly.
- 3) Discussed hours that the Engineering & EIS buildings will be open.
- 4) Discussed tentative mail process and the distribution of sanitizing supplies.

### 4. University Administration Meetings

Dean Olevsky provided the following updates:

- 1) Discussion of budgets with Provost, and Academic Resources Director, Mary Ann Kremicki.
- 2) Discussed the trends in enrollment of CoE students. The Provost and AVP Stefan Hyman will be coming to the CoE in Fall 2020 to discuss the CoE student enrollment management.

### 5. Alternate Options for F2F Courses

- 1) Asst. Dean Garcia shared a slide showing the courses in which students requested an alternate to a F2F course and the status of the students' requests. Dr. Mi provided updates on the alternate options that are available for ECE courses.
- 2) Asst. Dean Garcia also showed a slide with CoE Decisions/Resolutions Needed and Alternative Options. The Exec. Comm. members agreed that when Asst. Dean Garcia and faculty member discuss alternate option requests for F2F courses from students that the Department Chair needs to be informed and included in the discussions.

### 6. Research/Grant Updates

Interim Assoc. Dean Garoma provided the following updates:

- 1) July 1, 2020 – August 19, 2020: i) Awards - \$1,254,328.67 (7.33 awards); and ii) Proposals – 17

### 7. JDP Updates

Interim Assoc. Dean Garoma provided the following updates:

- 1) New students planning to be present at SDSU in Fall 20 – 4
- 2) New students planning to be online in Fall 20 (Seeking visa Spring 21) - 2
- 3) New students deferring to Fall 21 – 2
- 4) New students deferring to Spring 21 – 3
- 5) Total new students – 11
- 6) Applications withdrawn by Graduate Admission as of 8/14/20 – 4
- 7) Anticipated Fall 2020 Enrollment – 45 (returning) + 6 (new) = 51

8. Enforcement of Pre-requisites & Total Number of Units

Dean Olevsky, Interim Assoc. Dean Ozturk and Asst. Dean Garcia had a meeting with the International Affairs Office to discuss the excessive number of units that students were taking. Per Interim Assoc. Dean Ozturk there are two issues: i) maximum units allowed; and ii) pre-requisites. Interim Assoc. Dean Ozturk also showed slides with the Term Unit Enrolled vs. Term GPA & Average Units Attempted and Earned.

9. ABET Preparation

- 1) Interim Assoc. Dean Ozturk provided the following update: Departments should be collecting samples this semester and have a copy of the self-study report developed, as the CoE will be applying in January 2021 for ABET review.
- 2) Department Chairs provided the following updates (if any data are needed from the College, Interim Assoc. Dean Ozturk is able to provide):
  - AE – Dr. Lu - Started collecting crucial materials since the last two semesters and over the summer started compiling the surveys and exit questionnaires/assessments; self-study report will be worked on in full force in Fall semester.
  - CCEE – Dr. Supernak - Drafted the critical chapters of self-study report and working with faculty to collect materials.
  - ECE – Dr. Mi - Started outline of the self-study report; ECE Retreat will focus on ABET.
  - ME – Dr. Abraham - Initial draft of self-study report is almost complete and has identified the parts that need additional materials and will work on collecting the materials.

10. 120-Unit Reduction

Interim Assoc. Dean Ozturk provided the following updates:

- i) Asked Stephen Schellenberg for update on proposal and he said it's in progress; and ii) Interim Assoc. Dean Garoma has submitted two Environmental Engineering proposals via Curricunet, and we are waiting on the College Curriculum Committee to be confirmed at the start of the Fall 2020 semester to process.

11. GI 2025 Update

Asst. Dean Garcia provided the following updates:

- 1) New student orientations are complete.
- 2) Representatives from clubs and student orgs attended the new student orientations and are planning virtual activities.
- 3) Transfer students were asking about C/NC that was accepted for courses at their previous institution and if the C/NC grade will be accepted at SDSU. Where there is articulation, students are being given credit for C/NC for certain courses and they should be directed to their degree evaluation to check if they were given credit.
- 4) All CSSE services will continue to be virtual.
- 5) There was a discussion of CoE forming an Academic Dishonesty Committee comprised of both faculty and students but per Exec. Order 1098 and University Senate Policy, this is not allowed. The Academic Dishonesty Council has made several recommendations to the Provost, and if approved, will be disseminated to the Colleges/Departments.

12. Fall 2020 Important Dates

- **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 Commencement** – Details to be confirmed at a later date

13. Roundtable

Dr. Mi – Department holding a meeting tomorrow to go over items with faculty that are teaching F2F courses.

Having gone through all of the items on the agenda, Dr. Supernak moved and Dr. Mi seconded and the meeting was adjourned at 4:09pm.

Minutes submitted by Marcie Morihiro, August 28, 2020.