



SAN DIEGO STATE
UNIVERSITY

College of Engineering

COLLEGE OF ENGINEERING VIRTUAL RETREAT

Minutes of Thursday, August 20, 2020

Retreat held via Zoom

Faculty Members Present: J. Abraham, Z. Ahmadabadi, R. Akhavian, B. Aksanli, A. Alimohammad, T. Alves, K. Arnold, A. Bani Younes, A. Beyene, S. Bhattacharjee, J. Camacho, M. Capriotti, J. Chen, L. Demasi, C. Dykstra, A. Engin, T. Garcia, T. Garoma, S. Ghanipoor Machiani, M. Gupta, K. Huang, G. Jacobs, A. Jahangiri, J. Kang, S. Kassegne, P. Katira, J. Katz, A. Kinoshita, X. Liu, P. Lu, S. Manshadi, C. Mi, M. Miletic, F. Miller, T. Mitropoulos, N. Mladenov, D. Nguyen, E. Olevsky, Y. Ozturk, C. Paolini, S. Park, A. Plotkin, P. Popov, R. Sabzehgar, M. Sarkar, S. Sharma, J. Supernak, H. Tavakol, Y. Teh, H. Töreyin, E. Torresani, J. Valdes, S. Venkataraman, M. Verbyla, K. Wood, J. Xie, W. Xu, Y. Yang, G. Youssef

Members Absent: A. Ashrafi, Z. Bayasi, R. Betancourt, A. Bhalla, R. Kline, S. Kumar, K. Moon, K. Morsi, S. Nagaraj, P. Naseradinmousavi, H. Nourollahi, V. Ponce, R. Tummala

Members Excused: R. Dowell, K. May-Newman, B. Narang (FERP), S. Seshagiri, A. Szeto (FERP)

Staff Members Present: Bianca Avina, Meti Belay, Angelica Bouras, Nicole Brokaw, Michelle Bunn, Kate Carinder, Natasha Celise, Elisa East, Brittany Field, Donovan Geiger, Arlene Gibson, Amy Jensen, Allyson Korba, Michael Lester, Marcie Morihiro, Ku Moua, William Nguyen, Eric Pamintuan, Bianca Portal, Lance Rallof, Michele Ritchie, Damien Rosales, Robin Shimasaki, Luisa Smith, Julie Smitherman, Missy Stump, Luis Topete, Youxian Wu

Dean Olevsky called the meeting to order at 1:05pm.

Guests: Dr. Jennifer Imazeki, Kara Peterson, Dr. Norah Shultz

1. **Welcome Remarks to Faculty & Staff**

Dean Olevsky welcomed new CoE faculty, including: i) Assistant Professors, Drs. Margherita Capriotti (AE), Zahra Nili Ahmadabadi (ME), and Elisa Torresani (ME); ii) Hiring of Administrative Support Coordinator for CCEE Department in process and position will be filled soon; and iii) 2019-20 Northrop Grumman Excellence in Teaching Award to Dr. Amir Alimohammad (ECE).

2. **State of the College**

Dean Olevsky provided the following updates:

- A) **College Personnel & Infrastructure:** i) We successfully hired 3 searches out of planned 12 positions, the rest are frozen at the moment; ii) Total T/TT faculty reached 73 in the College. The ratio of T and TT faculty close to 1:1 across the College; and iii) Provided a brief overview of the 10 new research labs in the Engineering building that were renovated during the Spring 2020 semester.
- B) **Covid-19 Update:** i) Research labs repopulation (responsible party: Interim Assoc. Dean Garoma); ii) F2F instruction in the fall (responsible party: Dr. Ozturk and respective Department Chairs); and iii) College Safe Repopulation (responsible parties: Engineering Dean's Office (M. Morihiro), AE Dept. (Dr. Lu), CCEE Dept. (Dr. Supernak), ECE Dept. (Dr. Mi), ME Dept. (Dr. Abraham), IT Dept. (W. Nguyen), Graduate Studies & Research (Interim Assoc. Dean Garoma), Student Affairs & Outreach Programs (Asst. Dean Garcia)).
- C) **College Budget Update:** Budget reduction was implemented throughout the University. 7-13% reduction shares for each College, 7% for College of Engineering. As a result, hiring, sabbatical, and shared facilities' use will be affected (Engineering faculty will be responsible for SEM facility charges starting from this fiscal year.)

- D) Undergraduate Program Update, prepared by Interim Assoc. Dean Ozturk: i) Fall 2020, only approved faculty, staff and students will be on campus; ii) Substantial virtual activities, such as virtual office hours, career guidance, etc; iii) Great success of the Engineering Unit Reduction, with Interim Assoc. Dean Ozturk leading further efforts; iv) Fall and Spring enrollment decreased slightly, but summer enrollment is increased in 2020 as compared to the past couple of years; v) Graduation per year has been growing in the past few years; and vi) ABET schedule update, as follows:

Fall 2020	Departments continue gathering assessment data and display materials.
January 31, 2021	Request for Evaluation submitted to ABET by Dean's Office.
Spring Term 2021	Departments continue to gather assessment data and display materials .
February 1, 2021	Draft of Criterion 4 due to Dean's Office. Upload into Google Drive.
March 1, 2021	Draft of Criterion 5 due to Dean's Office. Upload into Google Drive.
April 1, 2021	Drafts of Criteria 1, 2, 3, 6, 7, 8 due to Dean's Office. Upload into Google.
May 1, 2021	Self-study final drafts due to Institutional Research/Dean's Office.
October 2021	ABET visit, 3-days, Sunday through Tuesday (a more detailed schedule will be created closer to the visit).

- E) Research & Graduate Program Update, prepared by Interim Assoc. Dean Garoma: i) Proposal submission is growing. Substantial contributions came from junior faculty, especially from 2015; ii) Total research dollars per PI T/TT is also growing, approaching \$200,000 per research-active faculty PI; iii) Update on citation m index = h index/(number of years since 1st publication). Interim Assoc. Dean Garoma calculated the m index for different faculty rankings in the school of engineering, and according to different departments; iv) JDP update: 85 applications were received for Fall 2020. 13 applicants were admitted by both SDSU and UCSD at the end. The number of JDP students will reach 52 in Fall 2020. Update on the future tuition fees of JDP, which would be a gathering effort amongst all faculty advisors of JDP students; and v) MS program update.
- F) Community & Communications Update: Femineer, MESA, and Troops to Engineers have all changed to creative virtual activities. These programs take great advantage of Zoom meetings, all kinds of social media and other online activities and virtual student engagements.
- G) Important Dates to Remember: All the planned meetings in Fall 2020 will be held via Zoom.
- H) Q&A session on the following issues: i) Engineering building doors will be open during class hours; ii) Start-up funds can now be used for tuition of JDP students, for further questions please contact Interim Assoc. Dean Garoma; iii) At the moment, start-up funds cannot be used for MS student's tuition fees; iv) Update on Independent PhD Program. We need to consult/receive support from the new VPR whose permanent position is yet to be filled by the University. However, all University Colleges agreed to move on the Program, which is good news. However, the COVID-19 related financial problem might contribute to negative progress; v) Response to near future University and College budget cuts: there is a possibility of a basic budget cut. If that is the case, the highest priority of action is to preserve personnel, then the support of research missions. Situation will be more clear in mid-October.
- I) Approval of 4/21/2020 CoE Faculty Meeting Minutes: Dr. Youssef - 1st motion and Dr. Mahasweta Sarkar - 2nd motion; and the 4/21/2020 CoE faculty meeting minutes were approved at 2:22 pm.

3) Smart Goals for CoE

Dr. Mahasweta Sarkar, Chair, CoE Diversity, Equity & Inclusion (DEI) Council provided the following updates on behalf of the CoE DEI Council:

- i) Brief introduction of the Smart Goals for CoE: 2020-2025, based on College-wide survey conducted on the College climate. 50% of our faculty completed the survey.
- ii) The 3 smart goals are:
- o Goal#1: Improve gender diversity in faculty. Objective: Female faculty from current 12.8%, to 18% by 2025.
 - o Goal#2: Create a pathway for students from URM backgrounds to enter graduate programs. Objective: W (32%),

L (22%), AA (1.5%), NA (0.5%).

- Goal#3: Create and sustain a climate to promote and nurture the growth and inclusion of faculty and staff.
Objective: to increase “feeling-valued” index of faculty and staff by 15%.

iii) Q&A - If the goals are not met by 2025, University-level DEI will, for example, exam the CoE’s effort in the hiring process in the case of goal #1.

4) Overview of University Diversity Plan

Dr. Jennifer Imazeki, Associate Chief Diversity Officer for Faculty & Staff and Dr. Norah Shultz, Professor & Director of Inclusive Curriculum, Division of Student Affairs & Campus Diversity, provided the following updates:

- i) Dr. Jennifer Imazeki updated the current status of the University Diversity Plans (for more details refer to <https://diversity.sdsu.edu/initiatives/planning-departments>). The current focus is working on the Departmental level plans, after these plans are reviewed by the relevant College committee, they will be submitted to the University level relevant committee by March 2021. If the plans are not approved by University level committee, then modifications may be needed, which will delay the process.
- ii) Dr. Norah Shultz updated on the University Diversity Plans on the aspect of antiracism and social justice. It is not advised to add additional courses for students to participate in training, but rather, carry out the implementation of this plan into existing major programs/systems/course modulus, etc. More discussions are needed on exactly how we can implement it. Thus, relevant meetings at the Departmental levels with Dr. Shultz may be expected soon.

5) Additional Announcements by Dean Olevsky

- i) Congratulations to Dr. Allen Plotkin (AE) for receiving the 2020-21 SDSU Alumni Distinguished Faculty Award.
- ii) Dr. Nagy Nosseir (AE), after 38 years of service, now retired as Emeritus Professor.

Break (3:15pm-3:30pm)

6) Update on CoE Constitution & Bylaws

Dr. Julio Valdes, Parliamentarian & Chair of Constitution & Bylaws (C&B) Committee provided a brief introduction on the historical activities on the C&B Committee updating the CoE Constitution & Bylaws, through Apr 2020. As well Dr. Valdes provided an update on the timeline of C&B Committee updating the Constitution & Bylaws document and Appendices A & B.

7) Update on Engineering Development Activities

Kate Carinder, Senior Director of Development for Engineering, provided the following updates: i) Currently there is 17M+ endowment in the CoE; ii) Highlighted 4 gifts received in the past year from Paul Stuverud, Dr. Andrew Szeto, Dr. Richard Woodcock and Wayne E. & Mary Beitler Leutloff Estate; and iii) Development priorities for 2020-21AY are faculty support, CEM program, etc.

8) Update on ‘Building A’ Construction

Kara Peterson, Construction Program Manager, provided the following updates: i) Brief introduction on the location and interior layout of Building A; ii) Project cost \$2.75M, the construction/remodeling schedule will be 22 weeks. There will be 8 new research labs and 7 new offices/conference room and some space for student club space; and iii) Move in/occupancy is expected to be in March 2021.

Dr. George Youssef motioned to adjourn the meeting and Interim Assoc. Dean Ozturk seconded the motion, and Dean Olevsky adjourned the meeting at 4:04pm.

Minutes submitted by Dr. Wenwu Xu, August 20, 2020