



## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, September 16, 2020  
1:00pm-3:00pm, 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 1:04pm.

### 1. URAD Engineering Update

Kate Carinder, Sr. Dir. of Development for Engineering, provided the following updates: i) CoE endowment is at \$20M; ii) Received Johnson \$3.1M cash gift to endow the Fred Harris Chair. This gift is added to the Fred Harris Fellowship fund which was renamed the Fred Harris Chair and has a market value of \$440K, for a total of \$3.5M; iii) Dean's hosting of alumni and donor zooms, MESA, La Plebe, Class of 1970 and others; iv) Eugene and Kate meeting 1:1 with various Alumni; v) CoE students are doing a great job in making thank you videos for donors and Aztec Electric Racing has put together a nice video to show to prospective donors; and vi) Kate will reach out to Department Chairs with a list of bullet points to add to for a College-wide "brag sheet".

### 2. Approval of 9/1/2020 Exec. Comm. Mtg. Minutes

Executive Committee Members unanimously approved the 9/1/2020 Executive Committee Meeting minutes with minor change to Item# 6.

### 3. University Administration Meetings

Dean Olevsky provided the following updates:

- 1) Deans Development Council (DDC) – Provided insight on the Development situation for the whole University. Last year was the best year in history of University for fundraising. Dean Olevsky explained the importance of endowments for Colleges.
- 2) Deans and Provost continue discussions on College budgets.

### 4. Overtime Charges for Preparation of ABET Documents and Materials

In anticipation of certain possible needs by Department Chairs to pay faculty overload/summer salary/course release or staff overtime hours related to ABET, the CoE put funds in reserves to help Departments to complete their ABET documentation. If a Department needs financial assistance, please e-mail Dean Olevsky and Amy Jensen.

### 5. JDP Updates

The Executive Committee Members discussed options for covering basic and nonresident tuition fees for JDP students without tuition waivers. The Executive Committee Members unanimously agreed that all faculty with students in the program contribute to payment for the tuition fees for the students without waivers. The contribution rates are progressive with the number of students advised by a faculty.

The Executive Committee Members also discussed options for covering UCSD fees for JDP students. The Executive Committee Members unanimously agreed that a faculty with one student in the program will pay \$2.75k per year, a faculty with two students in the program will pay \$2.75k per year for the first student and \$1.375k per year for the second, and a faculty with three or more students in the program will not pay for third, the fourth, and so on students.

#### 6. Summer Teaching Plans

Interim Assoc. Dean Ozturk provided the following updates:

- 1) Interim Assoc. Dean Ozturk met with Interim Vice Provost Tong and we should offer same number of classes or more, with the courses chosen carefully.
- 2) Summer Program Task Force has been established and will be meeting with Associate Deans on 9/18/2020 to discuss whether to launch the same courses we offered last year and any rewards for over the target enrollments.
- 3) Interim Assoc. Dean Ozturk has shared both summer program enrollment and student grade distribution data to the Department Chairs. Interim Assoc. Dean Ozturk needs information on the courses that Departments are planning to offer for summer 2021. Priority should be for those courses that are currently waitlisted, waitlisted last summer and impact the programs.

#### 7. ABET Preparation

Interim Assoc. Dean Ozturk would like Departments to start preparing for a possible virtual ABET visit:

- 1) Interim Assoc. Dean Ozturk would like to have a list from each Department Chair of all of the laboratories that would be visited (lost possibly virtually) during the summer.
- 2) Video segments are needed from the labs above and narration. Money will need to be budgeted to hire a PSFA student with video recording and editing skills or identify a University office that will complete this task.
- 3) Interim Assoc. Dean Ozturk will obtain recording of classroom facilities, pictures, etc., from James Frazee and his team.

#### 8. 120-Unit Reduction

Interim Assoc. Dean Ozturk has a meeting scheduled on October 2, with Greg Wilson, to discuss the language changes for the 120 units, including: i) GE exemptions for all programs; and ii) adding 3 units of Technical Electives back to the ME, COMPE and EE programs.

#### 9. UG Curriculum Issues

Interim Assoc. Dean Ozturk provided the following updates:

- 1) F2F courses paused through October 5 for Fall 2020 need to be resubmitted for approval. Courses will not be automatically continued once the 10/5 pause order is lifted.
- 2) Process for F2F Courses for Spring 2021 was discussed.
- 3) Discussed whether Construction Engineering Management Program should be impacted similar to the rest of the Engineering programs and with the same impactation criteria. Dr. Supernak and Dr. Thais Alves should discuss and this item will be added as an agenda item to be discussed at a future Executive Committee Meeting.
- 4) Interim Assoc. Dean Ozturk shared an idea for creating a faculty peer review and feedback program in Engineering. Further discussion will be needed at a future Executive Committee Meeting.

#### 10. GI 2025 Update

Asst. Dean Garcia provided the following updates:

- 1) Interim Assoc. Dean Ozturk, Asst. Dean Garcia and Natasha Celise met to address the achievement gaps based on Interim Assoc. Dean Ozturk's data points. Asst. Dean Garcia will share further details at a future Executive Committee meeting.
- 2) Asst. Dean Garcia shared a draft of Addressing & Resolving Student Issues, which included excerpts from both the Senate Policy File and the SDSU Ombudsman with a College of Engineering internal practice listed to resolve various issues. The Executive Committee will discuss in further detail at a future meeting.

#### 11. 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
- **October 28, 2020 (Wed)** – 11:00am-12:00pm - **CoE Conversation with Provost and VP Luke Wood Addressing Diversity Issues** – via Zoom
- **November 6, 2020 (Fri)** – 9:00am-12:00pm – **Engineering Dean's Advisory Board Mtg** – via Zoom
- **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

Having gone through all of the items on the agenda, Dr. Chris Mi moved and Dr. Supernak seconded, and the meeting was adjourned at 3:03pm.

Minutes submitted by Marcie Morihiro, September 29, 2020.