



SAN DIEGO STATE  
UNIVERSITY  
College of Engineering

## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, August 4, 2021  
2:00pm-4:30pm, Meeting was held via Zoom

Attendees: Dean Olevsky; Drs. J. Abraham, C. Mi, P. Lu, J. Supernak; Assoc. Dean's T. Garoma, Y. Ozturk, Asst. Dean Garcia and Amy Jensen

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

1. Approval of 7/21/2021 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 7/21/2021 Executive Committee Meeting minutes with minor edits to # 5.

2. University Administration Meetings

Dean Olevsky provided the following updates:

- 1) The office of Research and Innovation will be modifying the UGP grants process. It will now be split into two different types of funding
  - Seed Funding
  - Rapid Response Funding
  - Faculty will only be able to apply to one type of funding
- 2) Chairs will be invited to an upcoming Mission Valley site visit. Dean Olevsky shared a member list of the Mission Valley Advisory Board.
- 3) 2021-2022 Faculty Searches
  - College of Engineering has 1 college funded position – Endowed Chair in ECE
  - The number of centrally funded lines have not been clarified yet.
  - Dean Olevsky will be meeting with the Provost to discuss College's funding priorities.
  - BIE representatives will sit on every faculty search committee.
- 4) Dean Olevsky will be meeting with the Provost in August to go over the new AY budget.

3. Updates on Unit Repopulation Plans

Dean Olevsky provided the following updates:

- 1) Only staff/faculty with medical or dependent care reasons can be considered for hybrid or teleworking and they must fill out the exception request form.
- 2) 62% are already vaccinated in Academic Affairs. 1,000 students are being vaccinated a day and will increase as we get closer to the semester start date.
- 3) Masking – As of August 2<sup>nd</sup> you should be masked whether vaccinated or not in public facing offices.

4. Update on Faculty & Staff Searches

Dean Olevsky provided the following updates:

- 1) Faculty Searches – 4 faculty have been hired for academic year 21/22.
- 2) Staff Searches
  - Administrative Support Coordinator in the Dean's Office – Hired Ollin Balderas
  - Assistant to the Dean – Hiring paperwork has been submitted to HR and we hope to have job posted early next week.
  - Communications Lead – Have reviewed applications and have chosen 6 to interview

- Major Advisors – Five advisors have been hired. Three will start on August 9<sup>th</sup> and two on August 16<sup>th</sup>. Office space for the advisors is still being figured out. Asst. Dean Garcia will be meeting with a vendor for additional cubicles in CSSE and in E-200C.

5. Advising Update

Asst. Dean Garcia shared slides on the current CoE enrollment numbers and listed a preliminary distribution of students to the new major advisors. Chairs gave their input on how the distribution could be improved and asked for updated enrollment numbers before a final decision is made. Asst. Dean Garcia also shared a slide listing campaigns that the major advisors and peer advisors will facilitate – campaigns for Special Populations geared towards FR & SO and JR & SR.

6. JDP Updates

Assoc. Dean Garoma shared the following updates:

- 1) Assoc. Dean Garoma shared slides on the following: Intent to enroll – Fall 2021 – CA Residents by program; nonresident by program, international students by program and total by program.
- 2) The JDP program has 45 continuing students, 2 deferrals from last year, 20 new admits for an expected total enrollment of 67 students.
- 3) Tuition Fee Contribution - Assoc. Dean Garoma listed the contribution amounts committed by faculty members and the amount still needed to cover our JDP students. He discussed the challenges we are facing regarding faculty wanting to use SDSURF grants and not having the ability to transfer the funds because of grant policies. The committee had a discussion on establishing consequences if a faculty member does not pay their contribution. Assoc. Dean Garoma tasked the Chairs to discuss with their faculty that have JDP students.
- 4) An agreement has been reached with UCSD and the MOU is in the process of being signed. The MOU has the same degree and GPA requirements as before. The \$5500 fee was eliminated and replaced with an annual lump sum that will be used to hire a dedicated staff member for the JDP program at UCSD.
- 5) The GRE is required for admittance into the JDP program.

7. Master's Programs Updates

Assoc. Dean Garoma shared a slide on Fall 2021 MS Applicants intent to enroll, including intents to enroll, projected enrollment and comparison to Fall 2020 enrollment. The GRE is waived for master's programs.

8. CoE Faculty Scholarly Activity

Assoc. Dean Garoma shared slides showing CoE faculty scholarly activity by Department.

9. ABET Preparation

Assoc. Dean Ozturk shared slides with updated deadlines for material submission to ABET with what materials have already been submitted and what still needs to be submitted. Additional discussion on Document and Directory Structure for the supplemental materials.

10. UG Programs

Assoc. Dean Ozturk shared slides regarding GPA gaps between URM and not\_URM students, by using GPA and DFW rates data. Assoc. Dean Ozturk will provide data to department chairs so a discussion on how to bridge the gaps can be started with faculty members in the department.

16. Important Dates

Fall 2021

**August 20, 2021 (Fri)** – 9:00am-12:00pm – **CoE Fall 2021 Retreat** – Virtual

**September 10, 2021 (Fri)** – 8:00am-12:00pm – **Provost Visit to Engineering** – In person

**October 12, 2021 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Format to be determined

**October 29, 2021 (Fri)** – 10:30am-12:00pm – **Provost Visit to Engineering** – In person

**November 5, 2021 (Fri)** – 8:30am-1:00pm – **Engineering Dean's Advisory Board Mtg** – Format to be determined

**December 7, 2021 (Tue) – 11:00am-12:00pm – CoE Faculty Mtg – Format to be determined**

17. Roundtable

Dean Olevsky – asked Chairs to start filling their wall display cases/cabinets if they haven't already done so. Dean Olevsky asked chairs to collect some essential items of pride for their department that can be displayed down in the Dean's office display cabinet on the second floor.

Having gone through all the items on the agenda, Assoc. Dean Ozturk moved, and Dr. Abraham seconded, and the meeting was adjourned at 5:13 pm.

Minutes submitted by Amy Jensen, August 9, 2021.