



SAN DIEGO STATE
UNIVERSITY
College of Engineering

EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, September 15, 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 2:02 pm

1. Approval of 9/1//2021 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 9/1/2021 Executive Committee Meeting minutes.

2. University Administration Meetings

Dean Olevsky had the following updates:

- 1) Dean Olevsky presented our faculty search position proposals to senate committee.
- 2) Faculty computer replacements – If a faculty members computer is over 5 years old and they have not had a computer purchased for them using state funds in the last 5 years then they can receive a new computer (either desktop or laptop) up to a certain amount to be set by William with consultation with Eugene. These computers are for faculty offices only.

3. ABET Preparation

Assoc. Dean Ozturk had the following updates:

- 1) All administration meetings have been scheduled and program meetings are being scheduled within the departments
- 2) Meetings with students, staff and advisory board still need to be scheduled.
- 3) Assoc. Dean Ozturk ask the Chairs to update the shared schedule on the google drive as they finalize meetings
- 4) Assoc. Dean Ozturk received questions/clarification requests from program evaluators and will be responding to them. No major issues.

4. Undergraduate Programs

Assoc. Dean Ozturk had the following updates:

- 1) SDSU Rankings - #96 in Best Undergraduate Engineering Programs. We moved up from #102.
- 2) Assoc. Dean Ozturk shared slides on SDSU rankings between last year and this year.
- 3) Class Schedule Changes - Assoc. Dean Ozturk asked that department chairs review and approve each schedule change, so we don't have as many requests that don't serve a purpose, ex: asking to change class size from 49 to 42. Faculty should consult with department chairs and make the request to the Dean for course modality changes to online or partially online.

5. Advising Update

Asst. Dean Garcia shared that the advisors would begin the campaigns that were discussed with the chairs. Direct messages from EAB will be sent to the students to invite them to make appointments to meet with the advisors. We want 100% of students to meet with the advisors but in regard to the campaign being a success in the use of EAB, we want 25% of students to respond via the direct message and set up appointments. The college needs to decide how to handle students who do not meet with

advisors, ex: registration holds. Whatever we decide to do must be included in the catalog. Assoc. Dean Ozturk stated we still have a couple of weeks left to get any decision into the 2022/2023 catalog.

6. GI 2025

Asst. Dean Garcia shared the following updates:

- 1) We have 43 students in the 120+ unit group. Assoc. Dean Ozturk has reached out to the chairs regarding these students and now the advisors will help with these students as well. They have started the 90+ project which is trying to identify potential issues before students get to the 120+ group.
- 2) Asst. Dean Garcia shared a flyer for an upcoming Student Success Workshop on Friday, September 17, 2021, titled “Turning on the Lights: Using Learning Culture to Increase Student Success” with guest speaker Rafael D. Alvarez.

7. Research/Grant Updates

Assoc. Dean Garoma shared slides of awards from July 1 – September 14 by department and proposal submissions from July 1 – September 14 by department.

8. JDP Updates

Assoc. Dean Garoma shared slides with possible solutions for tuition fee contributions from grants managed by SDSURF and JDP enrollments from Fall 2016 – Fall 2021 by program.

9. Master's Programs Updates

Assoc. Dean Garoma shared a slide of students enrolled for Fall 2020 and Fall 2021 by department.

10. Executive Order 1071 for Graduate Programs

Assoc. Dean Garoma discussed Executive Order (EO) 1071. EO 1071 requires the major degree program to reflect more than 50% of the required major core. The major core is the set of courses required of all students pursuing that major degree program. College of Engineering has 24 specializations that don't meet this EO. Options are being discussed and Assoc. Dean Garoma and Assoc. Dean Ozturk will reach out to other universities to see how they are handling the issue.

11. Important Dates

Fall 2021

October 14, 2021 (Tue) – 11:00am-12:00pm – **CoE Faculty Mtg** – Format to be determined

October 14, 2021 (Thu) – 1:30pm-2:30pm – **CoE Staff 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

December 9, 2021 (Thu) – 1:30pm-2:30pm – **CoE Staff Mtg** – Format to be determined

12. Roundtable

Assoc. Dean Garoma – Engineering Masters Programs Review – It was supposed to happen in 2018 and 2019 and it was not completed. He asked that the review be done in Spring 2022 since we are currently in the middle of ABET.

Dean Olevsky – Items that will need to be reviewed once ABET is completed: College Bylaws, RTP Policy, and Assigned Time Policy.

Having gone through all the items on the agenda, Asst. Dean Garcia moved, and Dr. Supernak seconded, and the meeting was adjourned at 3:38 pm.

Minutes submitted by Amy Jensen, September 23, 2021