



SAN DIEGO STATE  
UNIVERSITY  
College of Engineering

## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, October 6, 2021  
2:00pm-4:30pm, Meeting to be 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, Kate Carinder, Dr. Julio Valdes and Julie Smitherman

Dean Olevsky called the meeting to order at 2:02 pm

### 1. URAD Engineering Update

Kate Carinder had the following updates:

- 1) Kate Carinder reported that several cash gifts have been secured for scholarships, research, and student clubs.
- 2) The CoE Endowment is currently at 23M covering 46 endowed funds.
- 3) On 10/11 The President Lecture Series is featuring Distinguished Lecturer, Peggy Johnson, '85. She is the CEO of Magic Leap. The focus will showcase engineering. Lecture time: 3:30 pm and reception at 5:30 pm at the Presidents home.
- 4) URAD is interviewing three positions: CoE Development Coordinator, Troops to Engineer Coordinator and Director of Development.
- 5) Kate stated that each year, URAD is submitting foundational science proposals to KECK. KECK requires proof of refusals with the proposals to be considered for funding.
- 6) Coffee with the Dean and Evening with the Dean is moving forward and will schedule days/times.

### 2. ABET

Dean Olevsky shared the following update:

- 1) CoE is given seven days to respond to the ABET audit.
- 2) Next ABET timeline is as follows: ABET has 30 days to respond to the report and then the CoE has 30 days to review and respond.

### 3. CoE Constitution & Bylaws Revision

Dr. Julio Valdes, Chair of Constitution & Bylaws Committee had the following updates:

- 1) The committee has modified and edited the CoE Constitution & Bylaws document. The document has been emailed to the CoE Executive Board for review. Dr. Valdes suggests meeting with the Executive Committee to review/edit the document instead editing by email.

### 4. Approval of 09/15/2021 Exec. Comm. Mtg. Minutes

There were two spelling edits to the 09/15/2021 minutes. The Executive Committee Members unanimously approved the 9/15/2021 Executive Committee Meeting minutes.

### 5. University Administrative Meeting

Dean Olevsky shared the following updates:

- 1) Dean Olevsky reported that the university has given faculty lines to the College of Engineering and the College of Sciences for AY 22/23. The following Engineering departments will receive faculty lines:

(2) ME Assistant Professors, (1) CCEE Department Chair, (1) CCEE Assistant Professor, (1) ECE Endowed Chair, (1) ECE Assistant Professor.

2) A discussion on new faculty collaboration will be set with SDSU Imperial Valley, Interim Dean Mark Wheeler.

4) MV Retreat update: Provost Ochoa and Dr. Hala Madanat provided additional information on possible research hubs. The Innovation District will need to rely on Industry Partners to be sustainable.

#### 6. Faculty Search Update

Dr. Mi and Dr. Supernak shared the following updates:

- 1) Dr. Mi reported that the ECE faculty search committee from last year will continue with their appointment. The position advertisement has been sent to HR.
- 2) Dr. Supernak reported that CCEE will move forward with their faculty search after ABET audit.

#### 7. Advising Updates

Asst. Dean Garcia shared the following update:

- 1) 10/01/21 The Office of Evaluations changed the RAAR Form to an automated process in WebPortal. The students will no longer have access to the form. Faculty Advisors and/or designated staff will be approving all RAAR Forms.
- 2) Asst. Dean Garcia shared data of the CoE Major Advisors virtual, drop-in, scheduled, and campaign appointments of undergraduate students from 8/23/21-9/28/21. The advisors have helped 624 students as well as advising 260 students with their Master Plans. In addition, 934 students have made appointments.
- 3) To prepare students for Spring 22 Registration (starting Nov. 1), the Office of Evaluations has emailed students that October is Advising Month and are encouraging students to make appointments with their advisors.

#### 8. GI 2025

Asst. Dean Garcia shared the following update:

- 1) 1-unit recitation course that supports specific courses without an exam is not on the students' Degree Evaluation, yet the 1-unit course is a requirement for course enrollment. The 1-unit course is offered in Fall and Spring Semesters, but not during the Summer Sessions.
- 2) Tutors will be starting late this semester and will be discussed later.
- 3) Dr. Olevsky stated that the Associate Dean of the Library, Patrick McCarthy, possibly has rooms available for the CoE Advisors.

#### 9. Student Success Fee

Asst. Dean Garcia shared the following update:

- 1) SSF Funds will no longer be managed by the CoE staff. Student Affairs & Associate Students will manage all purchasing and travel.
- 2) Student Clubs have until October 22, 2021, to submit their proposals for Spring 22.

#### 10. Research/Grant Updates

Assoc. Dean Garoma shared slides for the following update:

- 1) The Research/Grant proposal submissions from 07/01/2021 – 09/30/2021 by department.
- 2) The dollar amount awarded by department.

#### 11. JDP Program

Assoc. Dean Garoma shared the following update:

- 1) Over the last five years, the CoE JDP enrollment increased by 186.4 %.
- 2) Shared the JDP Tuition Fee Contribution from grants managed by SDSU RF.

#### 12. Master's Program

Assoc. Dean Garoma shared slides for the following update:

- 1) The overall Master Program enrollment over the last five years (Fall 17- Fall 21) is down by 3.1%.
- 2) The Master's Program enrollment from Fall 20 – Fall 21 is up by 6.9%.
- 3) Assoc. Dean Garoma showed enrollment graph per department over the last five years.
- 4) November 9, 2021: Graduate Program Fair for SDSU students will be held at Scripps Cottage. Reception 12:00 pm – 1:00 pm followed by an Information Session from 1:00 pm – 4:00 pm. CoE Student Council, DEI Committee, and Graduate Advisors are organizing the event.

### 13. Important Dates

#### Fall 2021

**October 14, 2021 (Tue) – 11:00am-12:00pm – CoE Faculty Mtg – Virtual**

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

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

**November 19, 2021 (Fri) – 8:15am-9:15am – Provost Visit to Engineering – In person**

**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**

### 14. Roundtable

Dean Olevsky asked the department chairs to email him the faculty whose offices are in Adams Humanities by 10/07.

Asst. Dean Garcia – Students are discussing if the CoE Senior Banquet will be supported in May 22.

Asst. Dean Garcia – 11/06 Fall SDSU Preview for prospective students

Having gone through all the items on the agenda, Dr. Supernak moved, and Dr. Mi seconded, and the meeting was adjourned at 4:43 pm.

Minutes submitted by Julie Smitherman, October 08, 2021