



SAN DIEGO STATE
UNIVERSITY
College of Engineering

EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, October 20, 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, and Julie Smitherman

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

1. Approval of 10/06/2021 Exec. Comm. Mtg. Minutes

There were amendments in Items 8.1, 12.1, 12.2, 12.4, and 13 to the 10/06/2021 minutes. The Executive Committee Members unanimously approved the 10/06/2021 Executive Committee Meeting minutes.

2. University Administrative Meeting

Dean Olevsky shared the following updates:

- 1) Dean Olevsky gave a general reminder to the Department Chairs from the Chancellors Office to remind their faculty to finish all the online Trainings requested by CSU.
- 4) Dean Olevsky reported that Dean of Graduate Studies, Tracy Love, will be handling the PBAC TAs requests.
- 5) Dean Olevsky reported that the CoE and students will have a chance to participate in the 125th Anniversary.
- 6) Dean Olevsky announced that AVP of Academic Affairs, Stefan Hyman reported on the Evolution of Retention of First Year Students by category, i.e., URM, ethnicity, gender, scholarships, transfer students, international students.

3. Faculty Search Update

Dean Olevsky shared the following updates:

- 1) Dr. Supernak reported that the CCEE faculty search committees have been formed, chairs and Inclusive Representatives chosen. The advertisement is being prepared and the committees have done the BIE training.
- 2) Dr. Mi reported that the ECE faculty search committees have been formed and is in the process of choosing Inclusive Representatives. The draft of the advertisements is finalized and sent to HR.
- 3) Dr. Abraham reported that the ME faculty search committees have been formed, and chairs and Inclusive Representatives chosen. The advertisements are being prepared.

4. Impaction and Achievement Gaps

Assoc. Dean Ozturk shared the PowerPoint for the following update:

- 1) Presentation of Achievement Gaps of the number of undergraduate engineering students was presented in graphs comparing each department in the following areas: Impaction Courses, Major-Minority, Major-Premajor Status, Ethnicity & Pre-Major Status. Graphs comparing Engineering students by Ethnicity, Ranking Minority, Student Level-PreMajor, GPA Pre-Major Status versus Minority Status, Minority-Major Status, and Graduation Rates.

5. Summer 22 Program

- 1) Assoc. Dean Ozturk asked the chairs: regarding the modality of teaching from Summer 21 for Summer 22: Online, Hybrid or In-Person.
- 2) Assoc. Dean Ozturk suggested that some Summer 22 courses being offered online would be beneficial in enrollment numbers for the college.

6. Advising Update

Asst. Dean Garcia shared the following update:

- 1) November 18 from 9AM-12PM is the Provost Advising Forum.
- 2) Thanked the Chairs for inviting the Major Advisors to attend ME 190, CivE 100 and AE 123 classes to discuss the students Master Plans.
- 3) Advising Campaign Progress is going very well. There have been approximately 50 major advising appointments per day. The number of student visits to CSSE Advisors between 09/17 – 10/20 is 1488. Out of those visits 1192 are concerning Master Plans.
- 4) Asst. Dean Garcia is addressing the 120+ students who are still in Pre-major status.

7. GI 2025

Asst. Dean Garcia shared the following update:

- 1) MESA Tutoring started in early October and there have been 48 visits to the center. The tutoring courses are AE/ME 200, AE 340, CompE 270, CompE 271, and EE 310.
- 2) MESA is serving low-income, URM, etc. The center is holding University Seminars for FTF and new transfer students with research preparation, career development, and leadership development.
- 3) The Veteran Office started on 10/19 holding Office Hours in E-203E: Tuesdays 1PM-2PM and Thursday 9AM-10AM. The office also advises veteran students on VA Benefits.
- 4) On 10/21 at 1PM, CSSE is holding a Transfer Student Event as part of National Transfer Student Week called Conduction Chats. A panel of STEM transfer students will be in attendance.

8. Research Grants

Assoc. Dean Garoma shared slides for the following update:

- 1) The Research/Grant proposal submissions from 07/01/2021 – 10/19/2021 by department.
- 2) The dollar amount awarded by department passed 5M.
- 3) Assoc. Dean Garoma shared a Google Form to discuss with the EC for the faculty to fill out their Annual Faculty Activity Report in lieu of collecting updated CV's and using the Assigned Time portal.

10. JDP Program

Assoc. Dean Garoma shared the following update:

- 1) JDP Application is open from 10/01 – 12/15. The review of applications will start on 12/16.
- 2) UCSD online graduate applications open 01/20/2022 – 02/16/2022.

11. Master's Program

Assoc. Dean Garoma shared slides for the following update:

- 1) The Master's Program applications are open 10/01/2021 – 03/01/2022.
- 2) Assoc. Dean Garoma reported on Academic Reviews from Interim AVP Madhavi McCall of Office of Curriculum, Assessment and Accreditation. Interim AVP McCall reported that AR is not required for the undergraduate programs because of the current ABET review. However, the Master Programs' AR is required. The JDP Program will submit a Periodic Review Report.
- 3) The Master Programs template of the self-study report is due Spring 22 to Interim AVP McCall.

12. Important Dates

Fall 2021

November 5, 2021 (Fri) – 8:30am-1:00pm – **Engineering Dean's Advisory Board Mtg** – Virtual
November 9, 2021 (Tue) – 12:00pm-4:00pm – **Grad School Fair** – Scripps Cottage – In person
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** – Virtual
December 9, 2021 (Thu) – 1:30pm-2:30pm – **CoE Staff Mtg** – Virtual

14. Roundtable

Dean Olevsky update on MV Activities.

- 1) Nov. 01 – Nov. 03: He will be traveling to Georgia Tech University to tour their Innovation District.
- 2) Nov. 12: MV Meeting Update with Executive Committee, Provost Ochoa, and Interim VP for Research, Hala Madanat.

Dean Olevsky announced that all PowerPoint slides are due on October 29th to be added to the Dean's Advisory Board presentation.

Dean Olevsky announced the Fall Preview Day is scheduled virtually on November 6.

Having gone through all the items on the agenda, Dr. Mi moved, and Dr. Supernak seconded, and the meeting was adjourned at 4:12 pm.

Minutes submitted by Julie Smitherman, October 22, 2021