



SAN DIEGO STATE  
UNIVERSITY  
College of Engineering

## EXECUTIVE COMMITTEE MEETING MINUTES

Thursday, January 20, 2022  
2:00pm-4:30pm, Meeting to be held via Zoom

Attendees: Dean Olevsky; Drs. J. Abraham, P. Lu, C. Mi, J. Supernak; Assoc. Deans T. Garoma, Y. Ozturk, Asst. Dean T. Garcia, and J. Smitherman

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

1) Approval of 01/05/2022 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 01/05/2022 Executive Committee Meeting minutes.

2) University Administrative Meeting

Dean Olevsky shared the following updates from the ADC Meeting and DRI Retreat:

ADC Meeting

- 1) Dean Olevsky reported from the ADC meeting the Spring 2022 Enrollment Targets.
- 2) Dean Olevsky reported the CoE has reached 99% of their Spring 2022 Enrollment Target.
- 3) Dean Olevsky reported the CoE Spring 2022 course waitlists have been addressed and improved.
- 4) Dean Olevsky reported on the CSU Chancellors Plan on enrollment growth for all CSU campuses.
- 5) Dean Olevsky reported on the meeting with the Dean of Graduate Studies, Tracy Love, concerning TAships and a new classification, "Professors of Practice".
- 6) Dean Olevsky shared there will be a meeting with Provost Ochoa, AVP for Academic Affairs Financial Operations Mary Anne Kremicki, and Associate Dean Ozturk to review enrollment growth and associated costs.

DRI Retreat

- 1) Dean Olevsky reported from the DRI Retreat that Equipment Proposals have been submitted to DRI.
- 2) Dean Olevsky reported there is a draft proposal on a new program to support Post-doc students.

3) Faculty Searches Update

Dean Olevsky asked the chairs for Faculty Search updates:

- 1) Dr. Supernak reported there are approximately 130 applicants for the Environmental Eng. position and 18 applicants for the CCEE Chair position. The committee will start reviewing on 01/21/2022.
- 2) Dr. Mi reported there are 13 applicants for Digital Signal Processing and 53 applicants for Renewable Energy positions. The committee will start their review.
- 3) Dr. Abraham reported there are 93 applicants for Computational Mechanics, 69 applicants for Advanced Manufacturing and 47 applicants for Energy Storage position. The committee has started reviewing the applicants and will compile their short list for each search.

4) Research/Grant Update

Assoc. Dean Garoma shared the following updates:

- 1) Assoc. Dean Garoma shared Research Data on Proposal Submissions table for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-12/31/21), and FY 2022 (% of FY 2021) by department.
- 2) Assoc. Dean Garoma shared Research Data on the number of Awards for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-12/31/21), and FY 2022 (% of FY 2021) by department.
- 3) Assoc. Dean Garoma shared Research Data on the dollar amount Awarded for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-12/31/21), and FY 2022 (% of FY 2021) by department.
- 4) Assoc. Dean Garoma shared a comparison analysis graph of Active Grants (1 or more grants) during the periods 7/15/21, 11/30/21, 01/05/22, 01/19/22 by # PI's, Active Projects, Total Budget, and Available Balance.
- 5) Assoc. Dean Garoma shared a comparison analysis table for the PI's comparing Budget/Project, Active/PI, Total Budget/PI, and Available Balance/PI.
- 6) Assoc. Dean Garoma shared a graph of the Total Budget for PI's and calculated the average and median dollar amounts.

5) JDP Update

Assoc. Dean Garoma shared the following update:

- 1) Assoc. Dean Garoma shared that as of 01/20/2022 there are 80 JDP applicants.
- 2) Assoc. Dean Garoma shared the JDP review timeline:
  - Round 1 Review: 01/12/22 – 6 applicants have been recommended.
  - Round 2 Review: 01/21/22
  - Round 3 Review: 01/24/22
  - Round 4 Review: 02/04/22
  - Round 5 Review: 02/11/22

6) Master's Program Update

Assoc. Dean Garoma shared the following update:

- 1) Assoc. Dean Garoma shared for Fall 2022 there are 244 submitted applications.
  - 85 CA Residents
  - 159 Non-Resident or International
- 2) The deadline for applying for Fall 2022 is March 01, 2022.
- 3) Assoc. Dean Garoma shared the comparison to Fall 2021 applications. There were 200 applicants in Fall 2021. Out of the 200 applicants, 98 were CA Residents and 102 were Non-Resident or International students.

7) Faculty Activity Report Update

Assoc. Dean Garoma shared the following update:

- 1) Assoc. Dean Garoma reported that Dean Olevsky emailed the Faculty Activity Report Form to the department chairs on 01/06/22 to invite the faculty members of their departments to submit their Assigned Time Requests/Activity Reports for the next academic year before 02/18/22.

8) Advising Update

Asst. Dean Garcia shared the following update:

- 1) Asst. Dean Garcia shared the Fall 2021 Advising Campaign email was sent to 3592 students.
  - Date Range 09/17/21 – 11/30/21: There were 2450 appointments scheduled; of the 2450, 1670 students were directly related to the campaign.
  - Date Range 08/20/21 – 11/30/21: There were 2751 appointments scheduled; of the 2751, 1792 students were directly related to the campaign.

- Date Range 08/20/21 – 01/20/22: There were 3334 appointments scheduled; of the 3334, 1958 were directly related to the campaign.
- 2) Asst. Dean Garcia shared the Spring 2022 Campaign Plans.
    - Campaign 1: “120+PreMajors”, 01/14/22 – 05/15/22; cases launched by FASS; assigned to Asst. Dean Garcia.
    - Campaign 2: “90-119 PreMajors”, 01/19/22 – 03/04/22; CoE Major Advisors.
    - Campaign 3: “Engineering Advising”, 02/07/22 – 03/04/22; CoE Major Advisors will focus on students who did not respond to Fall 2021 Master Plan Campaign.
    - All Advisors (includes DR, BP, DG, and TMG) continue to see students not related to campaigns.
    - Peer Advisors support the advising team and continue to take virtual drop-ins.
  - 3) Asst. Dean Garcia shared the following action items.
    - Open communications among departments and assigned advisors.
    - Moving the Master Plan into a Digital Degree Planner.
    - Feedback from Department Chairs for advising improvement.

9) GI 2025 Update:

Asst. Dean Garcia shared the following update:

- 1) Asst. Dean Garcia shared the CoE Student Survey was launched on 01/12/22 to 3066 students. 155 students have responded. Asst. Dean Garcia has asked CESC to encourage students to participate in the survey.
- 2) Asst. Dean Garcia shared the Re-Enrollment Initiative.
  - FASS will contact students who have approximately 15 units left to graduation encouraging them to re-enroll at SDSU.
- 3) Archway Program
  - Starting Fall 2022, students from SDSU Imperial Valley will be able to take courses at SDSU that are not being offered at IV.
  - High enrollment from IV students is not expected for AY 2022/23; but departments need to consider in their course planning.
  - Point of Contact is IV Interim Dean, Mark Wheeler and IV Student Affairs, Henry Villages.

10) Undergraduate Program Update

Assoc. Dean Ozturk shared the following update:

- 1) Assoc. Dean Ozturk shared a table comparing the Fall 2021 Undergraduate: Applicant numbers, Admittance numbers, and Yield.
- 2) Assoc. Dean Ozturk shared a YTD comparison table of First Year student: Applicant numbers and Admit numbers by major in Fall 20, Fall 21, Fall 22 (as of 01/06/22).
- 3) Assoc. Dean Ozturk shared a YTD comparison table of Transfer student: Applicant numbers and Admit numbers by major in Fall 20, Fall 21, Fall 22 (as of 01/06/22).
- 4) Assoc. Dean Ozturk shared a YTD comparison table of the % Increase of Enrollment by major for First-Year student in Fall 20, Fall 21, Fall 22 (as of 01/06/22).
- 5) Assoc. Dean Ozturk suggested to improve student yields by increasing materials taught and create additional communications promoting CoE to external entities.
- 6) Assoc. Dean Ozturk shared the Summer Enrollment Target and Incentives.
  - Summer registration starts 03/01/22

11) Important Dates

Spring 2022

**February 15 (Tue)** – 11:00am-12:00pm – **CoE Faculty Meeting** - Virtual

**February 17 (Thu)** – 1:30pm-2:30pm – **CoE Staff Meeting** – Virtual

**April 26 (Tue)** – 11:00am-12:00pm – **CoE Faculty Meeting** – Bio Science Center

**April 28 (Thu)** – 2:30pm-3:30pm – **CoE Staff Meeting** – Dean's Conference Room

**May 4 (Wed)** – 9:00am-1:00pm – **Dean's Advisory Board Meeting** – Montezuma Hall and Virtual

**May 4 (Wed)** – 1:30pm-4:00pm – **CoE Senior Design Day** – Montezuma Hall

12) Roundtable

1) Asst. Dean Garcia shared that SSF is being facilitated through Student Affairs and Associated Students instead of the CoE this Spring 2022.

2) Dr. Abraham asked about the Academic Operations Guideline pertaining to Faculty Search interviews being offered virtually as well on campus.

2) Dean Olevsky reported that Senior Design Day is planned to be in-person on May 4. Dean asked the department chairs if they would like to add the team's electronic poster and project videos on the engineering websites.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 3:31 pm.

Minutes submitted by Julie Smitherman, January 21, 2022