

**EXECUTIVE COMMITTEE MEETING
MINUTES**

Wednesday, May 18, 2022
2:00pm-4:30pm, Meeting to be held via Zoom

Attendees: Dean E. Olevsky; Drs. J. Abraham, P. Lu, J. Supernak; Assoc. Deans T. Garoma, Y. Ozturk, Asst. Dean T. Garcia, Kate Carinder, and Julie Smitherman.

Excused: Dr. C. Mi

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

1. URAD Update

Kate Carinder, Senior Director of Development shared the following update:

1. College of Engineering has met and exceeded the goal of \$4M by more than 25%.
2. Development is utilizing the CoE website & social media to share success stories that in turn motivate others to give.
3. Faculty Endowments are the priority for the CoE Development team.
4. Development Director, Chris Larkin, will focus on raising funds for the ME Dept. as well as cultivating donors in the Orange County area, San Francisco Bay area, and from the Class of 1972 (50th Reunion).
5. The university is interested in having a Donor Reception following Design Day 2023.
6. Development planning has started for in-person events at Snapdragon Stadium.

2. Approval of 05/02/2022 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 05/02/2022 Executive Committee Meeting minutes with minor edits to # 6.5, # 11.1, and # 12.4.

3. University Administration Meetings

Dean Olevsky shared:

1. Dean Olevsky shared his 1:1 meeting with the Provost regarding the 2023/24 Hiring Process and Start-Up Funds policy.
2. Dean Olevsky shared the university held a Town Hall Meeting regarding the CSU Budget.
3. Dean Olevsky reported on the funding for the Student Success Center.
4. Dean Olevsky shared he will be attending the Commencement Ceremony at SDSU Georgia.

4. Faculty Searches Update

Dean Olevsky reported on the 2022/23 Faculty Searches.

1. Dean Olevsky shared that there was a total of 7 Faculty Searches for 2022/23.
 - a. (5) Assistant Professor searches: (4) Asst. Profs. have excepted, (1) failed search will carry over to 2022/23 Faculty Search.
 - b. (2) Senior Faculty position: (1) CCEE Chair position is in final offer stage. (1) DSP Endowed Chair position failed and will carry over to 2022/23 DSP Endowed Chair Search
2. Dean Olevsky shared the 2022/23 Faculty Proposal Positions will be sent to the Provost office before the 05/31/2022 deadline.
3. Dr. Supernak reported that CCEE has hired a new Department Coordinator who will start on 05/31/2022.

5. Design Day 2023

Dean Olevsky shared the following update:

1. Dean Olevsky thanked the EC Members and Julie for their participation in Design Day.
2. Dean Olevsky reported that the Social Media and Website advertising of Design Day benefited to the large number of visitors.
3. Dean Olevsky reported that this was the first Design Day that both the President and Provost visited.
4. Dean Olevsky reported that CoE Development received great feedback from the upper administration and would like to host a Donor Reception following 2023 Design Day.
5. Dean Olevsky would like to utilize the large screen projectors in Montezuma Hall to highlight Design Day Sponsors.
6. Assistant Dean Garcia asked if the college could track attendance with a sign-in sheet at the front doors.

6. Research/Grant Update

Assoc. Dean Garoma shared slides on the following:

1. Research Data table on Proposal Submissions for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-05/17/22). And FY 2022 (% of FY 2021) by department.
2. Research Data table on the number of Awards for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-05/17/22), and FY 2022 (% of FY 2021) by department.
3. Research Data table on the dollar amount Awarded for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-05/17/22), and FY 2022 (% of FY 2021) by department.

7. JDP Program Update

Assoc. Dean Garoma shared slides the following:

1. Comparison analysis table of F2021 and F2022 of New CA Doctoral seeking students by number of Applications, Admits and Intent to Enroll by Master's Programs.
2. Comparison analysis table of F2021 and F2022 of New Non-Resident and International Doctoral seeking students by number of Applications, Admits and Intent to Enroll by Master's Programs.
3. Comparison analysis table of F2021 and F2022 of New Doctoral - All Residency seeking students by number of Applications, Admits and Intent to Enroll by Master's Programs.

8. Master's Program Update

Assoc. Dean Garoma shared slides on the following:

1. Comparison analysis table of F2021 and F2022 of New CA Residents students seeking Master's Degree by the number of Applications, Admits and Intent to Enroll by department.
2. Comparison analysis table of F2021 and F2022 of New Non-Residents & International students seeking Master's Degree by the number of Applications, Admits and Intent to Enroll by department.
3. Comparison analysis table of F2021 and F2022 of All Residency students seeking New Master's Degree by the number of Applications, Admits and Intent to Enroll by department.

9. Keystone Education Group

Assoc. Dean Garoma shared the following on Keystone Education Group opportunity:

1. The university signed a one-year service agreement with Keystone that will promote the CoE Master's and JDP Programs globally using their digital platform to attract applicants as they search online.
2. The team at Keystone will create a profile for each of the Master's and JDP programs.
 - a. Keystone will need information from each department on each program.
 - b. Once profile pages are created, each Graduate Advisor and Dept. Chair will be granted access to monitor the metrics about the promotion and student leads.
 - c. Graduate Advisors and Dept. Chairs will have access to prospective students' names, email addresses, etc.

3. Keystone has multilingual optimization in 33+ languages across global search engines including Google, Baidu, Bing, and Yandex.
4. Keystone can use Geo-Targeting (India, Middle East (Kuwait, Saudi Arabia, UAE, and Qatar)) to promote CoE programs.

10. Summer Session 2022 Update

Assoc. Dean Ozturk shared that some Summer Session 2022 courses with low enrollment numbers have been cancelled.

11. Advising Update

Asst. Dean Garcia shared slides on the following updates:

1. Asst. Dean Garcia is reviewing the 40+ applications for the available Advising Position.
2. CSSE is preparing new documents that will benefit the advising team.
 - a. Impaction Card with Transfer information.
 - b. Prerequisite 'card'.
 - c. Uniform Master Plan for all departments.
3. The floorplan of E-221 has been updated with new numbering to include the advising office spaces.

12. GI 2025 Update

Asst. Dean Garcia shared the following update:

1. Asst. Dean Garcia shared the concerns about Transfer Students who apply under other majors with the intent to change into engineering majors.

13. Important Dates

Summer 2022

Summer Session 1 – May 24 – July 6

Summer Session 2 – July 5 – August 17

Fall 2022

August 18 (Thu) – 1:00pm-4:30pm – **CoE Retreat** – Templo Mayor, Conrad Prebys Student Union

August 19 (Fri) – 6:30pm-8:30pm – **CoE Gathering** – Tom Ham's Lighthouse

14. Roundtable

Julie Smitherman informed the EC that the next EC Meeting will be on 06/15/2022.

Dr. Supernak shared his ASCE Service Award for serving the student chapter for 30 years.

Dean Olevsky shared that the DEI Committee is not included in the current CoE Bylaws, and that a DEI Committee description is to be included in the updated CoE Bylaws.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 3:35 pm.

Minutes submitted by Julie Smitherman, May 19, 2022.