

**EXECUTIVE COMMITTEE MEETING
MINUTES**

Wednesday, August 3, 2022
2:00pm-4:30pm, Meeting to be held via Zoom

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

Excused: Drs. C. Mi, J. Supernak.

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

1. Approval of 07/20/2022 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 07/20/2022 Executive Committee Meeting Minutes with an edit to Section 1.

2. University Administration Meetings

Dean Olevsky shared the following update from the ADC Meeting:

ADC Meeting:

1. Dean Olevsky shared the CSU process to determine new Faculty Salaries.
2. Dean Olevsky reported there is a new template/form to negotiate hiring new Faculty.
3. Dean Olevsky shared the CSU Letter of Recommendations policy.
4. Dean Olevsky reported on the new TA & GAs' benefits.
5. Dean Olevsky reported on the Fall 2022 Enrollment target numbers.
6. Dean Olevsky shared the Provost will be hosting a Research Planning Meeting in October covering the CoE Strategic Plan and Research Development.
7. Dean Olevsky updated on the universities Special Committee on Surveying of Space in the university.

3. Research/Grant Update

Assoc. Dean Garoma shared the following slides:

1. Graph on Disclosures, Patent Applications filed, and Patents Issued (FY 2018-2022) by Engineering and Others.
2. Graph on Scopus Group H-Index dates: 07/02/2021, 01/21/2022 and 07/18/2022 by department.

4. JDP Program Update

Assoc. Dean Garoma shared the following slide:

1. Assoc. Dean Garoma shared the Engineering JDP – Stipend, Health Insurance, Etc.
 - a. The stipend rate for Engineering JDP students is \$23,376
 - b. The CGS is recommending increasing the stipend to \$30k.
 - c. CoE recommends increasing stipend to \$25K.
 - d. Some faculty members are hiring students on rates higher than \$25k on their grants.
 - e. GSHIP for domestic students is on pause for 2022-23 AY. International Anthem Student Advantage Insurance program is not impacted by the pause.
 - f. All graduate students are strongly encouraged to secure health insurance for 2022-23 AY.

5. Master's Program Update

Assoc. Dean Garoma shared the following slide:

1. Assoc. Dean Garoma shared that Master's students hired as TA's will get a partial basic tuition waiver.

6. Undergraduate Program Update

Assoc. Dean Ozturk shared the following update:

1. Assoc. Dean Ozturk shared a table of students by majors who are currently being affected by the GEAR requirements.
2. Assoc. Dean Ozturk shared the WPA requirement has been removed.
3. Data table of the Fall 2022 Enrollment numbers.
4. Data table comparing non-local transfer students to local transfer students who are in the major vs pre-major by:
 - a. The number of students.
 - b. The percentage of students.
 - c. Students per SDSU College.
5. Data table example of transfer courses being taught at Cuyamaca College.

7. Advising Update

Asst. Dean Garcia shared slides on the following updates:

1. Asst. Dean Garcia shared charts of the Summer 2022 Advising Activity; Number of Advising Appointments from 05/25/2022 – 08/03/2022.
2. Asst. Dean Garcia shared a graph of New Student Orientation numbers.
 - a. 12/17 NSO sessions have been completed.
 - b. 282 New Transfer students registered for NSO.
 - c. 611 First-Year students registered for NSO.
3. Asst. Dean Garcia shared course registration problems students are facing.
4. Asst. Dean Garcia shared the Fall 2022 Advising Plans:
 - Advisor/Department Staff Meeting 08/16/2022 from 9am-11am.
 - CSSE Open House 09/20/2022 from 9am – 2pm on the EIS Walkway.

8. GI 2025 Update

Asst. Dean Garcia shared the following update:

1. Asst. Dean Garcia updated Fall 2022 Tutoring program that is facilitated by MESA.
 - a. Focus on high challenge courses to help reduce achievement gaps.
 - b. Various tutoring methods of student support: small groups, drop-ins, and hybrid.
 - c. Faculty partnerships:
 - Recommending high achieving students to become tutors.
 - Encourage/recommend tutoring to struggling students to attend tutoring sessions.
 - Include academic support resources in course syllabi.

9. Important Dates

Summer 2022

Summer Session 2 – July 5 – August 17

Fall 2022

August 18 (Thu) – 10:00am-11:15am-**SDSU All-University Convocation- Montezuma Hall,**
Conrad Prebys Student Union

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

August 22 (Mon) – **First day of Classes**

10. Roundtable

Dean Olevsky updated the GVAR requirements.

Dean Olevsky and Assoc. Dean Garoma shared the MS Engineering programs Compliance with 1071. Assoc. Dean Garoma shared the Safety Training Instructional Courses involving hazardous materials (SU 2021, F 2021, S 2022 data) in the CoE and the training requirements.

- a. Instructional courses involving student use of hazardous materials are required to provide safety training to all enrolled students.
- b. EHS created a Canvas Training Module *named Hazardous Material and Equipment in Instructional Courses* to full fill this training requirement.
- c. EHS is providing a link to instructors to import the module into their courses.
<https://bfa.sdsu.edu/safety/ehs/training>

Asst. Dean Garcia inquired about the advising structure at SDSU Global Campus and Global Campus confirmed that Global Campus Advising is handled through Global Campus and not the Academic Colleges.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 3:47 pm.

Minutes submitted by Julie Smitherman, August 5, 2022.