

**EXECUTIVE COMMITTEE MEETING
MINUTES**

Thursday, November 03, 2022
9:30am-12:00pm, Meeting to be held via Zoom

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

Dean Olevsky called the meeting to order at 9:33 am.

1. Approval of 10/19/2022 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 10/19/2022 Executive Committee Meeting Minutes with minor edits to 11.1.

2. University Administration Meeting Update:

Dean Olevsky shared the following update from the Dean's Development Committee Meeting:

1. Dean Olevsky shared the update on the stewardship of Endowed Chairs and Professorships.

Dean Olevsky shared the following update from the ADC Meeting:

1. Dean Olevsky shared preliminary information on the preparation of "Guiding Principles of Academic Affairs".
2. Dean Olevsky shared the Academic Affairs' methodology on awarding Sabbaticals.

3. College Strategic Plan Update

Dean Olevsky shared the following update:

1. Dean Olevsky stated that the draft of the CoE Strategic Plan will be sent to the EC for additional comments and edits.
2. Dean Olevsky shared the update on Equipment and Supplemental Funds for AY 2022/2023.

4. Research/Grant Update

Associate Dean Garoma shared the following slides:

1. Research Data table on Proposal Submissions from T/TT for 2022/23 AY. Including the # of Proposals in FY 2022, FY 2023 (as of 11/02/2022) and FY 2023 (% of FY 2022) by department.
2. Research Data table on # of Awards from T/TT for 2022/23 AY. Including the # of Awards in FY 2022, FY 2023 (as of 11/02/2022) and FY 2023 (% of FY 2022) by department.
3. Research Data table on \$ of Awards from T/TT for 2022/23 AY. Including the \$ of Awards in FY 2022, FY 2023 (as of 11/02/2022) and FY 2023 (% of FY 2022) by department.
4. Graph comparing Active Grants of the # of PI's, # of Projects, Total Budget \$, and Available Balance \$ on dates: 07/05/21, 11/30/21, 01/05/22, 03/23/22, and 11/02/22.

5. JDP Program Update

Assoc. Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared that Applications for the JDP Program is open for Fall 2023. Submission deadline is 12/15/2022.
2. Assoc. Dean Garoma shared that the *JDP Symposium* will be held on 12/02/2022 at 3:30pm in the Zip Launchpad EIS-103 and EIS Courtyard.

6. Master's Program Update

Assoc. Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the feedback and ideas from the *Grad Coffee Hour with the Dean* regarding enrollment numbers in the Master's Program.

- Coordinate with faculty members to promote the graduate program in high enrollment junior and senior courses.
- Coordinate with student organizations leaders to share information.
- Have current graduate students talk with undergraduate students.
- Share the benefits for undergraduate students in their last semester, that they can enroll and reserve up to nine-units of (500-level & 600-level) to be counted towards their graduate program course requirements.

7. Undergraduate Programs Update

Assoc. Dean Ozturk shared the following update:

1. Assoc. Dean Ozturk shared *AB-928: Student Transfer Achievement Reform Act of 2021*. AB-928 will reduce GE requirements by 3-units.
2. The benefit for the CoE: Introduce a 3-unit course/lab course to bring graduation requirement units up to 120.

8. Advising Update

Asst. Dean Garcia shared the following update:

1. Asst. Dean Garcia shared the Master Plan Assignment in 1st year classes.
 - Preliminary information shows >80% of students have a MP on file and met or communicated with major Advisors.
 - Emphasis in class has helped with the results.
 - E101 classes have reinforced MP Assignment in department classes.
2. Asst. Dean Garcia shared the change of Major Process.
 - University Registrar will move forms online, like RAARs and 3rd Repeat requests.
 - Will no longer be initiated by students; Major Advisors will submit with approval of Dept. Chair.
 - Students are required to meet with Major Advisor in new major.
 - CoE Internal Approval Process: AE & ME – processed by department; CCEE & ECE – processed by Major Advisors.

9. GI 2025 Update

Asst. Dean Garcia shared the following update:

1. Asst. Dean Garcia shared the student's comments from *The Coffee with the Dean* that took place on 11/02/2022.
 - All senior students attended
 - Reduced Hands-on opportunities in current curriculum.
 - Challenges with access to Machine Shop.
 - Idea: Partnership with maker space(s).
2. Asst. Dean Garcia shared the *Conduction Chat Series First-Generation Success Panel* will be held on 11/08/2022 featuring panelist, Dr. Joaquin Camacho, Assistant Professor of Mechanical Engineering.

10. Important Dates

Fall 2022

- **November 4 (Fri) Hybrid** – 8:30am-1:00pm- **Dean's Advisory Board** – Templo Mayor, Aztec Student Union.
- **November 5 (Sat)** – 11:00am-12:00pm – **SDSU Fall Preview Day** – Virtual.
- **November 30 (Wed)**-10:30am-11:30am- **CESC Coffee with the Dean** – Dean's Conference Room E-203E.
- **December 2 (Fri)** – 3:30pm-5:00pm – **CoE JDP Research Symposium** – TBD.
- **December 5 (Mon)** – 11:30am-1:00pm – **CoE Holiday Lunch** – Garden Restaurant, Cuicacalli Hall.
- **December 6 (Tue)**–11:00am-12:30pm –**CoE Faculty Meeting**–Gold Auditorium, Bio Science Center.

- **December 8 (Thu)**–1:30pm-2:30pm – **CoE Staff Meeting** – Dean’s Conference Room E-203E.

11. Roundtable

No Roundtable additions.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 12:02 pm.

Minutes submitted by Julie Smitherman, November 08, 2022.