

**EXECUTIVE COMMITTEE MEETING  
MINUTES**

Wednesday, January 04, 2023  
2:00pm-4:30pm, Meeting to be held via Zoom

Attendees: Dean E. Olevsky; Drs. J. Abraham, P. Lu, S. Sharma, D. Zhao; Assoc. Dean T. Garoma, and Julie Smitherman.

Excused: Assoc. Dean Y. Ozturk, Asst. Dean Garcia.

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

1. Approval of 12/13/2022 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 12/13/2022 Executive Committee Meeting Minutes with a minor edit to 5.1.

2. University Administration Meeting Update

Dean Olevsky shared the following update from the ADC Meeting:

1. Vice Provost of Academic Affairs, William Tong, is arranging meetings with the CoE Dean, Associate Dean's and selected Chairs on January 6 and 23 to review the Brawley STEM Building plans with the architects.

Faculty Lines update:

1. Dean Olevsky asked the department chairs to identify office and lab space options.

Enrollment update:

1. Dean Olevsky shared Stefan Hyman's report on the University and CSU enrollment status.
  - SDSU has exceeded its enrollment targets and the Fall 2023 application submissions have increased.
  - CSU overall has had a decline in enrollment numbers.
2. Dean Olevsky asked the chairs to submit to him justifications for waitlists in specific high-waitlist courses by January 11, 2023.
3. Dean Olevsky announced that SDSU Explore is scheduled for April 15, 2023.

Course Modality update:

1. Dean Olevsky shared AA guiding principles on the course modality policy.
2. Dean Olevsky shared AA guiding principles on the policy on courses with Low-Enrollment.

3. Research/Grant Update

Associate Dean Garoma shared the following slides:

1. Research Data table on # of Proposal Submissions from T/TT for 2022/23 AY. Including the # of Proposals in FY 2022, FY 2023 (as of 01/03/2023) 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 01/03/2023) 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 01/03/2023) and FY 2023 (% of FY 2022) by department.

4. JDP Program Update

Associate Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared that the review process of JDP applicants will begin the second week of January 2023.
  - Application submission deadline - 12/15/2022.
  - Document completion date - 01/12/2023.
  - Applications submitted for Fall 2023

- BIO – 3 (1 complete)
- ECE – 29 (2 complete)
- MAE – 63 (8 complete)
- ST – 8 (1 complete)
- TOTAL – 103 (12 complete)

5. Assigned Time for Research – Data Collection Update

Assoc. Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the new shortened Google Form for collecting data for Assigned Time for Research based on the SDSU College of Engineering Assigned Time Policy.

6. Undergraduate Update

Dean Olevsky reported for Assoc. Dean Ozturk the following slides:

1. SDSU Year-to-Date Enrollment Data table comparing Spring 2021, Spring 2022, and Spring 2023 by colleges. The table included the Target numbers & % to Target, and % to Census for Spring 2021 & Spring 2022.
2. CoE Transfer Admission table on # of Transfer students who Applied (Fall 2022 & Fall 2023), Admitted (Fall 2022), Enrolled (Fall 2022), and Target # (Fall 2023) by major.
3. CoE FTF & Transfer Admission table comparing the # of students in Fall 2022 and Fall 2023.
4. Table of Spring 2022 CoE Waitlisted Courses and the number of students by departments.

7. Important Dates

Spring 2023

- **January 17 (Tue) – First Day of Spring Semester**
- **January 18 (Wed) – First Day of Classes**
- **February 14 (Tue)–11:00am-12:30pm –CoE Faculty Meeting–Gold Auditorium, BioScience Center**
- **February 16 (Thu)–1:30pm-2:30pm – CoE Staff Meeting – Dean’s Conference Room E-203E**
- **April 15 (Sat) - Explore SDSU**
- **April 25 (Tue) - 11:00am-12:30pm –CoE Faculty Meeting–Gold Auditorium, BioScience Center**
- **April 27 (Thu) 1:30pm-2:30pm – CoE Staff Meeting – Dean’s Conference Room E-203E**
- **May 3 (Wed) – 9:00am-1:00pm – Dean’s Advisory Board Meeting – Templo Mayor**
- **May 3 (Wed) – 1:30pm-4:00pm – Design Day – Montezuma Hall**

8. Roundtable

No Roundtable updates.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 3:28pm

Minutes submitted by Julie Smitherman, January 5, 2023.