



SAN DIEGO STATE  
UNIVERSITY

COLLEGE OF ENGINEERING

## EXECUTIVE COMMITTEE MEETING

### *Minutes*

Thursday, September 5, 2013, 9:30am  
Dean's Conference Room

**Present:** Dean D. Hayhurst; Drs. M. Mehrabadi, N. Nosseir, L. Tummala, K. Walsh; Mr. L. Hinkle, Mr. D. Irwin, and Ms. K. Young

**Absent:** Dr. B. Westermo

**Guest(s):** Brittany Whiting

**Call to Order:** The meeting called to order at 9:39am.

- 1. Export Control:** Brittany Whiting, Export Control Liaison for San Diego State University Research Foundation attended the meeting to conduct a presentation on export control as it pertains to Engineering. Ms. Whiting discussed US government regulated/restricted items that may be in use and the licensing requirements associated. Concerns were foreign national students working in labs amongst proprietary industry-sponsored research and faculty/staff international travel with university property (laptops, etc.) Department chairs agreed to have Ms. Whiting meet with their faculty to discuss further and be advised on specifics.
- 2. Approval of Minutes:** Minutes of the May 30, 2013 meeting were reviewed and approved.
- 3. 2013/14 One-Time Staff Development Funds:** Dean Hayhurst distributed the 2013/14 Staff Development Allocation Report. He asked the committee to provide a list of proposed training sessions for the staff to attend by next month's meeting on October 3rd.
- 4. Monty Nominations:** The committee discussed two possible candidates for nomination for the Alumni Monty Awards.
- 5. ARCS Scholarship Application:** The committee discussed the ARCS Scholarship. Dean Hayhurst explained that the ARCS Foundation advances science and technology in the United States by providing financial awards to academically outstanding U.S. citizens studying to complete degrees in science, engineering and medical research. Engineering is often informed of the yearly application process late and Mr. Hinkle will speak to Cathy Adkins about getting the information in a timely manner moving forward.
- 6. SDSU NewsCenter:** Dean Hayhurst briefly mentioned the NewsCenter and invited the department chairs to make contact if they want to be an expert or want to report interesting research, student organizations, standout students, etc.

7. **Faculty Budget:** Mr. Irwin discussed the projected permanent and projected instructional faculty budgets. He reported that there is a structural deficit in the faculty budget due to a faculty member going out on FERP and salary increases for a few faculty members. Dr. Walsh asked for projections for other budgets, non-instructional and supplies and services. Mr. Irwin stated that he will have a conservation projection in a week or two. Mr. Irwin also discussed new faculty hires and provided a report detailing the costs associated with hiring new faculty (using CCEE's new hire as an example).
8. **Enrollment:** Mr. Irwin discussed enrollment growth and provided an enrollment summary report with a breakdown by department. Dr. Walsh asked if there is a penalty for exceeding target. Mr. Irwin stated that there was not.
9. **Honorary Degree Proposals:** Dean Hayhurst requested proposals for honorary degrees. He stated that the candidates are more powerful when they are graduates of the university but that it was not a requirement. He also mentioned that the university likes to see someone with a national profile in leadership. The committee was asked to provide some names by the next meeting on September 18<sup>th</sup>.
10. **Academic Dean's Council:** Nothing to report.
11. **Roundtable:**
  - Mr. Irwin informed the chairs that all VPAA numbers from last year cannot be used and need to be cancelled and reissued; a new number is needed for 2014/15 hires.

**Adjourned:** The meeting adjourned at 11:05am.