



SAN DIEGO STATE
UNIVERSITY

COLLEGE OF ENGINEERING

EXECUTIVE COMMITTEE MEETING

Minutes

Thursday, October 17, 2013, 10:15am
Dean's Conference Room

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

Absent: Dr. N. Nosseir

Guest(s): None

Call to Order: The meeting called to order at 10:21am.

1. **Approval of Minutes:** Minutes of the September 19, 2013 meeting were reviewed and approved.

2. **Academic Dean's Council:**

- There was a discussion regarding courses with D's, F's, and W's. The Upper & Lower Division Gatekeeper Course Report was reviewed. In order to appear on the report more than 10% of the class has received a D, F, or W. Provost Marlin mentioned that there are statements in the Faculty Handbook about faculty giving too many D's, F's, and W's. Dean Hayhurst advised department chairs to investigate further.
- A notification was given regarding an upcoming upgrade to campus network facilities. Engineering will be affected Sunday, November 24th from 8am-5pm.
- Vice President Welter requested letters to prospective students for graduate programs. A list of programs was provided.
- Un-awarded scholarships were discussed. The College of Engineering has awarded 80% of the funds allocated for scholarships.
- An update on the opening of the new student center was discussed; anticipated grand opening is January 2014. Mr. Irwin reported that the College of Engineering is at the top of the waitlist for Design Day for Spring 2014 in the new student center ballroom. Dr. Walsh reported that CCEE is on the waitlist for their gala in the Spring as well.
- Impaction was discussed. Students that are undeclared yet have a significant number of credit hours cannot seem to get over the impaction bump in order to get into engineering. Dean Hayhurst stated that they need to be advised to move on to another major. Mr. Hinkle stated that he tells students that are in this situation to speak to faculty advisors.

3. **Conference Rooms & Issuing Keys:** Dean Hayhurst discussed adhering to university policies relating to issuing keys to students for rooms, as well as SMART classroom consoles, etc. New guidelines were reviewed and agreed upon. There was also discussion about transferring all College of Engineering conference rooms to an electronic scheduling system (Google Calendar) and making the scheduling accessible to department coordinators. All approved.

4. **Dean's Advisory Board (Faculty Showcase)**: Scheduled for Thursday, November 21st at 7:30am-11:30am. Dean Hayhurst asked department chairs for a recommendation for a project that would be of general interest. Chairs to provide names at next meeting.
5. **Northrop Grumman Talk**: Frank Flores, VP of Engineering at Northrop Grumman is scheduled for an on-campus presentation on unmanned systems on Thursday, November 21st 9am-10am in the BioScience Center Gold Auditorium. Dean Hayhurst encourages all faculty to invite students to attend.
6. **Sabbatical Allocations**: Dean Hayhurst reported that there are a minimum of two (2) sabbatical allocations this year.
7. **Senate Excellence in Teaching Award**: Nominations are due by November 15th and awarded in Spring 2014. Dean Hayhurst asked department chairs to discuss with faculty and provide names of possible nominees at next meeting.

Adjourned: The meeting adjourned at 11:02am.