

**Executive Committee Meeting  
Minutes**  
Wednesday, June 22, 2016  
2:00pm, E-203 Dean's Conference Room

**Present:** Dean M. Mehrabadi, Drs. A. Plotkin, J. Supernak; Theresa Garcia and Marcie Morihoro

**Absent:** Drs. C. Mi (conference) and J. Abraham (vacation)

Dean Mehrabadi called the meeting to order at 2:01pm.

1. **Approval of 6/8/16 Executive Committee Meeting Minutes**

The 6/8/16 Executive Committee Meeting minutes will be e-mailed for approval.

2. **“Towards 120-Unit Curriculum” Proposals Revisions**

The Dean sent an e-mail to the Curricunet Team (Stephanie Samuels, Greg Wilson, *et al.*) to find out the status of the Engineering 120-unit curriculum proposals and why they have not moved to the next level of approval. Subsequently, Stephanie Samuels emailed back comments that the Team would like Engineering to address in the proposals that were submitted. Dean Mehrabadi asked the Team to allow Civil and Construction to submit late proposals along with the AE and ME proposals, and the Curricunet team approved the request. Dean Mehrabadi suggested that a representative from each of the above Departments work on and finalize the proposal submissions. [6/24/16 Update: Dr. Allen Plotkin will serve as AE representative and per Dr. Supernak, for Civil and Construction, Drs. Julio Valdes and Thais Alves will serve as representatives.]

3. **2016-17 Faculty Line Requests**

The Dean announced that in addition to the four faculty searches that have already been approved: 1) CCEE: CEM Endowed Chair; 2) CCEE: Blue Gold Area of Excellence; 3) ECE: Circuit Design; and 4) ME: Smart Health Institute Area of Excellence, the Provost has approved two more positions for the College next year. Considering the College's constraints and priorities, these positions are allocated to AE and ME.

In addition, to address the campus commitment to diversity, the Provost has allocated an additional four faculty hires to be distributed university-wide to qualified candidates identified in searches who meet the criteria described in the memo that the Dean distributed. A summary of the process is as follows:

Faculty search committees identify qualified, semi-finalist/short-listed applicants who meet two or more of the criteria. They will then submit a one-page nomination form to the Office of Faculty Advancement by December 15, 2016. A strategic plan working group will meet to review and rank the top ten nominees. If a nominee is identified as a potential BIE (Building on Inclusive Excellence) hire, the department may continue with its regularly allocated search and accept the additional BIE hire, bank the regularly allocated search for a future year and accept the BIE hire, or continue with its regularly allocated search and reject the BIE hire. Receiving a BIE hire does not “count” against departments or colleges in future years’ hire allocation deliberations.

The Dean distributed a memo (emailed later) to the Executive Committee which contained more details. Additional information and nomination forms will be available on the Faculty Advancement website after July 1, 2016. Questions should be directed to the Office of Faculty Advancement: 594-6111.

4. **Draft of CoE Information Brochure**

Marcie Morihira handed out the first draft of the CoE Information Brochure. The Committee members present will inform Marcie of any edits/updates by end of day Thursday, June 30, 2016. An updated version of the brochure will be distributed at the July 6, 2016, Executive Committee meeting for review and further discussion.

5. **Engineering Scholarships**

Theresa Garcia informed the Department Chairs that they will be designated as the Selection Committee Chair for their respective Department scholarships. Theresa will ask the Scholarship Office to update the USMS system to reflect this. The Department Chairs can then have the Department Awards Committee or other designee(s) of choice to review the applicants and make selections (along with alternate selections, in the event that the top candidate(s) do(es) not satisfy all the requirements for a scholarship and is disqualified) for receiving each of the scholarships..

6. **Faculty/Staff Retreat – Mon, August 22, 2016, 8:30am-1:00pm – Bioscience Gold Auditorium**

7. **Engineering Gathering – Mon, August 22, 2016, 5:30pm-7:30pm – Gordon Biersch Restaurant**

8. **Engineering Advisory Board Meeting – Fri, November 4, 2016, 8:30am-1:30pm - ASU, Temple Mayor Conference Room**

9. **2017 Engineering Advisory Board Meeting – Wed, May 3, 2017 – 8:30am-1:30pm – ASU Temple Mayor Conference Room**

10. **2017 Engineering Design Day – Wed, May 3, 2017 – 1:30pm-3:30pm – Montezuma Hall**

11. **2017 Senior Banquet – Thu, May 4, 2017 – 5:30pm-7:30pm – PPG Alumni Center**

12. **6/15/16 (ADC)**

The Dean will give an update on the ADC when all Executive Committee members are present at the 7/6/16 Executive Committee Meeting.

13. **Roundtable**

No items were brought up for discussion during the Roundtable session.

Having gone through all the items on the agenda, Dr. Janusz Supernak moved, Dr. Allen Plotkin seconded and the Committee unanimously agreed to adjourn the meeting at 3:41pm.

Submitted by Marcie Morihira, June 24, 2016.