



SAN DIEGO STATE  
UNIVERSITY  
College of Engineering

**EXECUTIVE COMMITTEE MEETING  
MINUTES**

November 16, 2016  
2:00pm, Dean's Conference Room

Attendees: Dean Mehrabadi, Drs. J. Abraham, P. Lu, C. Mi; Theresa Garcia and Marcie Morihiro  
Excused: Drs. Eugene Olevsky (Thesis Defense at UCSD), Janusz Supernak (Conference in Spain)

Dean Mehrabadi called the meeting to order at 2:05pm

1. **Approval of 11/2/16 Executive Committee Meeting Minutes**

All members present unanimously approved the 11/2/2016 minutes.

2. **Strategic Planning and Future Direction for Research – Dean Mehrabadi**

The Dean received all of the Department contributions and will send a final one-page summary to the Provost after consulting with the Associate Dean for Graduate Studies and Research. The Dean will pare down the Department descriptions into several impactful sentences and he is considering choosing one priority from each Department.

3. **Assigned Time, Cost Share and Supervisory Units – Dean Mehrabadi**

To assist faculty who commit their assigned time for cost sharing, and for consistency in reporting assigned time across the College, the Executive Committee members present suggested that Weighted Teaching Units (WTUs) and Supervisory Units be reported separately. The Research Foundation has traditionally considered only WTUs and not the Supervisory Units for cost-sharing purposes. It was also noted that the Chairs can only manage the WTUs but not the voluntary units.

4. **Engineering Space Inventory – Dean Mehrabadi & Marcie Morihiro**

Marcie Morihiro reminded Department Chairs to send her an e-mail regarding how the Faculty would prefer the space inventory to take place for their respective laboratories and offices. Dr. Lu updated the Committee that the AE Department Faculty want the Facilities Planning Staff to make an appointment time to enter their offices and labs for taking pictures.

5. **Power Outage Update – Marcie Morihiro**

Marcie Morihiro updated the Committee that the power outage dates have been changed to 12/31/16; 1/1/2017; 1/2/2017, times have not been confirmed. Facilities Planning is to be sending out an official e-mail with the date change which Marcie will forward on to all Faculty and Staff.

6. **CoE Student Enrollment & ASIR – Theresa Garcia**

Theresa Garcia showed the Committee useful information that can be found on the Analytic Studies & Institutional Research (ASIR) website, including:

- 1) Enrollment Profile – Much of this is user interactive and the New Student Profile Enrollment gives statistics on the number of Engineering men, women, enrollment trends, etc.
- 2) Graduation Rates – If you log into this page, you can actually see graduation enrollment by Departments. Theresa informed the Chairs that they should contact Jeanne Stronach, ASIR Director: [jstronac@mail.sdsu.edu](mailto:jstronac@mail.sdsu.edu), to see if they are eligible to obtain a username and password for ASIR. The Dean mentioned three ways that we can increase our 4-year graduation rates: 1) Continue to push

students who have been in the major for a long time to graduate; 2) continue to push the 120-unit proposals; and 3) move students into the Undeclared major who have been in pre-major for a long time.

3) Program Migration Dashboard – This graph shows where students initially declared their majors and the majors that they eventually ended up in at the time of their graduation.

7. **Follow-up to CoE Response to DFW Report – Theresa Garcia**

Theresa Garcia handed out a copy of the DFW report that she submitted and thanked Chairs for submitting information early. Only (7) Engineering courses were of concern, and (3) of these had a decrease in DFW rates and only (4) with high DFW rates.

Dr. Abraham mentioned that in the last ME Department meeting, it was noted that in the SDSU General Catalog the average grade is stated to be C for undergraduates (p.471) which means that we do need DFW's to keep an average grade of C. The Dean pointed out that only courses with unusually high rates of DFW are of concern. And that the percentage of DFW in Engineering courses on the distributed list are not as high as some other courses on the comprehensive list reported by the Undergraduate Studies Division.

8. **2016-17 CoE Important Dates to Remember:**

- **Dec 6, 2016 (Tue)** – 11:00am-12:00pm – **CoE Faculty Meeting** – Gold Auditorium, Bioscience Center
- **Dec 13, 2016 (Tue)** – 11:30am-1:00pm – **CoE Holiday Luncheon– Cuicacalli Private Dining Room**
- **Mar 18, 2017 (Sat)** – 8:00am-2:00pm - **Explore SDSU**
- **May 3, 2017 (Wed)** – 8:30am-1:30pm – **Spring 2017 Engineering Advisory Board Mtg** – Aztec Student Union Center, Templo Mayor Conference Room
- **May 3, 2017 (Wed)** – 1:30pm-3:30pm – **2017 Engineering Design Day** - Aztec Student Union Center, Montezuma Hall
- **May 4, 2017 (Thu)** – 5:30pm-7:30pm – **2017 Senior Banquet** – PPG Alumni Center
- **May 13, 2017 (Sat)** – 5:30pm-7:30pm – **2017 Engineering Commencement** – Viejas Arena

10. **11/2/16 – Dean's Development Council (DDC) & Academic Dean's Council (ADC)**  
**DDC**

1) SDSU Campaign – Mary Ruth Carleton, VP for University Relations & Development, informed the DDC that the Campaign for SDSU has reached the \$750M mark. Before June 30, 2017, they will continue the campaign and will hopefully hit \$800M. In April 2017 there will be a celebration for the Campaign.

2) Monty Awards – This is the award that the Colleges give to Alumni that have done something outstanding. In recent years the attendance has dropped and this year the University may combine it with the 120<sup>th</sup> anniversary of SDSU. Aztec Proud cowls will be placed on buildings for the 120<sup>th</sup> Anniversary.

3) The Great Give - Dan Montoya, Assistant VP of Alumni Engagement announced that \$131K was raised from the October 25, 2016, Great Give, with many new donors contributing.

**ADC**

1) Ranking of International Programs – The Dean gave handouts on the study abroad program rankings. SDSU is ranked #9 for 2014/15 Study Abroad Programs. SDSU is ranked as #2 for percentage of study abroad students (2,422 students which is 7.23% of student enrollment).

2) Student Success Committee Initiatives – Academic Advising will be focusing on Super Seniors, malingering pre-majors, courses with high failure rates, policy reconsiderations, changing practice of crashing classes, and CSU Initiative 2025 graduation metrics for each CSU campus and California Promise SB 412.

3) Presidential Election and how it has affected CSU campuses – The Provost spoke at length about how the presidential election is affecting CSU campuses. Faculty Advancement and Provost will be sending an e-mail campus wide to address the issues and concerns of the Faculty, Staff and Students.

4) Provost News Bulletin – The Provost is going to have a one-page news bulletin starting in Spring 2017.

5) Student Success Team – Christy Samarkos, AVP for Student Affairs, provided an update on what Student Affairs has been doing to contribute towards Student Success among them, increasing the percentage of different ethnicities, and enhancing commuter learning.

6) New Registration Timeline – New timeline will happen next year in November for the first time in which students will be pre-registering for Spring 2017. For Fall 2018, the registration will start in April 2017.

7) Student Affairs Task Force – This task force is headed by Dr. Radmila Prislin, AVP for Resources and Dr. Norah Shultz, AVP for Student Achievement. The task force will concentrate on registration process, and migrating over from SIMS to PeopleSoft.

## 12. Roundtable

### Dr. Chris Mi

A) Dr. Mahasweta Sarkar received a \$60K grant.

B) Dr. Ege Engin received a \$25K grant.

C) Dr. Mi is on the Computer Science Department Chair Committee.

### Dr. Ping Lu

A) Completed search for AE Technician and ranked list sent to HR.

B) Search Committee is doing initial application screening on AE faculty search which has (47) applications and hope to get at least (7-8) applications worth a second look, but none are a diversity candidate.

### John Abraham

A) (110) resumes received for Materials Application position and (60) resumes for Biomedical position. The Search Committees are expecting to complete Skype interviews by December 15, 2016.

### Theresa Garcia

A) Northrop Grumman (NG) Hack-a-Thon is this Friday, November 18, and Saturday, November 19, 2016. (45) students have signed up. NG would like judges from SDSU, if there are any faculty or graduate students interested please contact Theresa.

B) The Pumpkin Drop competition was a first for AESC and it was a successful event.

Having gone through all the items on the agenda, Theresa Garcia moved, Dr. Chris Mi seconded and the Committee unanimously agreed to adjourn the meeting at 4:00pm.

Minutes submitted by Marcie Morihiro, November 23, 2016.