



## EXECUTIVE COMMITTEE MEETING MINUTES

March 2, 2017  
2:00pm, Dean's Conference Room

Attendees: Dean Mehrabadi, Drs. J. Abraham, P. Lu, C. Mi, E. Olevksy, J. Supernak; Theresa Garcia and Marcie Morihiro

Guest: Michelle Bunn – PLTW Affiliate Director

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

1. **Student Leaders Program** – Michelle Bunn – PLTW Affiliate Director  
Michelle Bunn, PLTW Affiliate Director, gave a presentation on the Student Leaders Program which has students giving tours of Engineering labs. Current Student Leaders who may work in the labs conduct the tours for middle school/high school students. They show how the equipment works and discuss their experiences at SDSU. Michelle Bunn, Angelica Maldonado, Theresa Garcia and Donovan Geiger advise the Program. Nine students were selected to be tour leaders and have already been interviewed and trained. Two-hour CoE tours are offered twice a month on Fridays with 50 students max per tour split into two groups. These student leaders will also help with CoE event such as Explore SDSU, greeters for Senior Banquet, etc. People can sign-up for a tour by clicking on the 'Schedule a Tour' link at the top of the CoE website.
2. **2/1/17 & 2/15/17 Approval of Executive Committee Meeting Minutes**  
Minutes approved unanimously by the Committee.
3. **Independent PhD Program**  
Dean Mehrabadi would like the College to move quickly on putting together PhD proposals for each of the Department's niche areas and submit them to the University by end of Spring semester. Earlier, the Dean had met with Dean Joe Johnson, College of Education, to speak with him about the Education Independent PhD Program and Dean Johnson provided a lot of useful information. Dean Mehrabadi asked the Chairs to meet with their Departments and come up with one or two niche areas.  
  
First step to be completed:  
1) At Department level faculty articulate the PhD areas and write a paragraph or two on why this is the case. Chairs to submit the document to the Dean's Office by end of Wednesday, 3/15/17.
4. **Assigned Time Revisions**  
Dean Mehrabadi re-emphasized to the Chairs the importance of following the College of Engineering Policy objectively to grant assigned time to faculty in their Department. The Chairs should make detailed notes of any exceptions. The Committee will discuss proposing revisions based on faculty input in the next meeting.
5. **The Montys – Alumni Award of Distinction Update**  
Daniel S. Goodard received the majority of votes from the Executive Committee members and Dean Mehrabadi submitted Mr. Goodard as the nominee for CoE.
6. **Kyoto Prize Symposium, Robotist – Dr. Takeo Kanade – Wed 3/15 (2p-3:30p)**  
Dean Mehrabadi reminded the Executive Committee members of the Kyoto Prize Symposium and asked that the Chairs remind their Faculty.

7. **2017-18 CoE Committees (terms ending 5/17)**

Marcie Morihiro handed out the list of the 2016-17 CoE Committees with the Department Faculty members whose terms are ending 5/17. Dean Mehrabadi asked that the Chairs vote on new Faculty members prior to the end of the Spring semester and names should be e-mailed to both the Dean and Marcie Morihiro.

8. **Open Faculty Positions**

- A) AE is finished with search and Dean Mehrabadi has been talking to the candidate, the approval to negotiate is complete and the Dean is working on the offer letter.
- B) CCEE – Approval to negotiate form needs to be completed by Dr. Garoma; and (4) candidates coming in March.
- C) ECE – next week candidate will be confirmed.
- D) ME - offer has been e-mailed and was sent via FedEx on 3/2.

9. **Explore SDSU – Sat, March 18, 2017**

Theresa Garcia distributed updated Explore SDSU schedule.

10. **2016-17 CoE Important Dates to Remember:**

- **Mar 9, 2017 (Thu)** – 12pm-2:00pm – **AESC Annual Dean's Ping Pong Tournament** – Montezuma Hall
- **Mar 18, 2017 (Sat)** – 8:00am-2:00pm - **Explore SDSU**
- **Apr 18, 2017 (Tue)** - 11:00am-12:00pm – **CoE Faculty Meeting** – Gold Auditorium, Bioscience Center
- **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

11. **3/1 Academic Deans Council (ADC)**

ADC – Cancelled due to 3/1 Provost's Distinguished Lecture

12. **Roundtable**

Dr. Eugene Olevsky - JDP Student Committee met and (16) students were accepted conditionally and/or unconditionally. Next meeting is tomorrow at 2pm.

Having gone through all the items on the agenda, all members unanimously voted to adjourn the meeting at 3:40pm.

Minutes submitted by Marcie Morihiro, April 2, 2017