



SAN DIEGO STATE
UNIVERSITY
College of Engineering

EXECUTIVE COMMITTEE MEETING AGENDA

June 7, 2017

2:00pm, Dean's Conference Room

Attendees: Dean Mehrabadi, Drs. J. Abraham, P. Lu, C. Mi, Julio Valdez (on behalf of J. Supernak);
Theresa Garcia and Marcie Morihoro
Excused: E. Olevsky and J. Supernak

Dean Mehrabadi called the meeting to order at: 2:03pm

1. Independent PhD Programs

A) Department Chairs provided the following updates on Independent PhD areas:

AE – Dr. Lu informed the Committee that the Space Engineering proposal is being prepared.

CCEE – Dr. Valdes thinks the area will be Civil but it hasn't yet been defined.

ME – Dr. Abraham confirmed that the Advanced Manufacturing proposal is under preparation.

B) It was clear that some proposals have a substantial amount of work completed. The Chairs were reminded that the 1st drafts are due Monday, June 19, 2017. From the bi-weekly meetings that the Dean has had with each of the Chairs, all are in agreement that if one of the proposals is weak, it will endanger the other proposals. It is important that all three proposals are strong. The Department proposals should address what is specific to each Program and the justification for each Department. Dr. Olevsky will be providing a standard CoE and PhD information for Departments to use in their proposals. Once the (3) proposals are submitted, the Dean will meet with all parties involved to merge them into one unified proposal that has a chapter on each Program.

2. Update on 2018-19 TT Faculty Positions

A) The Dean announced that for AY 2018-19, CoE received (8) new positions two of which can be designated as Assistant/Associate; With the three failed searches from AY 2017-18, CoE will conduct a total of (11) faculty searches in AY 2018-19. The Dean would like the Chairs to move as quickly as possible and begin searches early to identify Inclusive Excellence Candidates to compete for the (5) diversity positions that are made available by Academic Affairs, in addition to the (11) that we have.

B) The Chairs provided the following updates:

AE – Position will be an Assistant/Associate. Dr. Lu needs one more person to form the Committee and hopes to confirm the Committee within the next week

ECE – Dr. Mi reported that ECE has (3) positions and Committee just finished the job descriptions for all three. Dr. Mi is going to review and do a combined ad and forward to Sandra Bullock for approval. A print ad will be published in September with an online version posted earlier.

CCEE – Department already has a tenured full professor with the CEM Chair. Dr. Valdes reported that Committees have been formed for both positions but no Chair have been chosen yet. Dr. Supernak needs to work with the Committees to formalize the Chair for each Committee. The AoE Blue Gold search committee has submitted the ad to Sandra Bullock for approval to advertise [Update 6/9/17 – Approval received and posted to Interfolio].

ME – Dr. Abraham reported that AoE Smart Health is Assistant/Associate; draft of ads for all (3) positions are completed which he is sharing with ME faculty and asking for approval of ads by next week. Online ad will be posted before August and print ad to start in August. The Search Committees will be formed at the ME Fall Retreat.

3. **CoE/EIS Space**

The Dean updated the Committee on the space allocation in the EIS Complex. CoE did very well in receiving more space than what CoE had in the demolished building. A total of (10) Engineering faculty are moving to EIS. Some faculty were offered space in EIS but declined the space, as it's a shared space and because if research production goes down faculty can be asked to vacate their lab in the EIS. The F&A generated by the grants is used as a guideline for allocation of space in EIS.

4. **2017-18 CoE Committees (terms ending 5/2017)**

With exception of CCEE, all Departments have emailed Marcie Morihoro the names of their representatives to the 2017-18 CoE Committees.

5. **Update on Research & Graduate Studies**

Dr. Olevsky and Donovan Geiger have been discussing ways for expediting the JPD process.

6. **5/4/17 Senior Banquet Debrief**

Theresa Garcia asked for the Committee's feedback on the Senior Banquet. Committee members commented positively on catering. There was a suggestion to move the Banquet date closer to Commencement (day before commencement) as families will join and Faculty receiving awards will have more notice to attend.

7. **Catalog Changes**

Theresa Garcia asked that the Chairs submit the following changes to the SDSU 2018/19 General Catalog, before 8/22/17:

- A) Drs. Mi and Supernak need to add *Retention Policy* to the *Major* sections of the catalog (see pages 118 & 349 of the 17/18 catalog for examples):

“The engineering program expects that all majors will make reasonable academic progress toward the degree. Engineering premajors who have either 1. Completed major preparatory courses, earned 60 units, but have less than a 2.7 cumulative GPA or 2. Earned 60 units but have not completed major preparatory courses and/or have less than a 2.7 cumulative GPA may be removed from the engineering premajor and placed in undeclared.”

- B) All Chairs to add statement below in the paragraph in the *Major* sections of the catalog (see Theresa's e-mail sent on 6/7/17 for placement):

“A double major in more than one engineering department is not allowed.”

- C) All Chairs to remove the following statement from the General Education, Section IV in their major section(s):

“Three units must be taken from the same department as one of the Humanities courses selected in Foundations of Learning”

8. **2017-18 CoE Important Dates to Remember:**

- **August, 22, 2017 (Tue)** – 9am-1pm – **2017 CoE Faculty & Staff Retreat** – Bioscience Center
- **August 22, 2017 (Tue)** – 5:30pm-7:30pm – **Engineering Gathering** – Gordon Biersch
- **October 10, 2017 (Tue)** – 11am-12pm – **CoE Faculty Mtg** - Bioscience Center
- **November 3, 2017 (Fri)** – 8:30am-1pm – **Fall 2017 Engineering Advisory Board Mtg** – ASU Templo Mayor Conference Room (Rm. 231)
- **December 2017** – 11:30am-1:00pm – **CoE Holiday Luncheon** - TBD
- **December 5, 2017 (Tue)** – 11am-12pm – **CoE Faculty Mtg** - Bioscience Center

- **February 13, 2018 (Tue)** – 11am-12pm – **CoE Faculty Mtg** - Bioscience Center
- **March 17, 2018 (Sat)** – 9am-2pm – **Explore SDSU**
- **April 24, 2018 (Tue)** – 11am-12pm – **CoE Faculty Mtg** - Bioscience Center
- **May 2, 2018 (Wed)** – 8:30am-1pm - **Spring 2018 Engineering Advisory Board Mtg** – ASU Templo Mayor Conference Room (Rm. 231)
- **May 2, 2018 (Wed)** – 1:30pm-3:30pm – **Spring 2018 Design Day** – ASU Montezuma Hall
- **May 2018** – 5:30pm-7:30pm – **Senior Banquet** - TBD

9. 5/24/17 Academic Deans Council (ADC) & 6/7/17 Deans Research Council

5/24/17 ADC

- 1) Interim President – Search committee being formed and search will take about a year.
- 2) IT Infrastructure Review – Review of current SDSU IT systems will be underway as recommended from WASC reaccreditation report.
- 3) 2016-17 Strategic Initiatives Accomplishments – The Provost has requested a report summarizing accomplishments in each College by end of June. The Dean requested a summary from the Chairs by **Mon 6/26/17**, of the efforts of each Department to advance the University's Strategic Plan Initiatives in: Student Success, Research & Creative Endeavors, and Community & Communication.
- 4) Summer Enrollment Update – Dr. Radmila Prislina, AVP – AA Resources reported a 16% increase in enrollment over last summer's enrollment and first increase in 5 years. The Dean added that CoE was highest in enrollment and was over target by 148%.
- 5) Contractually Obligated Raises - Dr. Dr. Radmila Prislina, AVP – AA Resources, discussed the contractually obligated raises for faculty in recent RTP cycle.
- 6) President's Budget Advisory Committee (PBAC) - 1) Graduate students – for the next 2-3 years there will be \$1M allocated for doctoral fellowships; 2) PBAC looking at ways of compensating Colleges with enrollment growth; 3) New Hires – 47-51 new faculty beginning in Fall 2017 (4 in Coe).
- 7) Initial General Education Reform Report – Dr. Norah Shultz, AVP Undergraduate Studies, presented a 3-phase strategy to reform GE. The Dean added that ME 490A&B have passed GE and Curriculum Committees and now awaits the Senate approval.
- 8) Support for Service on the University Promotion & Tenure Review Panel – The Provost shared recommendations received by the UPTRP: 1) Faculty request for 3-units of assigned-time during Spring semester; and 2) Need for external evaluation of faculty members' professional growth.

6/7/17 Deans Research Council

- 1) Lisa Kath (Psychology) has been appointed as the Director of Undergraduate Research. Dr. Steve Welter, VP for Research, has requested reports from Colleges regarding undergraduate students who are engaged in research. The Dean has asked the Chairs to submit by **Mon 7/17/2017**, a paragraph with bullet points including: i) Names of undergraduate students and faculty advisor; and ii) Highlights of the research area, findings and outcomes, for AY 2015-16 & 2016-17.
- 2) NIH and NSF Research Funding Trends for various colleges were distributed.

10. Roundtable

Dr. Julio Valdes – Dr. Valdes commented that the CoE graduation ceremony was very long and students left early. The Dean mentioned that other Colleges are dealing with the same issue. In speaking with other Deans, he learned that one way to deter students from leaving early is to postpone the tassel moving ceremony to the end and also have Alma Mater sung at the end. The Committee members also discussed having Commencement Staff stay until the very end to lead the students back into their seats.

Having gone through all of the items on the agenda, Theresa Garcia moved and Dr. Abraham seconded and the meeting was adjourned at 4:07pm.

Minutes submitted by Marcie Morihiro, June 16, 2017.