



EXECUTIVE COMMITTEE MEETING MINUTES

April 5, 2017
2:00pm, Dean's Conference Room

Attendees: Dean Mehrabadi, Drs. J. Abraham, P. Lu, E. Olevsky, J. Supernak; Theresa Garcia and Marcie Morihoro

Excused: Dr. Chris Mi (conference)

Guests: Jeanne Stronach, Hidahis Mesa, Research Analyst, Course & Section Data, Arthur Pasternak, Research Analyst –Analytic Studies & Institutional Research Department

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

1. SSEA Dashboard Overview

The Analytic Studies & Institutional Research (ASIR) Team were invited to answer questions regarding the new Student Success Exploration & Analytics website (SSEA) that ASIR has released.

2. 3/2/17 Approval of Executive Committee Meeting Minutes

Theresa had one minor change to Item #1 and with that change all members present unanimously approved the 3/2/17 minutes.

3. Assigned Time (AT) Policy

Two issues were discussed and voted on by the Committee. The Dean has requested that the Chairs review the issues with their Faculty and get their feedback. The two issues are the following:

- 1) "Exceptional" Accomplishments is vague and could not be defined in a clear and satisfactory manner. Hence, the Executive Committee unanimously agreed that the "exceptional" accomplishments sentence being vague and ambiguous should be removed. The spirit of this sentence is already included in the assigned time criteria listed in the Policy.
- 2) The Executive Committee discussed the Supervision Units as a consequence of the aggregation of assigned time for research and assigned time for supervision under code 22b. The consensus was that supervisory units must be considered within the context of research. The Committee unanimously voted to keep this part of the AT Policy unchanged. Within the existing policy the supervisory units still remain as part of the criteria for the second 3-units of release time.

4. Open Faculty Positions

- A) AE – Search is complete.
- B) CCEE – i) EnvE - Faculty are interviewing a water candidate; AoE Blue Gold candidate is approved and offer letter is being sent; ii) Construction – (7) Candidates and (2) of them are exceptional.
- C) ECE – The Department would like to mortgage a position for ECE as they had (2) good candidates for their open position
- D) ME – One more candidate coming in tomorrow for Smart Health Institute position and then Committee will meet and decide.

5. Independent PhD Programs

The Dean provided the Committee members with the procedures, templates, and guidelines that UC and CSU systems utilize for applying for a new and independent Graduate degree program. The CSU proposals have the additional step that they have to be approved by the legislature. The three independent PhD programs that the Committee will be working on are: Space Engineering,

Advanced Manufacturing, and Transportation or Civil Engineering. Dr. Eugene Olevsky will be coordinating with the Chairs and once all proposals are submitted the Dean and Dr. Olevsky will review the three proposals.

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

- 1) Dr. Eugene Olevsky provided an update on JDP that (22) students were accepted conditionally/unconditionally and (6) of these so far have been forwarded to UCSD for consideration.
- 2) Dr. Eugene Olevsky asked the Chairs to communicate the following information to their faculty that UCSD review of graduate students at the PhD level are faculty driven and SDSU potential JDP Faculty should be contacting the respective UCSD JDP co-advisors to accelerate the admission process at UCSD Departments.

7. **3/18/17 Explore SDSU Debrief**

Theresa Garcia asked the Committee members for their comments/feedback on Explore SDSU. Overall feedback was positive and the event was well attended. In particular, the Chairs noted that it was great having big rooms for presentations. It was also pointed out that some of the presentations for Faculty did not have signage and guests had difficulty finding presentation rooms.

8. **Design Day – Wed, May 3, 2017**

The Design Day booklet have been emailed to faculty teaching Senior Design. The edits are due to Marcie Morihoro by end of day, April 5, 2017.

9. **2016-17 CoE Important Dates to Remember:**

- **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
- **August, 22, 2017 (Tue)** – 9:00am-1:00pm – **2017 CoE Faculty & Staff Retreat** – Bioscience Gold Auditorium

10. **3/15/17 & 3/29/17 Academic Deans Council (ADC)**

- 1) Faculty lines will be announced by Provost by June 2.
- 2) Students should be encouraged to enroll for Summer courses and Departments should try to offer the most popular courses that students are asking for in the Summer.
- 3) There will no longer be premium processing for H1-B after April 3, 2017.

11. **Roundtable**

Dr. Janusz Supernak – ASCE PSW competition begins tomorrow, with 100 students attending and Dr. Supernak is the advisor and will be attending the event.

Theresa Garcia

- 1) Donovan asked Theresa to remind the Department Chairs that Donovan needs the Department Outstanding Graduate name and bio by 12:00pm, Monday 4/10 for identifying the valedictorian. The Dean suggested having the Chairs send (2) candidates: 1) Academic (this will be the valedictorian for each Department); and 2) also choose a student for providing good service to the Department. The student should have a good GPA but doesn't have to be the highest and be a senior (these students will be acknowledged at the Senior Banquet).
- 2) Theresa will be attending the Femineer event at Cal Poly SLO with Michelle Bunn, PLTW Affiliate Director.

Having gone through all the items on the agenda, Dr. Supernak moved and Dr. Lu seconded and the meeting was adjourned at 4:35pm.

Minutes submitted by Marcie Morihoro, April 17, 2017