



SAN DIEGO STATE  
UNIVERSITY  
College of Engineering

## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, November 15, 2017  
2:00pm-4:30pm, Dean's Conference Room

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

Absent: Dr. Eugene Olevsky (conference)

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

1. Approval of 11/1/17 Executive Committee Meeting Minutes  
Marcie Morihoro will e-mail at a later date for approval
2. 2017-18 Senate Excellence in Teaching Award – Nominations Due 11/21  
Chairs were reminded that nominations for the 2017-18 Senate Excellence in Teaching Award are due to the Dean's Office by end of day Tuesday, November 21.
3. Update on 2018-19 TT Faculty Searches  
AE – Dr. Ping Lu – (43) applications and Committee has met and come up with a short list of (7). Skype interviews start next week.  
CCEE – Dr. Janusz Supernak – CEM Chair (13) applications; Transportation (16) applications; Hydraulics and Water Resources (19) applications; Blue Gold - first interview this week.  
ECE – Dr. Chris Mi – Power & Energy should have short list soon; Approval received for (6) DSP Skype interviews  
ME – Dr. John Abraham – Multi-phase Flows & Transport (76) applications; Biomedical Sensors (68) applications; Thermal & Electrochemical Energy Storage (58) applications. Search committees have started reviewing applications.
4. Update on Graduate & Research Studies  
Dr. Olevsky is attending a conference - no updates provided.
5. CoE Data Champions Follow-up  
Theresa Garcia provided a handout on how College Graduation Rates are calculated. The graduation time clock begins as soon as the First Time and Transfer students are admitted to SDSU. The students graduation time is counted towards the original major they start with, even if they change majors during their time at SDSU.  
  
The Data Champions have been asked to initially choose three issues of importance to Student Success. Eventually, one of the issues that are deemed more critical for the CoE will be chosen for further study. The next Data Champions meeting is scheduled for Friday, November 17, 2017.
6. Addressing Student Cheating  
Theresa Garcia and Committee members discussed student cheating and procedures to follow when a student is caught cheating. To discourage cheating it is still a best practice to split larger classes into smaller sections at the time of class scheduling and to address each incident as it occurs.
7. Final Exam Schedule  
Theresa Garcia received faculty inquiries about the final exam schedule. According to the SDSU Senate Policy, finals must be given on the final exam date that is approved by the Senate, if a final is required.

8. SDSU Explore Open House – Sat 3/17/2018

Theresa Garcia handed out a preliminary Engineering schedule for Explore SDSU and Theresa is trying to have the Student Organization Village in the EIS courtyard and have tours leave from the EIS courtyard. Theresa asked that the Chairs please review their Department scheduled tours and confirm faculty for the tours.

9. **2017-18 CoE Important Dates to Remember:**

- **December 5, 2017 (Tue)** – 11am-12pm – **CoE Faculty Mtg** - Bioscience Center
- **December 12, 2017** – 11:30am-1:00pm – **CoE Holiday Luncheon** – The Garden - Cuicacalli
- **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
- **May 12, 2018 (Sat)** – 5:30pm-7:30pm – **Engineering Commencement** – Viejas Arena

10. 11/15/17 Deans Development Council (DDC)

The Dean provided the following updates:

A) Christine Hutchins, the new AVP/Chief Communications Officer, made a presentation of a video for the 120th anniversary of SDSU.

11. Roundtable

Dean Mehrabadi – Supplemental funding update: CoE received approximately \$340K. \$230K was utilized for (75) computers and chairs for E-221 computer lab. Remaining money was used for cubicles/furniture and converting E-221B Student Lounge into a Student Advising/Tutoring Center to improve graduation rates, computers for AE 122C lab, and for all Faculty and Staff professional development requests for attending conferences and training seminars.

Having gone through all of the items on the agenda, Dr. Mi moved and Dr. Lu seconded and the meeting was adjourned at 3:50pm.

Minutes submitted by Marcie Morihira, November, 21, 2017.