



SAN DIEGO STATE  
UNIVERSITY  
College of Engineering

## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, December 5, 2018  
2:00pm-4:30pm, Dean's Conference Room

Attendees: Interim Dean Olevsky, Drs. J. Abraham, P. Lu., J. Supernak; Assistant Dean Garcia and Marcie Morihiro  
Absent: Chris Mi (conference)

Interim Dean Olevsky called the meeting to order at: 2:05pm

1. Demo of WrisQuizzes

Robert Karmelich, CEO-USA, Wiris, and colleague, provided a demo of WrisQuizzes which allows you to assess answers of a mathematical equation automatically on SDSU Blackboard. All demos are online at: [www.wiris.com](http://www.wiris.com).

2. URAD Engineering Update

Kate Carinder, Senior Director of Development, provided the following updates: i) potential incoming gifts; and ii) Engineering will be first College to host Discover SDSU on February 11, 2019.

3. Approaches for Promoting Faculty Success

Dr. Khaled Morsi, Professor, Mechanical Engineering, gave a presentation entitled: *Approaches for Promoting Faculty Success* which included the following main topics:

Propositions:

- A) Development of Training and Educational Software
- B) Making the RTP Process More Interactive
- C) Comprehensive Mentorship Program
- D) Consistent Program-Relevant RTP Criteria (Department-College)

At the conclusion of Dr. Morsi's presentation the Executive Committee members and Dr. Morsi discussed various issues related to faculty mentorship.

4. Approval of 11/21/2018 Exec. Comm. Mtg. Minutes

The 11/21/2018 Executive Committee Meeting minutes were unanimously approved by members present.

5. Update on 2019-2020 TT Faculty Searches

AE – Dr. Lu – AE Propulsion – Skype interviews to be conducted in December and on campus interviews will start in beginning of Spring semester.

CCEE – Dr. Supernak – Geotechnical – Zoom interviews completed and on campus interviews are next with approximately (4) candidates being invited; Construction Engineering – Reviewing candidates for Zoom interviews.

ECE – Dr. Mi – Attending conference

ME – Dr. Abraham – Approval given for Skype interviews for all (3) positions.

6. Engineering Unit Reduction

A pathway has been identified for each Department that can be worked on during Spring for Senior Design Courses and possible course reductions in Department curriculum.

7. Update on Graduate & Research Studies

Interim Dean Olevsky provided the following updates:

- A) The annual JDP Research Symposium was held at UCSD on December 4, 2018. Out of 32 JDP students, 20 plus students attended including faculty from SDSU and UCSD.
- B) Next wave of University Graduate fellowships will be announced at beginning of next semester.

8. 2018 Student Success Fee (SSF) Update

Asst. Dean Garcia distributed a handout with the amount of SSF awarded to the CoE in 2018 and the history of previous years' awards.

9. New Scholarship System

In follow up to the 11/21/2018 Exec. Comm. Mtg. minutes, item #8 – DDC Meeting Update – Item #1, Asst. Dean Garcia added that we should consider how the members of the Scholarship Committee will be designated.

10. Center for Student Success in Engineering (CSSE) Update

Assistant Dean Garcia distributed an updated CSSE brochure and the following CSSE data: i) with the check-in system utilized by the CSSE for the period of 8/20-12/5/2018, CSSE was able to track 1,269 visits with a total of 454 unique students; and ii) CSSE usage breakdown of visits: Peer Tutoring 42%; Peer Advising 12%; Internships 7%; and Study Space 39%.

12. Graduation Initiative 2025 Update

Asst. Dean Garcia provided handouts on:

1) Super Seniors 150+ units – Asst. Dean Garcia sent a survey with questions related to reasons for delay in graduating sooner to these 42 students and received a 35.7% response rate, most of these 42 students will be graduating in Spring/May 2019.

2) Super Seniors 120-149 units – Asst. Dean Garcia sent a survey with questions related to reasons for prolonged graduation to these 339 students and received a 17.4% response rate.

13. Reminder for Finals

Asst. Dean Garcia reminded Chairs that finals should not be given prior to the finals dates posted per Senate Policy, but if finals have already been scheduled, the faculty should not deviate from the date given in the syllabus. Dr. Abraham suggested an e-mail be sent to the Faculty at the start of each semester regarding the Senate Policy on dates of finals.

14. 2018-19 CoE Important Dates to Remember:

- **December 11, 2018 (Tue)** – 11:30am-1:00pm – **CoE Holiday Luncheon** – The Garden - Cuicacalli
- **January 25, 2019 (Fri)** – 2:00pm – **Dean Mehrabadi EIS Naming Ceremony** – EIS Thomas B. Day Quad
- **February 12, 2019 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Center – Gold Auditorium
- **March 23, 2019 (Sat)** – Time TBD – **Explore SDSU** – Engineering location TBD
- **April 23, 2019 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Center – Gold Auditorium
- **May 8, 2019 (Wed)** – 8:30am-1:00pm – **Engineering Dean's Advisory Board Mtg** – Park Blvd. Conf. Room – Aztec Student Union
- **May 8, 2019 (Wed)** – 1:30pm-4:00pm – **2019 Engineering Design Day** – Montezuma Hall
- **May 18, 2019 (Sat)** – 5:30pm-7:30pm – **2019 Engineering Commencement** – Viejas Arena

15. Roundtable

Assistant Dean Garcia – Bianca Portal, CoE Internship Coordinator, has been asked by some companies about ways of connecting industry and faculty. Asst. Dean Garcia will have Bianca connect with the Chairs to see how they would like to handle the process.

Interim Dean Olevisky – Issue was raised in ME that student evaluations of instructors and courses occurs during the same time as finals and grade submissions. If faculty post final grades to Blackboard or other places students would be able to see their grades before they complete the evaluations. Interim Dean Olevisky has discussed this with the Provost and AVP for Enrollment and it is suggested that if faculty want to change this University Policy, the CoE senators should bring this to the Senate for reconsideration.

Dr. Supernak – SDSU College of Engineering is listed as one three partners for the European Union's Erasmus+ Exchange Programme and there is an opportunity for one student to study abroad for an entire semester and to send a couple of administrators who can promote the Erasmus+ Programme.

Having gone through all of the items on the agenda, Asst. Dean Garcia moved and Dr. Supernak seconded and the meeting was adjourned at 4:36pm.

Minutes submitted by Marcie Morihiro, December 13, 2018.