



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, January 22, 2020
2:00pm-4:30pm, Dean's Conference Room, E-203E

Attendees: Dean Olevsky; Drs. J. Abraham, T. Garoma, P. Lu, C. Mi, Y. Ozturk, J. Supernak; Asst. Dean Garcia and Marcie Morihoro

Dean Olevsky called the meeting to order at 2:04pm.

1. URAD Engineering Update

Kate Carinder, Senior Director of Development for Engineering, provided the following updates:

i) Coffee with the Dean was held in December to engage Alumni and was a successful event; ii) Alumni Committee – working on planning spring semester Evening with the Dean for February 10th, 2020; iii) Evening with the Dean – February 10, 2020, in EIS Complex, 30 Engineering Alumni/donors have signed up and Executive Committee Members are encouraged to attend; iv) April 28th, 2020 – Rocket Project having a “rocket” symposium; v) Faculty Emeriti – Dr. Mauro Pierucci is providing leadership for faculty emeriti and has provided Kate with a suggested faculty emeriti representative for each Department; vi) Kate is looking for an ECE alum that might be able to provide connections; vii) if Executive Committee Members are traveling, please let Kate know, she can find Alumni for members to meet if they would like to; and viii) If any Faculty/Staff have individual names or companies that they would like Kate to reach out to, please e-mail Kate: kcarinder@sdsu.edu.

2. Approval of 1/8/2020 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 1/8/2020 Executive Committee Meeting minutes.

3. Update on 2020-2021 TT Faculty Searches

AE – Dr. Lu - Aerospace Engineering position – (4) on-campus interviews to start February 7 through the month of February.

CCEE – Dr. Supernak – Structural Engineering position – (75) applications received and Committee has narrowed down to (14) candidates for Skype interviews.

Status of (3) new CCEE positions:

Coastal Engineering - (5) applications received

Sustainable Infrastructure - (80) applications received

Water Engineering - (35) applications received

ECE – Dr. Mi - DSP position – (84) applications received and January 31, 2020 is deadline. Skype interviews will be scheduled for early February and on-campus interviews will be scheduled for end of February.

ME – Dr. Abraham - Robotics & Control position – (4) candidates invited to campus between 1/28-2/6/2020. After January 20th, 2020, screening will begin for the following (3) new ME positions:

Advanced Processing of Powder Materials - (38) applications received

Computational Mechanics - (75) applications received

Renewable Energy Conversion & Storage - (78) applications received

DEANS – Dean Olevsky:

Assoc. Dean for Undergraduate Studies – (36) applications have been received and Committee is reviewing applications.

Assoc. Dean for Graduate Studies & Research – Search is in progress and deadline to apply is January 24, 2020.

4. Updates on University Administration Meetings

Dean Olevsky provided the following updates:

- 1) Dean Olevsky shared the Five Proposed SDSU Strategic Priorities and he would like 3-4 sentences from each of the Executive Committee Members with their feedback on each priority on how the College of Engineering can contribute to each of the strategic priorities that are important to the College of Engineering. Suggestions need to be e-mailed to Dean Olevsky by end of day Friday, 1/24/2020.
- 2) First stage of the Governor approved budget was discussed.
- 3) World Campus will need to provide substantial funds for Mission Valley Campus and Dean Seshan provided New Programs Plan for each College and the amount of funds that the Colleges will be responsible for raising through their new World Campus Programs.
- 4) SDSU Colleges offering high quality online courses was discussed.

5. College RTP Criteria

Interim Assoc. Dean Garoma provided a handout of a draft that he composed of specific College of Engineering Criteria for Reappointment, Tenure and Promotion which he based off the University Policy, for possible inclusion in the CoE Constitution & Bylaws. Interim Assoc. Dean Ozturk will place the draft document in Google Drive for Executive Committee Members to review and make comments by the February 19, 2020 Executive Committee Meeting.

6. Engineering Display Cabinets

Dean Olevsky will be completing a walk-through next week with Facilities Services, Drs. Mi, Supernak and Mark Bruno to discuss the placement of the CCEE & ECE 4th floor display cabinets/bulletin boards.

7. Recording of Faculty & Staff Awards

Part of the job function of the Assoc. Dean for Graduate Studies and Research is maintaining a Research website. Dean Olevsky tasked Interim Assoc. Dean Garoma with creating and maintaining a Faculty & Staff Awards page on the CoE website. Interim Assoc. Dean Garoma will send an e-mail twice a semester to Department Chairs for honors and recognitions of faculty and staff to be posted.

8. Research/Grant Update

Interim Assoc. Dean Garoma provided a handout on Total Dollars Awarded & Number of Proposals awarded for 7/1/2019-1/22/2020 and the percentage of change from 7/1/2018-1/22/2019.

9. Graduate Studies

i) Interim Assoc. Dean Garoma, reminded Executive Committee that the JDP Review is next Wednesday, January 29, 2020, half day at UCSD and half day at SDSU; and ii) Graduate student enrollment numbers are down.

10. Degree Learning Outcomes & Curricular MAP for Graduate Programs

Interim Assoc. Dean Garoma reminded Department Chairs that the Degree Learning Outcomes for Graduate Programs for their respective Departments need to be posted on the Departmental websites by end of day, Friday, January 31, 2020. The Curricular MAP for Graduate Programs & JDP will have an extended deadline.

11. ABET Preparation

Interim Assoc. Dean Ozturk noted that this semester the Departments should be working on closed loop iterations. Department Chairs provided the following updates on their Departmental ABET preparations: AE – Dr. Lu – AE working on upper division course that generated some feedback that some lower division courses need content strengthening for students to be prepared for upper division courses and information has been passed to the appropriate instructors.

CCEE – Dr. Supernak – Indirect assessment being completed from last semester. For this semester focusing on continuous improvement.

ECE – Dr. Mi – ECE Department Retreat is on January 22, 2020 and meeting is dedicated to ABET requirements and tasks. The Department has the following completed: templates for assessment, syllabi, agreement on revising map, binders ready for each course material and Google drive for digital copies of materials have been set up.

ME – Dr. Abraham – Collected all samples and direct/indirect assessments. This semester working on continuous improvement.

12. 120-Unit Reduction

Interim Assoc. Dean Ozturk has been preparing for the 1/23/2020 Senate Town Hall Meeting. Interim Assoc. Dean Ozturk has (3) proposals: 1) Remove Area B Restrictions (Engineering students take 30 credit hours from Area B as required by ABET; College requesting Engineering students to complete Area B with 12 unrestricted hours of coursework from approved Area B course); 2) GE Courses in Social & Behavioral Sciences in Area D; and 3) Goals in Communication & Critical Thinking Area A.

13. UG Curriculum Issues

Interim Assoc. Dean Ozturk will re-distribute the guidelines for completing course proposals to CoE faculty and a workshop may be offered by the University to train faculty on completing course proposals. Interim Assoc. Dean Ozturk has discussed the Intelligence Advising Software with AVP Prislín and Jeanne Stronach, Director ASIR, and both like the software.

14. Online Courses

Interim Assoc. Dean Ozturk has sent the Exec. Comm. Members the Senate Policy on online courses. If the CoE wants to create an online course policy, then each Department Chair will need to suggest a faculty member from each Department for an Ad Hoc Committee to be formed.

15. GI 2025 Updates

Interim Assoc. Dean Ozturk and Asst. Dean Garcia provided an update on the ways the funds from the Engineering Student Success Plan for the Graduation Initiative 2025 proposal are being used:

- 1) Interim Assoc. Dean Ozturk provided update that Dr. Christopher Paolini held 1-week COMPE -160 bridge program during the Winter 2020 session.
- 2) Asst. Dean Garcia – i) For the first time ever, CoE will be able to offer Summer tutoring to support the courses that students are taking; ii) CSSE now has extended hours and Damien Rosales, CSSE Coordinator has set up some group advising workshops; iii) CSSE offering Career Panels set up by Bianca Portal, Internship Coordinator; iv) CSSE will be working on recording step-by-step processes on how to read a degree map, etc., that can be posted to the web; and v) Working on a targeted campaign to identify sophomores with low GPAs below 2.7 and have the students come in to review their plans for reaching 2.7 GPA or possibility of other majors.

16. CoE Diversity Council Update

i) Asst. Dean Garcia requested that the CoE Diversity, Equity & Inclusion statement be placed on the CoE website below the Mission statement on the About page; ii) The CoE Diversity Council is working on the College Diversity Plan and they are working on synthesizing the data received from the survey completed by CoE faculty and staff, which received a 38% response rate; and iii) Michelle Bunn and the Femineer® team have developed a Women in Engineering (WE) Chats which invites female women engineer speakers to speak on various topics.

17. Design Day

i) Exec. Comm. members discussed solutions for growing size of Design Day. A suggestion was made by a CCEE senior design faculty to split Design Day into two days due to crowd and noise levels in Montezuma Hall. The Exec. Comm. members unanimously agreed that they would like to keep Design Day in Montezuma Hall on one day for a cohesive College event, as the Provost and possibly, the President/President's designee will be touring the event. Based on the final project numbers submitted by the Capstone/Senior Design Faculty, if all projects can not be accommodated in Montezuma Hall, the Exec. Comm. Members will discuss further options as necessary; and ii) Due to size of Design Day, Marcie Morihiro asked Department Chairs if 2-3 Department Coordinators would be available to assist with the set-up of Design Day on Wed 5/6 from 9am-1:30pm, if so, please e-mail Marcie.

18. 2019-20 CoE Important Dates to Remember:

- **February 11, 2020 (Tue) – 11:00am-12:00pm – CoE Faculty Mtg – Bioscience Gold Auditorium**

- **February 21, 2020 (Fri)** – 5:30pm-9:00pm – **Engineers Week Awards Banquet** – Crowne Plaza Hotel Circle
- **March 21, 2020 (Sat)** – 9:00am-2:00pm – **Explore SDSU Open House** – CoE & EIS
- **April 21, 2020 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Bioscience Gold Auditorium
- **May 6, 2020 (Wed)** – 8:30am-1:00pm - **Engineering Dean’s Advisory Board Mtg** – Templo Mayor Conf. Rm., Aztec Student Union
- **May 6, 2020 (Wed)** – 1:30pm-4:00pm – **2020 Engineering Design Day** – Montezuma Hall, Aztec Student Union

19. Roundtable

Dean Olevsky – Participation in training workshops on Implicit Bias/Microaggression is requested for faculty search committees.

Interim Assoc. Dean Ozturk – Showed overview map of Intelligent Advisor software.

Asst. Dean Garcia – i) Announcement was e-mailed that Division of Student Affairs and Division of Diversity are merging and a new VP will be hired; and ii) Senior Banquet – Need industry sponsors to fund the Banquet and attendance has been declining. Further discussion is needed to determine how to revitalize the Banquet.

Marcie Morihiro – Dates of Fall 2020 Retreat & Gathering were discussed.

Having gone through all of the items on the agenda, Dr. Abraham moved and Dr. Supernak seconded and the meeting was adjourned at 4:49pm.

Minutes submitted by Marcie Morihiro, January 31, 2020.