



EXECUTIVE COMMITTEE MEETING MINUTES

Thursday, February 6, 2020
1:00pm-3:30pm, Dean's Conference Room, E-203E

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

Absent: Y. Ozturk (business trip – provided updates via e-mail)

Dean Olevsky called the meeting to order at 1:05pm.

1. Approval of 1/22/2020 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 1/22/2020 Executive Committee Meeting minutes.

2. Update on 2020-2021 TT Faculty Searches

AE – Dr. Lu - Aerospace Engineering position – 2/7/19 first on-campus interview, 4-5 candidates to be invited for on-campus interviews; 3 of the 5 candidates are women.

CCEE – Dr. Supernak – Structural Engineering position – Search committee is scheduling Skype interviews for all (3) of the new positions:

Coastal Engineering

Sustainable Infrastructure

Water Engineering

ECE – Dr. Mi - DSP position – Candidates were selected for Skype interviews which started last week.

ME – Dr. Abraham - Robotics & Control position – Last candidate came in today and Department will submit final decision to Dean Olevsky, by Thursday of next week.

The search process is in progress for the (3) new ME positions:

Advanced Processing of Powder Materials

Computational Mechanics

Renewable Energy Conversion & Storage

DEANS – Dean Olevsky:

Assoc. Dean for Undergraduate Studies – Short list has been identified and progressing to interview stage.

Assoc. Dean for Graduate Studies & Research – Short list has been identified and progressing to interview stage.

3. Updates on University Administration Meetings

Dean Olevsky provided the following updates:

1) 2020 Engineering Deans Public Policy Colloquium

Dean Olevsky, along with (3) Deans from the following CSU Colleges: Cal Poly Pomona, Cal Poly San Luis Obispo and San Jose attended the ASEE 2020 Engineering Deans Public Policy Colloquium in Washington D.C., from 2/3-2/5/2020. As part of the visit, the CSU Deans Congressional Delegation, met with representatives from the offices of Dianne Feinstein, Kamala Harris and Susan Davis. The CSU Deans Congressional Delegation were advocating for more funding on the federal level to the CSU System and introducing the CSU Colleges.

2) Deans Research Council (DRC) Updates: i) PBAC Requests – Graduate student support will stay at the level CoE requested; ii) Dr. Alicia Kinoshita, CCEE Associate Professor, has been hired as the SDSU Director of Undergraduate Research and Creative Activities, and will start in Fall 2020; and iii)

announcement for Graduate Fellowships has been e-mailed and Dean Olevsky will forward it to Interim Assoc. Dean Garoma for distribution to CoE Faculty.

- 3) Academic Deans Council Updates – i) CoE received office space in PSFA for new faculty offices; ii) any Colleges requesting space will undergo an audit of their current space allocations; iii) Out-of-state recruitment has a 40% target yield (last year was 22%) and to increase the yield: a) Dean Olevsky will be attending the Out-of-State Welcome Reception in Seattle, WA, in February; and b) Asst. Dean Garcia/Interim Assoc. Dean Ozturk will need to send a signed thank you letter (template will be provided) to each attendee (attendee list will be provided) that participates in the Out-of-State recruitment receptions and Explore SDSU; iv) Dr. Supernak will serve for one year as Chair of CoE Council of Chairs & Directors; v) Provost will be meeting with one Department in each College of his choice, as of now, it is Mechanical Engineering; vi) Position of Professor of Practice, non-tenured, continuing to move forward; and vii) Provost Office wants faculty searches to be accelerated.
4. College RTP Criteria
Dean Olevsky reminded Executive Committee members to review and make comments on the specific College of Engineering Criteria for Reappointment, Tenure and Promotion document drafted by Interim Assoc. Dean Garoma. The document has been uploaded to the Google Drive by Interim Assoc. Dean Ozturk. Comments need to be made by the next Executive Committee Meeting on February 19, 2020.
5. Discuss Distinguished Alumni Award Nominees
Executive Committee members would like to submit nominations. If members have a nomination they need to e-mail to all Executive Committee Members by 4:30pm, Monday, 2/17/2020, for members to review in advance of the 2/19/2020 Executive Committee Meeting, in which nominations will be discussed and a final vote taken.
6. Research/Grant Update
Interim Assoc. Dean Garoma provided a handout with Total Dollars Awarded, # of Proposals Awarded and # of Proposals submitted for 7/1/2019-2/6/2020 and the percentage of change from 7/1/2018-2/6/2019.
7. Graduate Studies
Interim Assoc. Dean Garoma provided the following updates: i) JDP Review that took place last week at UCSD & SDSU went well and expecting a positive review; ii) provided handout on history of Master's students applications, admits and new enrollment; iii) provided handout on application activity as of 2/6/2020. Interim Assoc. Dean Garoma commented that to increase Master's applications, CoE needs to actively recruit; and iv) (26) new requests for JDP students have been submitted and Executive Committee Members discussed various ways the JDP students can be funded.
8. SRS 2020
Interim Assoc. Dean Garoma informed Executive Committee members that the application submission deadline for the SRS 2020 has passed and asked Department Chairs to encourage their faculty to participate.
9. ABET Preparation
Dean Olevsky asked that Dr. Supernak work with Interim Assoc. Dean Ozturk on ensuring that all Department Chairs have the same information and templates for their ABET Self-Study Reports.
10. 120-Unit Reduction
Interim Assoc. Dean Ozturk provided update via e-mail that proposals for GE reduction are ready for distribution and thanked all who provided input to improve the proposal.
11. Exchange Students
Interim Assoc. Dean Ozturk provided update via e-mail that he contacted the Office of International Programs (OIP) regarding two international students that were able to take Engineering courses without prerequisites. OIP will be meeting with Enrollment Services to discuss the issue and find a solution.
12. Add Drop/Deadline
Interim Assoc. Dean Ozturk provided update via e-mail that he contacted Sandra Temores-Valdes, Interim AVP Enrollment, regarding the issue that students have an add/drop deadline two days after the faculty deadline, which is causing a loophole for students meeting pre-requisites. AVP Temores-Valdes provided

a manual solution for the time being. AVP Temores-Valdes will include this feedback in the PeopleSoft implementation.

13. CoE Diversity, Equity & Inclusion (DEI) Council Update

i) Asst. Dean Garcia provided an update that the CoE Diversity statement has been posted on the CoE website; ii) Process update includes: a) Council continues to work on the CoE Diversity Plan based on the climate survey and data provided by the Division of Diversity & Innovation (DDI), which needs to be submitted by end of March to DDI; b) College level process will conclude by end of Fall 2020; c) Department process will begin in 2020-21; and d) Dr. Mahasweta Sarkar, CoE DEI Council Chair, will provide an update on this process at the 2/11/20 CoE Faculty Meeting.

14. GI 2025 Update on Strategic Advising Campaigns

Asst. Dean Garcia provided an update on the CoE strategic advising campaign which is part of the CoE GI 2025 proposal. Asst. Dean Garcia sent e-mails to approximately (62) seniors who were eligible to enroll in Spring 2020 but did not enroll. Asst. Dean Garcia received responses from 5-6 students, regarding the reasons they did not enroll with some reporting some financial issues and not being able to meet major GPA. The next strategic advising campaign will be communicating with pre-majors and then contacting GPA deficient students.

15. Design Day

Marcie Morihiro provided the number of projects for each Department submitted to date. Deadline to submit project numbers is Wed 2/12/2020.

16. CoE Events Calendar

Marcie Morihiro showed the CoE Events Calendar that the CoE web students were able to create on the front page of the CoE website. The calendar will also be shown at the 2/13/20 Staff Meeting and Department/Program Coordinators will be given access to the CoE Events Calendar to add Departmental/Program Events.

17. Spring 2020 & Fall 2020 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
- **May 15, 2020 (Fri)** – Time TBD – **Engineering Banquet** - Location TBD
- **May 16, 2020 (Sat)** – 5:30pm-7:30pm – **Engineering Commencement** – Viejas Arena

Fall 2020

- **August 19, 2020 (Wed)** – 6:30pm-8:30pm – **Engineering Gathering** – Tom Ham's Lighthouse
- **August 20, 2020 (Thu)** – 1:00pm-4:30pm – **CoE Fall 2020 Retreat** – Templo Mayor Conf. Room

18. Roundtable

Dr. Lu – The SDSU Rocket Project team successfully launched their methalox rocket, Lady Elizabeth, to a height of 13,205 feet (a world record for students), on Saturday, 2/1/2020.

Dr. Supernak – Dr. Kinoshita received the position for the SDSU Director of Undergraduate Research and Creative Activities and will start in Fall 2020.

Dr. Mi – ECE Department is working hard on graduate enrollment recruitment in 1+1 MS type programs.

Having gone through all of the items on the agenda, Dr. Mi moved and Asst. Dean Garcia seconded and the meeting was adjourned at 3:05pm.

Minutes submitted by Marcie Morihiro, February 14, 2020.