



SAN DIEGO STATE  
UNIVERSITY  
College of Engineering

## EXECUTIVE COMMITTEE MEETING MINUTES

Tuesday, December 1, 2020  
1:00pm-3:30pm, Meeting held via Zoom

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 1:03pm.

### 1. URAD Engineering Update

Kate Carinder, Sr. Director of Engineering Development, provided the following updates:

i) CoE fundraising goal is \$6M and we are at \$5.1M. Kate will be writing gift announcements; ii) Continuing to reach out via Zoom, had a virtual meeting with MESA Alumni and have an upcoming Emeriti Faculty Zoom on Friday, December 4, 2020; iii) College endowment is \$21M as of the end of the 2020 second quarter; and iv) Diversity, Equity & Inclusion has been a priority for the Development efforts, as well as faculty support, scholarships, endowments, cash gifts for ME and full funding support for AGC CEM Chair.

### 2. Global Campus (GC) Presentation

Dean Radhika Seshan and Global Campus Staff gave a presentation on SDSU Global Campus:

1) Provided an update on what SDSU Global Campus has been working on: i) In progress - MS in Electrical Engineering (online) and BS in Civil Engineering (hybrid); and ii) Upcoming MS in Computer Engineering (online) and BS in Computer Engineering (hybrid).  
2) Showed tables of the Current Learners including numbers of credit/non-credit students, alumni by gender, age group and ethnicity. Total Number of Enrollments: 26,846 (80% Credit/20% Non-credit); and Total Number of Alumni: 9,226 (69% credit/31% non-credit).  
3) Provided an overview of the Student Center that Global Campus has set up to help students with advising, evaluation, admission enrollment, financial aid, registration, help desk tech support and student engagement to make their time with Global Campus a personal and engaging experience for each student and helping them make connections.

### 3. Approval of 11/18/2020 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 11/18/2020 Executive Committee Meeting minutes.

### 4. University Administration Meetings

Dean Olevsky provided the following updates:

1) No in-person classes for remainder of Fall 2020 due to the surge in Covid cases.  
2) (2) CCEE and (1) ME faculty positions are unchilled. The Provost is still in discussion with the President on the remaining positions.

### 5. Department Updates on Hard Stops for Pre-Requisites

Department Chairs provided the following updates on Hard Stops for Pre-Requisites in their Departments:

AE – Dr. Lu – AE submitted their hard stop list two weeks ago.

CCEE – Dr. Supernak – Will be discussing at CCEE Department Meeting tomorrow. Dr. Supernak to provide update at future Executive Committee Meeting.

ECE – Dr. Mi – ECE has been using hard stops and there was no need to implement any changes.

ME – Dr. Abraham – ME previously had hard stops already in place.

#### 6. GI 2025 Update

Asst. Dean Garcia covered the GI 2025 updates in her slides shown in the Undergraduate Program section of Dean Olevsky's presentation at the 12/1/20 CoE Faculty Meeting and 12/3/20 CoE Staff Meeting:

- 1) Center for Student Success in Engineering (CSSE): i) CSSE services continue virtually; ii) To better serve students CSSE is working with other offices such as International Student Center, EOP, DFASS and others; and iii) CSSE remains open as long as campus is open. Advising Services to continue throughout winter break, when campus is open.
- 2) CoE Student Organizations: i) All activities are virtual; ii) CESC website updated and connects to student organizations: <https://as.sdsu.edu/cesc/>; and iii) Student Success Fee (SSF) proposals awarded for a total of: \$965,580 (CoE 19 awards totaling: \$277,159; all CoE Departments were represented and the CoE awards ranged from \$300 to \$103,000).

#### 7. Research/Grant Updates

Interim Assoc. Dean Garoma presented slides on the following:

- 1) AE, CCEE, ECE, and ME Cumulative # Proposals Submitted comparing FY 2020 & FY 2021
- 2) AE, CCEE, ECE, and ME Cumulative # Proposals Awarded comparing FY 2020 & FY 2021
- 3) AE, CCEE, ECE, and ME Cumulative Total Research Dollars comparing FY 2020 & FY 2021
- 4) College-wide Cumulative # Proposals Submitted, Cumulative # Proposals Awarded, Cumulative Total Research Dollars comparing FY 2020 & FY 2021

#### 8. JDP Updates

Interim Assoc. Dean Garoma presented slide on the following:

- 1) Fall 2021 Application window: Oct 1 to Dec 15, 2020
- 2) GRE requirements suspended for Fall 2021 Admission cycle
- 3) Per 2020 Program Review, priority will be given to: i) Students with at least three or more years of external PI grant and/or startup funds; and ii) Students fully supported by corporate sources related to their employment.
- 4) Engineering Joint Doctoral Program Research Symposium: December 4, 2020, 3:00pm-5:00pm.

#### 9. Master's Programs Updates

Interim Assoc. Dean Garoma presented slides on the following:

- 1) Fall 2021 Applications window: October 1, 2020 to Mar 1, 2021
- 2) GRE requirement suspended for Fall 2021 Admission cycle

#### 10. ABET Preparation

Interim Assoc. Dean Ozturk provided the following updates:

- 1) Received an email today that ABET is now accepting requests for evaluations. We have until end of January to complete the application for all CoE Programs.
- 2) Interim Assoc. Dean Ozturk completed a data analytic report for the CoE which Departments can use as a resource for their ABET Self-Study Reports and will be emailing to Executive Committee members.
- 3) Executive Committee Members discussed an updated timeline for ABET Self-Study Reports with first draft due February 1, 2021, and second draft by April 1, 2021. Final drafts due to the Dean's Office by May 1, 2021 and by July 1, 2021, the Self-Study Reports will be submitted to ABET by the Dean's Office.
- 4) Department Chairs provided the following updates:  
AE – Dr. Lu – Continuing to work on and fine tune the AE Self-Study Report. Up to Criterion 7 & 8 on the report. Still need to compile the materials for the Appendices section.  
CCEE – Dr. Supernak – Criterion 4, continuous improvement, will have done by February, but won't have the data to include for Spring 2021 semester. Criterion 2, 3, and student outcomes are completed.

ECE – Dr. Mi – Most of the self-study written parts are completed, but needs information for the data tables. Criterion 2, 3, 5, 6 & 7 are complete. Criterion 4 is missing some information and Criterion 8 has some additional information that needs to be added. Appendices are being worked on with some minor information missing.

ME – Dr. Abraham – Most of criteria sections are done and waiting for Interim Assoc. Dean Ozturk's report as there are criterion sections that need data.

11. 120-Unit Reduction

Interim Assoc. Dean Ozturk and Executive Committee members discussed the new area E and Ethnic Studies for GE requirements. At this time there is no confirmation from the Chancellor's Office on how this will be implemented campus-wide.

12. UG Curriculum Issues

Interim Assoc. Dean Ozturk and Executive Committee members discussed the University Assigned Time for Exceptional Service to Students.

13. Important Dates

Fall 2020

- **December 3, 2020 (Thu)** – 1:30pm-2:30pm – **CoE Staff Mtg** – via Zoom
- **December 4, 2020 (Fri)** – 3:00pm-5:00pm – **JDP Symposium** – via Zoom

Spring 2021

- **February 16, 2021 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – via Zoom
- **February 18, 2021 (Thu)** – 1:30pm-2:30pm – **CoE Staff Mtg** – via Zoom
- **April 13, 2021 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – via Zoom
- **April 15, 2021 (Thu)** – 1:30pm-2:30pm – **CoE Staff Mtg** – via Zoom
- **May 5, 2021 (Wed)** – 8:30am-1:00pm – **Engineering Dean's Advisory Board Mtg** – via Zoom
- **May 5, 2021 (Wed)** – 1:30pm-4:00pm – **Spring 2021 Engineering Design Day** – via Zoom
- **May 2021 – Senior Banquet** – Event contingent on COVID situation
- **May 2021 – Engineering Commencement** – Format to be announced

14. Roundtable

Dr. Supernak – CCEE Virtual Senior Design Day is being held on Friday, December 4, 2020.

Having gone through all of the items on the agenda. Dr. Supernak moved and Asst. Dean Garcia seconded, and the meeting was adjourned at 3:27pm.

Minutes submitted by Marcie Morihiro, December 9, 2020.