



SAN DIEGO STATE
UNIVERSITY
College of Engineering

EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, February 3, 2021
2:00pm-4:30pm, 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 Morihira

Dean Olevsky called the meeting to order at 2:02pm.

1. 2021 Semester Plans

Interim Vice Provost William Tong attended the meeting to answer questions regarding the 2021 Semester Plans. Overall guidelines provided: i) Deadline extended from 2/9/21 to 2/22/21 for Colleges to submit plans: Plan A (optimistic version that COVID is under control and approximately 75% of courses in person and 25% online depending on College/Department decision) and Plan B (less optimistic version that COVID is still an issue by August 2021, with 25% of courses in person depending on College/Department decision); ii) Target is for all students to be vaccinated by June 2021; iii) Fall schedule has to be published by the end of February 2021 due to the amount of summer courses that SDSU offers and students need to be able to coordinate their class schedules; and iv) If College needs COVID capacity for any room or lab, please contact Interim Vice Provost William Tong and he can have Laura Shinn, Director of Facilities Planning, run a report with the numbers.

2. Approval of 1/20/2020 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 1/20/2021 Executive Committee Meeting minutes, with minor changes to item #8.

3. University Administration Meetings

Dean Olevsky provided the following updates:

- 1) Deans Research Council (DRC) – Interim Assoc. Dean Garoma attended this meeting on behalf of Dean Olevsky and provided the following updates from points that Interim VPR Hala Madanat discussed: i) updated group on Mission Valley District and that the County of San Diego Health Department is interested in having a presence at Mission Valley; ii) working on scheduling monthly webinars with other states and the SDSU senior leadership that already have innovation districts and the webinars will be recorded; iii) Town Hall meetings to be held with each College to update where the University is at with the Mission Valley District planning; iv) seed grant from NIH for faculty recruiting in underrepresented minorities focusing on LatinX and considering (3) cluster hires in the following areas: Environmental Health, Obesity Prevention and Addiction Science; v) ERI RFP for government relations; and vi) Big Ideas corporate relations person has been hired to help the University build relationships with corporations for Big Ideas proposals.
- 2) Dean Olevsky participated in CSU Deans Congressional Meetings on Wednesday, February 3, 2021, and met with congressional representatives to speak about the CSU Engineering Programs and the SDSU College of Engineering.
- 3) Dean Olevsky provided a brief update on the Early Exit Program positions.

4. Update on Faculty Searches

AE Aerodynamics – Dr. Lu – (94) applications have been received and the search committee has met twice. They will have a shortlist of (20) applicants tomorrow and from there will select (10) for Zoom interviews.
CCEE Coastal – Dean Olevsky – Dr. Ignacio Sepulveda accepted the position.

CCEE Sustainable Infrastructure – Dean Olevsky has extended the deadline for the candidate to Friday, February 5, 2021.

ME Computational Mechanics – Dean Olevsky - Dr. Qizhi He will join the ME Department.

Frozen positions are still being considered: (2) Civil & (1) Mechanical.

5. GI 2025 Update

Asst. Dean Garcia provided the following updates:

- 1) Tutoring – facilitated by MESA.
 - a) Asst. Dean Garcia will ask Department Chairs to identify courses that need tutoring for Summer and Fall.
 - b) Faculty will be invited to participate in the vetting process of the tutors. Previously courses were identified for tutoring based on DFW/high needs. Dr. Supernak confirmed that tutoring is needed for CivE 121.
- 2) 2/2/21 Senate Decisions
 - a) Interim Assoc. Dean Garoma confirmed that the CR/NC decision by Executive Committee also applies to graduate coursework.
 - b) There is now a 21-unit enrollment maximum; for those students that want to enroll in more than 21-units - they will need to have special approval.
- 3) Advising
 - a) Spring 2021 EAB Pilot for CoE
 - i) Asst. Dean Garcia has sent faculty advisor list to Department Chairs to finalize
 - ii) Asst. Dean Garcia provided update on Alert Rules & Campaigns
 - b) Fall 2021 University Advising Center will only be reviewing Evaluations
 - i) GE advising in Colleges?
 - ii) Advisers will be assigned to all first year students beginning with Fall 2021 incoming class

6. Research/Grant Updates

Interim Assoc. Dean Garoma presented a slide on the Grant Activity FY 2021 (as of January 31, 2021) showing comparison of FY 2020 to FY 2021 for # Proposal Submissions; #Proposal Awards; and Total Research Dollars by each Department and for the College.

7. JDP Updates - Interim Assoc. Dean Garoma

Interim Assoc. Dean Garoma provided the following updates:

- 1) 102 applications were received by the 12/15/2020 deadline:
 - A) Review Round 1 (1/8/21) – (25) applications reviewed with (14) Recommended for Admission and (11) Denied Admissions.
 - B) Review Round 2 (1/15/21) – (6) applications reviewed with (5) Recommended for Admission and (1) Denied Admission.
 - C) Review Round 3 (1/25/21) – (8) applications reviewed with (5) Recommended for Admission and (3) Denied Admissions.
- 2) Spring Graduate Student Funding Opportunities
 - A) UGF (\$25K)
 - B) Master Research Scholarship (\$10K)
 - C) Presidential Graduate Research Fellowship (Non-Resident Tuition Fee Waiver)
 - D) Graduate student professional development awards (up to \$1K)

8. Master's Programs Updates

Interim Assoc. Dean Garoma presented a slide with a table showing comparison of applications received for New Master's Seeking CA Residents and New Master's Seeking Non-resident & International for Fall 2020 from 10/1/2019 to 1/31/2020 & Fall 2021 from 10/1/2020 to 1/29/2021, showing the number of applications by Department.

9. ABET Preparation

Interim Assoc. Dean Ozturk provided the following updates:

- 1) All Departments uploaded the first draft of their ABET Self-Study Reports.
- 2) Interim Assoc. Dean Ozturk is working on the College-wide related documents and collecting the syllabi needed for general service courses (i.e., MATH 150/151, PHY 195/196).
- 3) Interim Assoc. Dean Ozturk is going to compile a list of the sections in the ABET Self-Study Reports that may need College-wide documents and will then share with Department Chairs to comment on. Executive Committee Members will review the list at the next Executive Committee Meeting.

10. UG Curriculum Issues

Interim Assoc. Dean Ozturk

- 1) Shared Google sheet that lists the Fall 2021 courses for all Departments. Interim Assoc. Dean Ozturk needs Department Chairs to complete the spreadsheet or provide Interim Assoc. Dean Ozturk with the data and he can populate the data.
- 2) Executive Committee Members discussed the ethnic studies course to be added.

11. Important Dates

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
- **February 23, 2021 (Tue)** – 4:00pm-5:00pm - **CoE Virtual Info. Session for Out-of-State Students** – via Zoom
- **March 19-20, 2021 (Fri & Sat)** – **Virtual Student Research Symposium** – More information to be posted at: https://research.sdsu.edu/research_affairs/student_research_symposium
- **March 20, 2021 (Sat)** – 10:00am-12:00pm - **Explore SDSU Day 1 (Academic Focus)** – via Zoom
- **April 13, 2021 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – via Zoom
- **April 14, 2021 (Wed)** – 1:30pm-2:30pm – **CoE Staff Mtg** – via Zoom
- **April 17, 2021 (Sat)** – 10:00am-12:00pm - **Explore SDSU Day 2 (Out of Classroom Focus)** – via Zoom
- **May 5, 2021 (Wed)** – 8:30am-1:00pm – **Engineering Dean’s Advisory Board Mtg** – via Zoom
- **May 5, 2021 (Wed)** – 1:00pm-4:30pm– **Spring 2021 Engineering Design Day** – via Zoom
- **May 2021 – Engineering Commencement** – Format to be announced

12. Roundtable

Dean Olevisky – We still do not know the modality of ABET visit. It may be virtual and because of this, the College may have to provide some information in video format with narration for ABET visitors. Interim Assoc. Dean Ozturk commented that he will work with the Department Chairs on possible videos that can be provided for the ABET visit and funds are available for assistance with the video creation/narration.

Asst. Dean Garcia – Inquired if the CR/NC policy agreed upon for the SDSU College of Engineering should also be in place for SDSU Georgia courses. Dean Olevisky confirmed that the CR/NC policy should be the same for SDSU Georgia courses and he has already informed Dr. Asfaw Beyene.

Marcie Morihiro – Facilities Services is taking care of a mice issue (cleaning and disinfecting the affected areas) on the second floor of the Engineering Building. The issue is stemming from food/snacks being left in low traffic offices. To alleviate any further issues, the pest control company is suggesting that all food, snacks, coffee grounds, creamer, and sugar packets be removed from offices.

Having gone through all of the items on the agenda. Interim Assoc. Dean Ozturk moved and Dr. Mi seconded, and the meeting was adjourned at 4:34pm.

Minutes submitted by Marcie Morihiro, February 11, 2021.