



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, April 21, 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 Morihoro

Dean Olevsky called the meeting to order at 2:03pm.

1. Approval of 4/7/2021 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 4/7/2021 Executive Committee Meeting minutes with minor change to item #8.4.

2. University Administration Meetings

Dean Olevsky provided the following updates:

- 1) Various meetings held with Provost, Interim Vice Provost, and Enrollment Services in regard to the repopulation of campus and improvement of College of Engineering enrollment numbers.
- 2) President is encouraging College of Engineering to move forward with working on collaborations for Mission Valley Campus.
- 3) Continuing discussions on budget and still no confirmation regarding frozen and new positions.

3. Review Draft of CoE Strategic Plans (Graduate/Research & Undergraduate)

Interim Assoc. Deans Garoma & Ozturk shared their drafts of the CoE Strategic Plan for the Graduate/Research and Undergraduate Studies. The Executive Committee members discussed the format of the plans and alignment with the University Strategic Priorities. Interim Assoc. Deans Garoma & Ozturk will meet to further edit and merge their drafts of the CoE Strategic plan to 5 points based on feedback from the Executive Committee members and will present them at the June 16th Executive Committee Meeting.

4. Discuss 8/20 CoE Fall 2021 Retreat

Executive Committee members unanimously agreed that the CoE Fall 2021 Retreat will be moved to the morning of Friday, August 20, 2021, from 9:00am-12:00pm, with format to be determined.

5. Update on Faculty Searches

AE Aerodynamics – Dean Olevsky has given the candidate until end of business today, 4/21/21, to provide their start-up requirements.

CCEE Coastal – Dean Olevsky – Dr. Ignacio Sepulveda accepted the position.

CCEE Sustainable Infrastructure – Dr. Supernak – Search is progressing and approximately (30) applications have been received thus far and Committee might start to review the applications as they are received to keep the search moving forward.

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

CoE Associate Deans – Starting from July 1, 2021, Dr. Garoma will be Associate Dean for Graduate Studies & Research and Dr. Ozturk will be Associate Dean for Undergraduate Studies and no longer Interim.

6. Return to Campus for Student Organizations

Asst. Dean Garcia has been receiving inquiries from the Rocket Project and the car teams who work in EIS 108 and Building A as to when they will be able to repopulate these areas. Dean Olevsky commented that Building A is still being renovated and he has not yet heard when the other areas can be repopulated.

7. GI 2025 Update

Asst. Dean Garcia provided the following updates:

1) Update on EAB:

- SDSU Navigate (EAB) CoE Spring 2021 Pilot
 - Presented at Provost's Advising Forum, 4/16/21
 - CoE was first College to use EAB in this way
 - It was an opportunity to 'test' EAB use
- ProActive Advising is enabled via EAB
 - Progress on pre-major alerts campaigns (17% Appts. Made; 15% Attend Rate; 73% Reports Created)
 - 379 students alerted
 - Pre-majors with 45-59 units
 - Freshman & Sophomore with GPA at or below 2.5
- SDSU Navigate (EAB) CoE User Progress
 - Table presented at Provost Advising Forum
 - 86% of CoE faculty and staff identified as Active Users have used EAB
 - 7% of CoE Active Users are reporting in EAB and 14% have set their availability in EAB
 - By 10/1/21 all users (all faculty and staff who have an advising role) will be required to be set up and active

2) Update on Advising:

- University Coordinated Advising Approach
 - University Advising & Evaluations Center transitions to Evaluations only, beginning Fall 2021
 - Student Affairs is creating other opportunities to reach transfer, first and second year students
 - College approach to meet advising needs
- Update on Study Plans for International Students from Kuwait – Asst. Dean Garcia and Damien Rosales will continue to work with ISS and will meet with these students that need study plans reviewed; all Mechanical Engineering students will be sent directly to the Department.

8. Research/Grant Updates

Interim Assoc. Dean Garoma did not have any additional updates from prior Executive Committee Meeting.

9. JDP Updates

Interim Assoc. Dean Garoma showed a slide that 102 applications were submitted and a total of 69 applications were reviewed and 35 applications were not recommended for admission. 34 applications were recommended and are currently at various stages of review between SDSU CoE and UCSD. As of today, 1 applicant has been admitted.

10. Master's Programs Updates

Interim Assoc. Dean Garoma provided the following updates:

- 1) Interim Assoc. Dean Garoma provided a comparison of Fall 2020 (10/1/2019-4/17/2020) and Fall 2021 (10/1/2020-4/16/2021) MS Applications for New Master's Seeking CA Residents, New Master's Seeking Non-resident & International in Fall 2021, by Department with total applications, admits and target numbers and intents to enroll.
- 2) Spring Funding Opportunities from Graduate Studies – Nominations Submitted:
PRFG Award: 1) Two incoming students received the award (1) AE and (1) CivE; and 2) Two JDP incoming students received the award, however, one accepted offer from another institution and the second was not recommended by Admissions.

11. ABET Preparation

Dean Olevsky and Interim Assoc. Dean Ozturk provided the following updates:

- 1) Dean Olevsky attended an ABET seminar during the Engineering Deans Institute Conference that he chaired, and Dean Olevsky shared the following two items: 1) Supplemental materials are encouraged to

be cataloged with indices so reviewers can easily access the materials and how they ordered; and 2) Self-study reports should closely follow the template and not contain extraneous information that is not requested so that reviewers have a concise report to review.

- 2) Interim Assoc. Dean Ozturk provided the following updates: i) confirmed that all Department Self-study reports have been uploaded; ii) a team leader will be assigned to the College of Engineering at the end of April; iii) shared information from ABET training that he attended; and iv) discussion of hiring a professional reader to review all ABET reports for accuracy before they are submitted.

12. Zahn Spirit of Innovation Award

Interim Assoc. Dean Ozturk gave an overview of the Zahn Spirit of Innovation of Award for undergraduate students and the deadline to submit a College of Engineering student with one-page nomination is April 30, 2021. If any Executive Committee members have a nomination, please forward to Interim Assoc. Dean Ozturk as soon as possible.

13. Update on Summer Session

Interim Assoc. Dean Ozturk met with Interim Vice Provost Bill Tong about CoE summer session numbers. Interim Assoc. Dean Ozturk would like Department Chairs to wait until May 1st, before cancelling any summer courses.

14. Upcoming Design Day Deadlines

4/26/2021 – Design Day Trial Run

15. Important Dates

Spring 2021

- **May 5, 2021 (Wed)** – 9:00am-12:00pm – **Engineering Dean’s Advisory Board Mtg** – via Zoom
- **May 5, 2021 (Wed)** – 1:00pm-4:30pm – **Spring 2021 Engineering Design Day** – via Zoom
- **May 26, 2021 (Wed)** – 1:00pm – **Engineering Commencement** – Virtual & In-person at Petco Park

Fall 2021

- **August 20, 2021 (Fri)** – 9:00am-12:00pm – **CoE Fall 2021 Retreat** – Format to be determined

16. Roundtable

Asst. Dean Garcia – Asked if the Department Chairs could please poll their faculty to see how many are interested in participating in the College of Engineering Commencement taking place on Wednesday, May 26, at 1:00pm. Department Chairs should inform Donovan Geiger of the faculty that would like to participate.

Having gone through all of the items on the agenda. Dr. Supernak moved and Asst. Dean Garcia seconded, and the meeting was adjourned at 4:39pm.

Minutes submitted by Marcie Morihiro, April 22, 2021.