



## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, May 19, 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 Morihiro

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

1. URAD Engineering Update

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

i) CoE surpassed \$6M fundraising goal for 2020/2021; ii) will be adding a new full-time Gift Officer position for Engineering Development efforts, for corporate sponsorships, student organization funding, and Mechanical Engineering fundraising; and iii) priority is to establish high level connections within corporations.

2. Approval of 4/21/2021 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 4/21/2021 Executive Committee Meeting minutes.

3. University Administration Meetings

Dean Olevsky provided the following updates:

- 1) Deans Development Council (DDC) – Principal Gifts Officer hired in URAD for \$1M prospects and above.
- 2) Dean Olevsky met with the Provost and discussed the decline in the CoE enrollment. Dean Olevsky will also be discussing with the President in his next 1:1 meeting with the President.
- 3) Academic Deans Council (ADC) – the following topics were discussed: i) GI 2025 funds; ii) CSU Humboldt has received funding to be a third polytechnic campus; iii) academic advisors for Colleges; and iv) budget.

4. Repopulation Plan

Dean Olevsky provided the Executive Committee members with an update on the four phase University Repopulation Plan for the Colleges. Dean Olevsky shared a draft of an email that he will be sending to each CoE Administrator and Staff member.

5. Representatives for Cyberinfrastructure Strategy Group

Dean Olevsky discussed the Cyberinfrastructure Strategy Group being created by Interim VPR Madanat and CIO Sheehan and asked Department Chairs to please forward possible appropriate faculty representatives who can serve as members of this group by the end of this week. The purpose of this faculty-led working group is to develop a prioritized list of gaps and opportunities related to Cyberinfrastructure (CI) to guide the development of the University's strategy.

6. LL-406 Engineering Computer Classroom

Dean Olevsky updated the Executive Committee members that the new LL-406 Engineering Computer Classroom which has a capacity of (35) workstations and (1) ADA workstation is available for classes to be scheduled starting Fall 2021 and can also be used as an open lab, similar to PS-231.

7. Announcement of CoE Awards (CoE DEI Council)

Dr. Mahasweta Sarkar, Chair of CoE DEI Council, brought up the topic of announcements to celebrate accomplishments of faculty and staff in the CoE in a centralized manner. Dean Olevsky and Executive Committee members discussed possible options to make announcements. This will need to be further discussed once a Communications person has been hired for Engineering.

8. Update on Faculty Searches

AE Aerodynamics – Dean Olevsky provided an update that the candidate declined the offer today.

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

CCEE Sustainable Infrastructure – Dr. Supernak – (4) candidates for final Zoom interviews and interviews will take place last week of May and first week of June.

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.

9. Student Accommodations for Fall Classes

Asst. Dean Garcia, Interim Assoc. Dean Ozturk and Dr. Lu, received an inquiry from a student seeking accommodations for Fall classes since they cannot attend classes in person. Currently, on the SDSU Flex website it says that students need to go through the Student Ability Success Center (SASE) Office and complete an accommodation form if they need accommodations for Fall courses. This process may be further updated by AVP Joanna Brook as summer progresses.

10. Update Advisor List for 2021-2022

Asst. Dean Garcia provided the following updates:

1) Asst. Dean Garcia shared the EAB Implementation Progress Report that is being managed by AVP Joanna Brook's Office. By 10/1/2021 CoE is expected to have:

- a) 72 active users and currently at 65 active users onboarded.
- b) 61 users to be expected to be scheduling and currently at 8 users reported onboarded.

2) Asst. Dean Garcia is being asked by AVP Joanna Brooks Office for the SDSU Major Advisors for the 2021/22 AY, and asked if the Department Chairs could please provide her with the updated advisor lists for their respective Departments by early to mid-August.

11. GI 2025 Update

Asst. Dean Garcia provided the following updates:

1) SDSU Navigate (EAB) USES Spring 2021

- a. CSSE Pilot-Pre-Major Campaign – approximately 360 students (25% made appointments and attended and 82% reports created)
- b. Engineering Students at Risk of Losing Financial Aid – approximately 140 students (12% made appoints and attended and 100% reports created)
- c. Fall 2021, International Students, supported by Kuwait Cultural Office, will also use SDSU Navigate for processing and tracking.

12. Research/Grant Updates

Interim Assoc. Dean Garoma shared a slide showing the CoE and Department Grant Activity Comparison between FY 2021 and FY 2020 showing Cumulative # Proposals Submitted, Cumulative # Proposals Awarded and Cumulative Total Research Dollars.

13. JDP Updates

Interim Assoc. Dean Garoma provided the following updates:

- 1) i) Potential Fall 2021 Enrollment (approximately 70 total); ii) Total Tuition Fees; and iii) Faculty Contribution Rate; and iv) Interim Assoc. Dean Garoma will be sending an email to CoE faculty on JDP enrollment and tuition fees.

- 2) JDP review is completed and the recommendation by Graduate Council for a joint UCSD-SDSU admissions process is a good one and will improve efficiency. The JDP will consider this possible joint-admissions model for the next admissions cycle. MOU and bylaws update still on going.
14. Master's Programs Updates  
Interim Assoc. Dean Garoma provided the following updates:
- 1) Interim Assoc. Dean Garoma provided a comparison of Fall 2020 (10/1/2019-4/24/2020) and Fall 2021 (10/1/2020-4/23/2021) 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
    - a. UGF – 13 nominated and five awarded
    - b. PRGF – 6 nominated and two awarded, but both were lost
    - c. MRF - 14
15. ABET Preparation
- 1) Interim Assoc. Dean Ozturk received all ABET Self-Study documents and some are more complete than others.
  - 2) Department Updates:
    - AE – Interim Assoc. Dean Ozturk provided an update on behalf of Dr. Lu. The AE Self-Study report was submitted by May 1, 2021 and AE lab videos are complete.
    - CCEE – Dr. Supernak – Department is checking sections for consistency and entering final data into tables within the report. Videotaping of CCEE labs is completed and currently being edited.
    - ECE – Dr. Mi – All faculty are reviewing parts of the ABET report and have an ABET Retreat tomorrow to go over the report together and Dr. Mi will make any appropriate corrections. Almost all videotaping is complete for the ECE labs.
    - ME – Dr. Abraham - Cross checking information from one section to another and making sure there is consistency across the sections.
  - 3) June 1<sup>st</sup>, 2021, is the deadline for the final documents to be ready for College review by Interim Assoc. Dean Ozturk and Dean Olevsky.
16. Summer School Budget  
Interim Assoc. Dean Ozturk provided an update that (49) sections are being offered for summer 2021 and overall FTES is currently at 250 but may decrease with students dropping courses. CoE summer 2021 target is 260 FTES.
17. UG Curriculum Issues  
Interim Assoc. Dean Ozturk updated that we have funding available in Fall if we need to create mirror sections due to Covid accommodations, but there needs to be consistent plan in place for these types of accommodations.
18. Feedback on Design Day  
If Executive Committee Members have feedback on 2021 Design Day, please email to Marcie Morihiro.
19. Important Dates
- Spring 2021
- **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
  - **October 12, 2021 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Format to be determined
  - **December 7, 2021 (Tue)** – 11:00am-12:00pm – **CoE Faculty Mtg** – Format to be determined

Having gone through all of the items on the agenda. Asst. Dean Garcia moved and Dr. Mi seconded, and the meeting was adjourned at 4:59pm.

Minutes submitted by Marcie Morihiro, May 26, 2021.