



SAN DIEGO STATE
UNIVERSITY
College of Engineering

EXECUTIVE COMMITTEE MEETING MINUTES

Thursday, November 04, 2021
8:00am-10:30am, Meeting to be held via Zoom

Attendees: Dean Olevsky; Drs. J. Abraham, C. Mi, P. Lu, J. Supernak; Assoc. Dean's T. Garoma, Y. Ozturk, Asst. Dean Garcia, and Julie Smitherman

Dean Olevsky called the meeting to order at 8:01 am

1) Approval of 10/20/2021 Exec. Comm. Mtg. Minutes

There was an amendment in Item 12 to the 10/20/2021 minutes. The Executive Committee Members unanimously approved the 10/20/2021 Executive Committee Meeting minutes.

2) University Administrative Meeting

Dean Olevsky shared the following updates:

- 1) Dean Olevsky reported that during ADC there was a discussion of Hazardous Materials and Training. CoE EC will consider inviting Gillian Marks, Sr. Director of EHS, to an EC meeting for an updated report.
- 2) Dean Olevsky updated on the Curriculum reporting process.
- 3) The budget of SDSU overall is in good financial position. The deadline for PBAC proposals is November 19, 2021.
- 4) Asst. Dean Garcia reported that she and Assoc. Dean Ozturk are working on a PBAC request for base funding for 22-23 CoE Student Success and is seeking cross-divisional coordination with a sponsor from Student Affairs.
- 5) Dean Olevsky reported that the Provost will be visiting a EC Meeting in late Nov./early Dec. related to GI 2025. The director of Student Success Analytics, Erin Jacobs, is collecting data of engineering bottleneck courses to discuss graduation rates and gaps.

3) Faculty Search Update

Dean Olevsky shared the following updates:

- 1) Dean Olevsky reported that the Provost will be part of the interview process for any searches related to full professor, chair and endowed chair positions.
- 2) Dr. Supernak – Ads for the CCEE Chair position will be finalized on 11/05.
- 3) Assoc. Dean Garoma - Ads for Environmental Eng. Position will be finalized on 11/04
- 4) Dr. Mi - Both ECE position ads have been approved by Dean and waiting for approval from OERC. Interviews will start in February.
- 5) Dr. Abraham – All ME position ads have been approved by Dean and OERC. The ads have been posted on SDSU Employment page. A. Korba, ME Dept. Assistant, is gathering information on external advertising costs.

4) Achievement Gaps in all Majors

Assoc. Dean Ozturk shared a PowerPoint presentation on the following update:

- 1) Presentation of Achievement Gaps in all Majors. Associate Dean Ozturk meet with each department chair on Student Achievement Gaps. He will complete a report on the Assessment Gaps and Student Success at all levels. He reported that the Chancellors Office asked to focus on improving Student Learning Outcomes in the courses with large numbers of D/F/W.

5) Advising Update

Asst. Dean Garcia shared the following update:

- 1) November 18 from 9AM-12PM is the Provost Advising Forum.
- 2) Advising Campaign Progress is going very well. There have been approximately 50 major advising appointments per day. Drop-in Advising during Add/Drop Period 08/23 – 09/10 is 358. The number of student visits to CSSE Advisors between 09/17 – 11/04 is 2143. Out of those visits 1674 are concerning Master Plans.

6) GI 2025

Asst. Dean Garcia shared the following update:

- 1) MESA Tutoring started in early October and more courses are being added to the program.
- 2) MESA is serving low-income, URM, etc. The center is holding a STEM Shadow Day. The CoE 1 unit course ENG 096 (so to be ENG 101) Engineering Orientation & Career Exploration course gives incoming freshman a successful start. Engineering Transfer students taking GEN 250 will be touring laboratories on 11/10.
- 3) The Veteran Office is continuing to hold in-person office hours in the Dean's Conference Room E-203E on Tuesdays 1PM-2PM and Thursday 9AM-10AM. The office also advises veteran students on VA Benefits.
- 4) CSSE held a Transfer Student Event as part of National Transfer Student Week called Conduction Chats on 10/21.

7) Fall Preview Day

Asst. Dean Garcia shared the following update:

- 1) Fall Preview Day will be held on Saturday 11/06 from 10:30 am – 11:15 am virtually. Prospective students and parents will have a chance to ask questions to the panelist, Dean Olevsky and Assistant Dean Garcia. There will be presentations from Dr. Kevin Wood, ME Dept. Assistant Professor, Dr. Alicia Kinoshita, CCEE Associate Professor and Vanessa Ruiz, Student President of Aztec Racing.

8) Research Grants

Assoc. Dean Garoma shared slides for the following update:

- 1) The Research/Grant proposal submissions from 07/01/2021 – 10/31/2021 by department. For the College, the proposal submissions are 26% of the total for FY2021.
- 2) The Research/Grants dollar amount awarded by department with an overall amount of 5.4M.
- 3) The Grant Proposal Success Rate from 2014 – 2022.
- 4) T/TT with high Research Activity from 2017 – 2021. Included is the % of T/TT that contributed toward 75% of the total number of research awards and research dollars.

9) Faculty Activity Report

Assoc. Dean Garoma shared the Google Faculty Activity Report Form.

- 1) The departments will use two data sources, faculty CV and Google Activity Report for next 4 years, after which the Google Activity Report form would be used as the sole Activity Report.

10. JDP Update

Assoc. Dean Garoma shared the following update:

- 1) The JDP Research Symposium is on December 03 from 3:30 pm – 5:30 pm virtually.

11. Master's Program

Assoc. Dean Garoma shared slides for the following update:

- 1) The Graduate School Fair is on November 09 from 12:00 – 4:00 pm. It will be held in-person at Scripps Cottage.
- 2) Dean Olevsky and Assoc. Dean Garoma will be meeting with Dean of Graduate Studies, Tracy Love to review the target enrollment #'s for the Master's Programs.
- 3) Tables showing In-State (Calif.) residents and International students seeking Master's program by number of Applicants, Admits, New enrollment, Admit Rate, and Yield.

12. Important Dates

Fall 2021

November 5, 2021 (Fri) – 8:30am-1:00pm – **Engineering Dean's Advisory Board Mtg** – Virtual

November 9, 2021 (Tue) – 12:00pm-4:00pm – **Grad School Fair** -Scripps Cottage – In person

November 18, 2021 (Thu) – 9:00am-11:00am – **Provost Advising Forum** - Virtual

November 19, 2021 (Fri) – 8:15am-9:15am – **Provost Visit to Engineering** – In person

December 3, 2021 (Fri) – 3:30pm-5:30pm – **JDP Research Symposium** - Virtual

December 7, 2021 (Tue) – 11:00am-12:00pm – **CoE Faculty Mtg** – Virtual

December 9, 2021 (Thu) – 1:30pm-2:30pm – **CoE Staff Mtg** – Virtual

14. Roundtable

Dean Olevsky update on travel to Georgia Tech University Innovation District

- 1) The trip was informative and impressive. Georgia Tech Univ. Innovation District offers facilities to startup companies and established companies working next to university research labs.
- 2) Hala Madanat, Interim VP of Research, reported that SDSU MV Innovation District will break ground in 2023.
- 3) There may be a need of establishing a process of the submission of topics on News Articles from Faculty to Melinda Sevilla, CoE Communications Lead to post on media and social media outlets.

Having gone through all the items on the agenda, Dr. Abraham moved, and Dr. Supernak seconded, and the meeting was adjourned at 10:26 am.

Minutes submitted by Julie Smitherman, November 5, 2021