



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, February 16, 2022
2:00pm-4:30pm, Meeting to be held via Zoom

Attendees: Dean Olevsky; Drs. J. Abraham, P. Lu, C. Mi, J. Supernak; Assoc. Deans T. Garoma, Y. Ozturk, Asst. Dean T. Garcia, AVP of Faculty Advancement & Student Success, Joanna Brooks, ASIR Team (Jeanne Stronach, Madhavi McCall, Erin Jacobs, Michelle Lopez), and J. Smitherman.

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

- 1) AVP Joanna Brooks and Analytic Studies & Institutional Research Team Insight Reports
AVP Joanna Brooks, Jeanne Stronach, Madhavi McCall, Erin Jacobs, and Michelle Lopez presented the CoE Insight Reports - College Student Success Planning.
 - 1) AVP J. Brooks shared the GI 2025 Initiative and the *Data Into Action: College Student Success Plan*.
 - 2) E. Jacobs shared the CoE Insight Report.
 - 3) AVP J. Brooks shared the cohorts, course support, and advising culture action plan worksheet.
 - 4) AVP J. Brooks and T. Garcia shared the “Outreach Advising Plan” during the summer for incoming freshman students.
 - 5) AVP J. Brooks shared the zoom link to the Provost’s March 18th “Retention Forum”.
- 2) Approval of 02/02/2022 Exec. Comm Mtg. Minutes
There was an amendment in Item: Executive Order 1071, 7.2 to the 02/02/2022 minutes.
The Executive Committee Members unanimously approved the 02/02/2022 Executive Committee Meeting minutes.
- 3) University Administrative Meeting
Dean Olevsky shared the following updates:
 - 1) Dean Olevsky reported on his discussion with the Provost regarding Faculty hiring procedures.
 - 2) Dean Olevsky reported on the discussion he and Assoc. Deans Garoma and Ozturk had with the Provost regarding the CoE Enrollment Growth.
 - 3) Dean Olevsky asked each Department to identify two new positions and submit to the Dean by 03/25/22.
 - 4) Dean Olevsky reported on the CoE CSSE PBAC proposal.
 - 5) Dean Olevsky reported on his discussion with the Provost regarding the completion of the CoE Bylaws.
- 4) Faculty and Staff Searches Update
Dean Olevsky asked the Chairs and Asst. Dean for Faculty and Staff Search updates:
 - 1) Dr. Abraham reported the Advanced Manufacturing search committee has selected 5 candidates from the 14 on the short-list for on-campus interviews. The Computational Mechanics search committee has selected 3 candidates from the 13 on the short-list for on-campus interviews. The Energy Storage search committee is completing the Zoom interviews and will choose 3 finalists from the short-list of 8 being interviewed.

- 2) Dr. Supernak reported the CCEE Chair search committee has scheduled the Zoom interviews for the 5 short-listed candidates. The committee hopes to select 3 for on-campus interviews.
- 3) Assoc. Dean Garoma reported the Environmental Engineering search committee has selected 6 out of the 140 applicants for the short-list and will select 3 or 4 for on-campus interviews.
- 4) Dr. Mi reported there are 14 applicants for Digital Signal Processing and will conduct phone interviews the week of Feb. 21st with two candidates. The Renewable Energy search committee has completed screening the 60 applicants and will conduct phone interviews with 11 candidates the week of Feb. 21st.
- 5) Asst. Dean Garcia reported that the CoE Advising Team position will be posted on March 1st.
- 6) Asst. Dean Garcia shared that the WE/Femineer position posting has been delayed. In the meantime, Bianca Portal, Internship Coordinator, will temporarily take on the coordinating position until a staff member is hired.

5) CoE Constitution & Bylaws Update

Dean Olevsky reported that the CBC reviewed the updates to the Constitution and Bylaws that was submitted by the EC. The CBC has made some revisions for the EC to review.

6) Research/Grant Update

Assoc. Dean Garoma shared the following update:

- 1) Assoc. Dean Garoma shared graphs pertaining to T/TT Research Data proposal submissions, # of awards, award amount, and summary from FY 2017 – FY 2021.

7) JDP Program Update

Assoc. Dean Garoma shared the following update:

- 1) Assoc. Dean Garoma shared the Fall 2022 JDP Admissions.
 - a) Round 1 review – 01/12/2022 (6 recommended).
 - b) Round 2 review – 01/24/2022 (7 recommended).
 - c) Round 3 review – 02/04/2022 (5 recommended).
 - d) Round 4 review – 02/11/2022 (no applicant recommended).
 - e) About 20 applications are under review at SDSU Graduate Admissions Office.

8) Master's Program Update

Assoc. Dean Garoma shared the following update:

Assoc. Dean Garoma reported that the applications for Fall 2022 Master's Program will be accepted from 10/01/2022 – 03/01/2022. File completion deadline is 04/01/2022.

9) Faculty Activity Report Update

Assoc. Dean Garoma shared the following update:

- 1) Assoc. Dean Garoma reported that as of 02/16/2022, 28 faculty out of 70 have submitted their Assigned Time Requests/Activity Report. The faculty have until 02/18/2022 to submit their Assigned Time Requests/Activity Report for the next academic year.

10) Undergraduate Programs Update

Assoc. Dean Ozturk shared the following update:

- 1) Assoc. Dean Ozturk shared a table of expected undergraduate enrollment for Fall 2024
- 2) Assoc. Dean Ozturk shared a table of the graduation numbers from Fall 2021 and the expected graduation numbers for Spring 2022 and Summer 2022.
- 3) Assoc. Dean Ozturk shared a table on Admission numbers of the first-time freshmen and transfer students from Fall 2021 and the proposed Admission numbers for Fall 2022.
- 4) Assoc. Dean Ozturk projected a 21% increase in admission for Fall 2022.

11) Advising Update

Asst. Dean Garcia shared the following update:

- 1) Asst. Dean Garcia reported the Student Experience Survey was launched on 01/12/2022 and closed on 02/15/2022.
 - a) The survey was shared to the students via CANVAS, SDSU Navigate and posted on social media.
 - b) The survey was sent to 3066 students; 375 completed the responses; 135 students started the survey but did not complete it.
 - c) Asst. Dean Garcia shared some of the survey results.

12) GI 2025

Asst. Dean Garcia shared the following update:

- 1) Asst. Dean Garcia reported on the CoE College Insights.
- 2) Asst. Dean Garcia invited the EC to the Retention Forum on March 18, 2022, from 9:00 am – 11:00 am.
- 3) Asst. Dean Garcia shared the Registration Form to the Provost's Advising Forum on April 8, 2022, from 8:30 am – 11:00 am to the EC and College Advising Teams.
- 4) Asst. Dean Garcia shared that Explore SDSU will be virtual on March 12, 2022. The schedule is the Dean will present at 10:00 am and the Department Chairs will present at 11:00 am.
- 5) Asst. Dean Garcia shared that Explore SDSU on April 9, 2022, will be in-person on-campus. A larger room will be reserved for the Dean to present to students and families followed by department chairs. The student clubs will have informational tables in the EIS Courtyard and faculty will open their labs for demonstrations.

13) Important Dates

Spring 2022

- February 17 (Thu)** – 1:30pm-2:30pm – **CoE Staff Meeting** – Virtual
- March 4 (Fri) & March 5 (Sat)** – **Student Research Symposium** – Conrad Prebys Student Union
- March 10 (Thu)** – 3:00pm-6:00pm - **Albert W. Johnson University Lecture** – Tula Com. Center
- March 12 (Sat)** – **SDSU Explore** – virtual format
- March 18 (Fri)** – **Non-Instructional Day** – due to SDSU hosting NCAA Tournament
- April 9 (Sat)** – **SDSU Explore** – In-person on campus
- April 26 (Tue)** – 11:00am-12:00pm – **CoE Faculty Meeting** – BioScience Center, gold Auditorium
- April 28 (Thu)** – 2:30pm-3:30pm – **CoE Staff Meeting** – Dean's Conference Room, E-203E
- May 4 (Wed)** – 9:00am-1:00pm – **Dean's Advisory Board Meeting** – Montezuma Hall and Virtual
- May 4 (Wed)** – 1:30pm-4:00pm – **CoE Senior Design Day** – Montezuma Hall

14) Roundtable

C. Mi announced the Albert W. Johnson University Lecture will be on March 10, 2022, from 3:00 pm – 6:00 pm at the Tula Community Center

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 4:13 pm.

Minutes submitted by Julie Smitherman, February 17, 2022