

**EXECUTIVE COMMITTEE MEETING
MINUTES**

Wednesday, April 20, 2022
2:00pm-4:30pm, Meeting to be held via Zoom

Attendees: Dean E. Olevsky; Drs. J. Abraham, P. Lu, C. Mi, J. Supernak; Assoc. Deans T. Garoma, Y. Ozturk, Asst. Dean T. Garcia, Sr. Assoc. VP, Aneisha Mitchell, SDSU Student Ombudsman, Darrell Hess, Kate Carinder, Amy Jensen

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

1. Student Affairs +Campus Diversity Update

Sr. Assoc. VP, Aneisha Mitchell and SDSU Student Ombudsman, Darrell Hess, discussed their roles in Student Affairs + Campus Diversity. They shared that they are working on the Academic Dishonesty reporting process with Joanna Brooks and the Senate after receiving feedback from across campus that the process is cumbersome and needs to be streamlined. They don't have a timeline for when a new process will be implemented but it is a high priority.

2. URAD Updates

Kate Carinder, Senior Director of Development shared the following update:

1. College of Engineering endowment gifts have gone from \$11.2M to \$23M since 2018.
2. College of Engineering topped the leaderboard for the Day of Giving even though we only have 5% of the total SDSU alumni base.
3. Development is utilizing the college website and social media to share success stories that in turn will motivate others to give.
4. Added both college valedictorians and Monty/Alumni of Distinction award recipients to the website.
5. The new Director of Development, Chris Larkin, joined the team in early April 2022.
6. In 2020 the University lowered the endowed scholarship amount from \$50K to \$25K which has helped us establish several scholarships.

3. Approval of 04/06/2022 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 04/06/2022 Executive Committee Meeting minutes with minor edits to # 6.

4. University Administration Meetings

Dean Olevsky shared the following updates from the AA Senior Leadership (ADC & AVP's) meetings:

1. A faculty hiring task force recommended to include key data points such as student demographics, faculty demographics and majors/degrees awarded in order to improve hiring proposals. The task force has also recommended that all possible candidates be approved on one approval to negotiate.
2. Fall 2022 enrollment is looking better due to a boost in freshman and transfer applications. We also have a large waitlist of 520 students.
3. The new CSU teleworking policy was discussed.

5. Update on Faculty Searches

Dean Olevsky discussed our critical situation when it comes to space. He asked Dept. Chairs to mention in their hiring proposals for next year what space will be utilized for the office and lab for the new hire.

6. Assigned Time for Graduate Advisors

The executive committee discussed the assigned time for Graduate Advisors and whether it should be uniform across the departments. At the conclusion of the discussion, Dr. Abraham moved that each

department will have one graduate advisor. If there are 75 or more students enrolled the advisor will receive 6 units per year of assigned time; if there are less than 75 students, the advisor will receive 3 units of assigned time per year. Chris Mi seconded. A vote was taken and the motion was unanimously accepted.

7. Research/Grant Update

Assoc. Dean Garoma shared slides on the following:

1. Research Data on Proposal Submissions table for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-04/14/22). And FY 2022 (% of FY 2021) by department.
2. Research Data on the number of Awards for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-04/14/22), and FY 2022 (% of FY 2021) by department.
3. Research Data on the dollar amount Awarded for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-04/14/22), and FY 2022 (% of FY 2021) by department.
4. Comparison analysis graph of # of proposals by rank for FY 2022
5. Comparison analysis graph of # of awards by rank for FY 2022
6. Comparison analysis graph of dollar amount by rank for FY 2022

8. JDP Program Update

Assoc. Dean Garoma shared the following updates:

1. 26 JDP applicants were recommended for admission by SDSU Steering Committee.
2. 15 of them were approved by UCSD department
3. For the remaining, SDSU advisors are trying to find co-advisors at UCSD
4. Currently in the process of checking support (3yrs) and commitment for tuition fee contribution

9. Master's Program Update

Assoc. Dean Garoma shared slides on the following:

1. Comparison analysis table of F2021 and F2022 of New CA Residents students seeking Master's Degree by the number of Applications, Admits and Intent to Enroll by department.
2. Comparison analysis table of F2021 and F2022 of New Non-Residents & International students seeking Master's Degree by the number of Applications, Admits and Intent to Enroll by department.
3. Comparison analysis table of F2021 and F2022 of All Residency students seeking New Master's Degree by the number of Applications, Admits and Intent to Enroll by department.

10. ABET Update

Assoc. Dean Ozturk discussed with the department chairs what materials are needed for the ABET response.

11. Summer Program

Assoc. Dean Ozturk discussed the summer courses with low enrollment in each department and whether they should be cancelled or try an email campaign to get more enrollment.

12. Advising Update

Asst. Dean Garcia announced that two new advisors are now on board and going through training. They will start to meet directly with students next week.

13. GI 2025

Asst. Dean Garcia provided the following updates:

1. Communication with new students – asking them if they are interested in taking summer courses.
2. AVP Joanna Brooks and AVP/Dean of Students Randy Timm are developing communication to students telling them to take their Math and Chem Placement exams by July 1. If they do, they will get their exam fee waived. This encourages STEM students to be prepared for appropriate math/chem classes in fall. As part of this effort and to support STEM students. A Math Equity coordinator will be hired for the University to help.
3. Asst. Dean Garcia requested that the chairs check their portion of the catalog to make sure it is accurate since the catalog is already publicly available online and is used to create the MyMAPS. Errors have already been noted and corrected in ECE and ME department sections.

14. Important Dates

Spring 2022

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

May 14 (Sat) – 5:30pm – **CoE Commencement** – Viejas Arena

Fall 2022

August 18 (Thu) – 1:00pm-4:30pm – **CoE Retreat** – Templo Mayor, Conrad Prebys Student Union

August 19 (Fri) – 6:30pm-8:30pm – **CoE Gathering** – Tom Ham’s Lighthouse

15. Roundtable

Asst. Dean Garcia thanked everyone for their participation in SDSU Explore which was a great success. Dr. Supernak was thankful for the larger room they received for Explore as they had a very good showing and still had guests standing with the larger room.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 4:15 pm.

Minutes submitted by Amy Jensen, April 22, 2022.