

**EXECUTIVE COMMITTEE MEETING  
MINUTES**

Monday, May 02, 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, Director of International Affairs Noah Hansen, Sr. International Student Advisor Lisa Lyons, Program Development Specialist Julie Dugan and Global Education Advisor Kelsey Toyoda, and Julie Smitherman.

Dean Olevsky called the meeting to order at 2:06 pm.

1. International Affairs Update

Director of IA Noah Hansen, Julie Dugan, Lisa Lyons, and Kelsey Toyoda shared the overview and restructuring of the International Affairs and Global Campus. IA has assigned three staff members to work with the CoE faculty and students.

Program Development Specialist, Julie Dugan, shared she will work with CoE faculty with study abroad program development.

Sr. International Student Advisor, Lisa Lyons, shared she will be working with international and exchange students helping them with Student Visas, navigating SDSU requirements and off campus work authorizations. Lisa shared that IA will also be hiring a Sponsor Student Coordinator who will work with Assistant Dean, Theresa Garcia.

Global Education Advisor, Kelsey Toyoda, shared she will help CoE students with Travel Abroad opportunities and will continue to have open office hours in the CoE Dean's Conference Room.

Dean Olevsky shared with IA that the CoE does have an Engineering Program at SDSU Georgia and other Ad-Hoc programs abroad.

2. Approval of 04/20/2022 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 04/20/2022 Executive Committee Meeting minutes with minor edits to # 9.

3. University Administration Meetings

Dean Olevsky shared the previous update 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. New Faculty proposals will be sent to the provost.
3. Fall 2022 enrollment is growing due to a boost in freshman and transfer applications. We also have a large waitlist of 520 students.
4. The new CSU teleworking policy has been sent to the CSU community.
5. The President and Provost will be visiting Design Day on 05/04/2022.

4. Faculty Searches Update

Dean Olevsky asked the Department Chairs for their update of Faculty Searches.

1. Dr. Supernak reported the Environmental Engineering interviews are complete, ranked and sent to the Dean. Dr. Supernak reported the CCEE Chair interviews are complete, and the Search Committee will meet to discuss a final recommendation.
2. Dr. Mi reported the Renewable Energy recommended candidate has accepted the offer. The Digital Signal candidates did not qualify for the position. The search will roll over to next AY.

3. Dr. Abraham reported the Computational Mechanics and Advanced Manufacturing candidates have accepted the offers. The Energy Storage position was not successful.

#### 5. Research/Grant Update

Assoc. Dean Garoma shared slides on the following:

1. Research Data table on Proposal Submissions for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-04/26/22). And FY 2022 (% of FY 2021) by department.
2. Research Data table on the number of Awards for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-04/26/22), and FY 2022 (% of FY 2021) by department.
3. Research Data table on the dollar amount Awarded for FY 2021 (07/01/20-06/30/21), FY 2022 (07/01/21-04/26/22), and FY 2022 (% of FY 2021) by department.

#### 6. 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 the JDP applicants were approved by UCSD department.
3. 14 out of the 15 JDP applicants admitted by SDSU and waiting for UCSD to admit all 14.
4. 11 JDP applicants are still being considered at UCSD departments.
5. There are 9 UGF and 3 PRGF Awards for the Spring 2022 Graduate Student Fellowship and Scholarship opportunities.

#### 7. 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.
4. There are 1 MRS and 1 PRGF Award for the Spring 2022 Graduate Student Fellowship and Scholarship opportunities.

#### 8. Keystone Education Group

Assoc. Dean Garoma shared the following on Keystone Education Group opportunity:

1. Keystone will promote the CoE Master's and JDP Programs globally using their digital platform to attract applicants as they search online.
2. Keystone will create a custom plan tailored to the CoE.
3. Keystone has multilingual optimization in 33+ languages across global search engines including Google, Baidu, Bing, and Yandex.
4. Keystone can use Geo-Targeting (India, Middle East (Kuwait, Saudi Arabia, UAE, and Qatar)) to promote CoE programs.

#### 9. Undergraduate Program Update

Assoc. Dean Ozturk shared slides on the Nuventive platform:

1. SDSU has adapted Nuventive for the management of College Assessments.
  - a. Every Department chair will have an account to upload information and documents.
  - b. All Outcomes the CoE has provided so far are imported along with any assessment plans.
  - c. Courses, assessment plans and assessment methods will need to be updated.
  - d. The deadline to submit information is August 30, 2022.

#### 10. Summer Session 2022 Update

Assoc. Dean Ozturk shared the Summer Session 2022 enrollment numbers (as of 05/02/2022), the CoE target enrollment number, CoE base funding, and the cost per FTES. Due to low enrollment numbers some courses will need to be cancelled.

#### 11. Advising Update

Asst. Dean Garcia shared slides on the following updates:

1. The Spring 22 Appointment Activity charts showed the appointment activity at CSSE.
  - a. There was a total of 6127 appointments made during the AY 2021/22.
  - b. The first chart showed: 1943 advising appointments and 374 tutoring appointments.
  - c. The second chart showed the advising appointments numbers by Major Advisors, Asst. Dean, Peer Advisors, SA Coordinator, and Intern/Career Coordinator.
2. The Spring 22 Advising Campaigns consisted of appointment priority of students who did not respond to Fall 21 or students without Master Plans on file and messaging students prior to registration.
3. The AY 2021-22 Advising Activity table reported the Fall 21, Spring 22 and Total AY broken down by Distinct Students and Appointments Scheduled.

#### 12. GI 2025 Update

Asst. Dean Garcia shared the following updates:

1. The New Student intent to enroll at SDSU was May 1, 2022
2. New Student Orientations for Fall 22 will be from Mid-July to Mid-August.
3. The Math Equity Initiative is in place. The Math & Chemistry Placement Exams for incoming Freshmen deadline is 07/01/2022 in order to place the students in the appropriate levels of math and chemistry courses for Fall 22.
4. Engineering 101 course, *Engineering Orientation & Career Exploration*, for MESA Program students is listed on the SDSU Fall 22 Class Schedule. The students will be assigned “Turning on the Lights”, a textbook to empower incoming students to create their own success in the bright light of the learning culture.
5. Tentative funding from the Provost for AY 2022-23 for Peer Advising, Tutoring & Academic Excellence Workshops (AEWs).

#### 13. Important Dates

##### Spring 2022

**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

#### 14. Roundtable

Dr. Abraham informed Dr. Ozturk that some of the ME Courses are not listed on the Fall 22 Class Schedule due to the lack of classroom availability.

Julie Smitherman reminded the EC members of the DAB meeting on 05/04/2022 and that breakfast will be provided at 8:30am.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 3:52 pm.

Minutes submitted by Julie Smitherman, May 06, 2022.