

**EXECUTIVE COMMITTEE MEETING  
MINUTES**

Wednesday, January 18, 2023  
2:00pm-4:30pm, Meeting to be held via Zoom

Attendees: Dean E. Olevsky; Drs. J. Abraham, P. Lu, S. Sharma, D. Zhao; Assoc. Deans T. Garoma, Y. Ozturk, Asst. Dean T. Garcia; Sr. Director of Development Kate Carinder, and Julie Smitherman.

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

1. URAD Update

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

1. Kate Carinder shared the CoE Development has secured \$2M as of 01/18/2023 and is working to close gifts by 06/30/2023.
2. Kate Carinder shared the Development Team *Mini Campaigns* are working well targeting their ROI donors.
3. Kate Carinder shared the Development Team is focusing on In-Kind Gifts.
4. Kate Carinder shared the Development Team is inviting Emeriti Faculty to the SDSU Student Symposium being held on March 3 & 4, 2023.
5. Kate Carinder shared SDSU's Day of Giving is March 14, 2023.

2. Approval of 01/04/2023 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 01/04/2023 Executive Committee Meeting Minutes with minor edit to 5.1.

3. University Administration Meeting Update:

Dean Olevsky shared the following update from the ADC and Faculty Advancement Meeting.

ADC update:

1. Dean Olevsky shared that AVP of Curriculum, Assessment & Accreditation, Madhavi McCall, asked for the CoE departments to review and update their Master's Program mapping information on their department websites.
2. Dean Olevsky shared an update on the my.SDSU transition and reported that a workforce is being formed to help improve my.SDSU.
3. Dean Olevsky shared the current SDSU and CoE enrollment, as well as the forecast for 2023/24.

Faculty Advancement Update:

1. Dean Olevsky shared how to proceed with hiring T/TT Faculty.
  - o Dept. Chairs to identify office & laboratory space.
2. Dean Olevsky shared the process, requirements, and obligations of possible hiring Research Fellows.
3. Dean Olevsky is in preliminary discussions on constructing a new building similar to Building A.

4. Research/Grant Update:

Associate Dean Garoma shared the following slides:

1. Research Data table on Proposal Submissions from T/TT for 2022/23 AY. Including the # of Proposals in FY 2022, FY 2023 (as of 01/18/2022) and FY 2023 (% of FY 2022) by department.
2. Research Data table on # of Awards from T/TT for 2022/23 AY. Including the # of Awards in FY 2022, FY 2023 (as of 01/18/2022) and FY 2023 (% of FY 2022) by department.
3. Research Data table on \$ of Awards from T/TT for 2022/23 AY. Including the \$ of Awards in FY 2022, FY 2023 (as of 01/18/2022) and FY 2023 (% of FY 2022) by department.

4. Assoc. Dean Garoma shared that the College has signed a one-year agreement with Hanover Digital to provide grant services to selected junior faculty members. The agreement comes with a subscription for Hanover digital.

#### 5. JDP Program Update

Associate Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the applications submitted for Fall 2023.
  - BIO – 4 (1 complete)
  - ECE – 30 (4 complete)
  - MAE – 63 (9 complete)
  - ST – 8 (1 complete)
  - TOTAL – 105 (15 complete)
2. Assoc. Dean Garoma shared the first review session is scheduled for January 27, 2023.
  - The JDP Steering Committee will meet weekly to review applications as they become complete.
  - Applicants recommended by the committee will be asked to submit their application to UCSD by February 17, 2023.
3. Assoc. Dean Garoma shared two Data tables of Engineering JDP Enrollment by New Enrollment from Fall 2018 – Fall 2022 and Total Enrollment from Fall 2018 – Fall 2022 by Program.

#### 6. Master's Program Update

Assoc. Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the application submission deadline for the Master's Program is February 1, 2023.
2. Assoc. Dean Garoma shared the number of applicants by program as of 01/18/2023.
  - AE – 27 (3 complete)
  - BIO – 2 (1 complete)
  - CompE – 37 (6 complete)
  - CIVE – 32 (5 complete)
  - EE – 77 (13 complete)
  - ENVE – 8 (2 complete)
  - ME – 29 (11 complete)
  - MENG – 8 (1 complete)
  - TOTAL – 220 (42 complete)

#### 7. Undergraduate Update

Assoc. Dean Ozturk shared the following update:

1. Assoc. Dean Ozturk shared a Data table of Undergraduate Enrollment numbers of Spring 21 and Spring 22 by SDSU Colleges.
2. Assoc. Dean Ozturk shared a Data tables of Transfer Admission numbers of FTF, Student Classification, and by Major.
3. Assoc. Dean Ozturk shared the Waitlist numbers as 01/18/2023 by major, courses, and sections.
4. Assoc. Dean Ozturk shared examples of the prerequisite structures of courses in my.SDSU.
5. Assoc. Dean Ozturk reported that the CoE will work with Associate VP of Enrollment, Stefan Hyman, to encourage Community Colleges to develop articulated courses.

#### 8. Advising & GI 2025

Asst. Dean Garcia shared the following:

1. Asst. Dean Garcia shared Career & Internships Coordinator, Liza Aguirre Oviedo, Student Career Preparedness information graphic on how to be Career Ready. And reported that Liza is using NACE's (National Association of Colleges and Employers) benchmarks to tailor workshops and resources to strengthen CoE student's career preparedness.
2. Asst. Dean Garcia shared system issues regarding C/NC course listings in my.SDSU.

3. Asst. Dean Garcia shared that during the Add/Drop period the Major Advisors are accepting student walk-ins who need advising. Student appointments will start up again after Add/Drop, Feb. 01, 2023.

9. GI 2025 Update

Asst. Dean Garcia shared the following update:

1. Asst. Dean Garcia shared that AVP of Faculty Advancement & Student Success, Joanna Brooks, has asked the Major Advisors to focus on seniors who are tracking to graduate in Spring 23 and Summer 23.

10. Important Dates

Spring 2023

- **February 14 (Tue)**–11:00am-12:30pm –**CoE Faculty Meeting**–Gold Auditorium, BioScience Center
- **February 16 (Thu)**–1:30pm-2:30pm – **CoE Staff Meeting** – Dean’s Conference Room E-203E
- **March 4 (Sat)** – 10:00am-5:00pm – **San Diego Festival of Science & Engineering** – Petco Park
- **April 15 (Sat)** – **Explore SDSU**
- **April 25 (Tue)** - 11:00am-12:30pm –**CoE Faculty Meeting**–Gold Auditorium, BioScience Center
- **April 27 (Thu)** 1:30pm-2:30pm – **CoE Staff Meeting** – Dean’s Conference Room E-203E
- **May 3 (Wed)** – 9:00am-1:00pm – **Dean’s Advisory Board Meeting** – Templo Mayor
- **May 3 (Wed)** – 1:30pm-4:00pm – **Design Day** – Montezuma Hall

11. Roundtable

Asst. Dean Theresa Garcia shared that the Outreach Survey will launch in early February.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 4:03 pm.

Minutes submitted by Julie Smitherman, January 20, 2023.