

**EXECUTIVE COMMITTEE MEETING  
MINUTES**

Wednesday, February 15, 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. Dean T. Garoma, Asst. Dean T. Garcia; Sr. Director of Development Kate Carinder, and Julie Smitherman.

Excused: Assoc. Dean Y. Ozturk

Dean Olevsky called the meeting to order at 2:01 pm.

1. URAD Update

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

1. Kate Carinder shared the CoE Development has secured \$3.3M of the \$5M goal for 2022/23.
2. Kate Carinder shared recent Gifts.
  - \$1.2M – given anonymously for scholarship
  - \$125,000 – NECA – AGC Chair Campaign
  - \$75,000 – Harper Construction –AGC Chair Campaign
  - \$200,000 – Beaver Charitable Trust – completes AGC Chair Campaign
  - \$200,000 – Dr. Woodcock – Rocket Project & Aztec Electric Racing
  - \$50,000 - Alex Mora – college wide support fund
3. Kate Carinder shared the priorities of the Development Team.
  - Faculty Support
  - Scholarship
  - Diversity, Equity & Inclusion
  - Stewarding – Demonstrating Meaningful Impact
4. Kate shared the Development Team will continue to invite Alumni to already scheduled university and college events.
5. The *Day of Giving* is scheduled for March 15, 2023.

2. Approval of 02/02/2023 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 02/02/2023 Executive Committee Meeting Minutes with minor edit to 4.2.

3. University Administration Meeting Update

Dean Olevsky shared the following update from the AA Senior Leadership Meeting.

1. Dean Olevsky shared the ENS Building is temporarily closed with an estimated return date of 03/03/2023. Students, whose courses are currently scheduled in the building, are to stay in contact with their professor regarding the course modality.
2. Dean Olevsky reported on the preparation of proposals for 2023/24 Faculty Lines.

4. Faculty Search Update

ECE Department – Dr. Satish Sharma reported:

- Optics Photonics Electronics: Phone interviews are currently being conducted by the search committee. The short-list will be submitted for approval and on-campus interviews to be scheduled in March.
- fred harris Endowed Chair: Phone interviews are currently being conducted by the search committee. The short-list will be submitted for approval and on-campus interviews to be scheduled in March.

ME Department – Dr. John Abraham reported:

- Interfacial Design in Energy Storage: Phone interviews and the short-list of candidates have been approved. The on-campus interviews have been set for 02/23, 02/28, 03/02, and 03/07.
- Energy Storage: Phone interviews and the short-list of candidates have been approved. The on-campus interviews have been set for 03/09, 03/14, and 03/16.

AE Department – Dr. Ping Lu reported:

- Space Engineering: Twelve candidates have been selected for phone interviews to be completed 02/17. The short-list will be submitted for approval and on-campus interviews to be scheduled in March.

5. ABET Review Update

The department chairs updated on the preparation status of the ABET reports.

6. 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 02/01/2023) 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 02/01/2023) 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 02/01/2023) and FY 2023 (% of FY 2022) by department.
4. Active Grants Table and Graphs by Rank including Budget (\$) and Available Balance (\$) for each department and the college as of 02/06/2023.

7. JDP Program Update

Associate Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the Fall Application cycle issues with my.SDSU.
2. Assoc. Dean Garoma shared the Fall 2023 Application Cycle table as of 02/08/2023 by program.
3. Assoc. Dean Garoma shared the Application Review process:
  - The JDP Steering Committee's first review session was held on Feb. 3, 2023 with (4) applicants recommended for admissions.
  - The second review session was on Feb. 10, 2023 with (4) applicants recommended for admissions.
  - The committees will meet weekly to review applications.
  - Applicants recommended by the committee will be asked to submit their applications at UCSD by Feb. 17, 2023. The applicants can also request an extension.
4. Assoc. Dean Garoma shared the Guidelines for Awarding Tuition Waivers.

The revision of the guidelines:

- Per CGS, all students (incoming & returning) are eligible for NRTW Awards.
  - The Steering Committee is evaluating whether to use lottery or merit-based criteria to allocate NRTWs.
5. Assoc. Dean Garoma shared the Grad Student Fellowship & Scholarship:
    - JDP nominations for the PGRF are due to Assoc. Dean Garoma by March 1, 2023 (for priority cycle) and March 22, 2023 (for regular cycle).
    - JDP nominations for UGF are due to Assoc. Dean Garoma by March 22, 2023.
    - MS nominations for MRS and/or PRGF are to be submitted to your department Master's Program(s) Graduate Advisor.

8. Master's Program Update

Assoc. Dean Garoma shared the following update:

1. Assoc. Dean Garoma discussed Assigned Time for graduate advisors for AY, Winter and Summer.

## 9. Advising Update

Asst. Dean Garcia shared the following:

1. Asst. Dean Garcia shared Advising concerns:
  - Students being miss informed they can choose any catalog for graduation.
    - Students are allowed to keep their original catalog but can choose graduation catalog upon applying to graduation.
  - Map/guide/MP pre-Summer 2021 with 4<sup>th</sup> elective.
    - Some students are following previous maps with only (3) electives.
    - No electives scheduled for 2023; delay in graduation.
  - Asst. Dean Garcia shared GEAR Waivers for Fall 23 grads.
2. Asst. Dean Garcia shared the Pre-major to Major processes.
  - Assistant Deans notified on 02/10/2023 that colleges must identify and move eligible pre-majors to major status.
  - Asst. Dean Garcia received pre-major list; missing data; fix expected 02/19/2023; new list expected 02/20/2023.
  - Asst. Dean Garcia is submitting COM forms; Major Advisor's to follow up with Appointment Campaign.
3. Asst. Dean Garcia shared the Campaign Priorities for Spring 2023.
  - Pre-majors by class level: Seniors, Juniors, Sophomores, First Year.
  - Master Plan class assignments.
  - Missing Master Plans by pre-major status and class level.
    - Manual check (by peer navigators) for students with MP on file.

## 10. GI 2025 Update

Asst. Dean Garcia shared the following update:

1. Asst. Dean Garcia shared the Transfer Student Initiatives.
  - Current
    - GENS 250
      - University Seminar for MESA Transfer Students
      - Adjustment to SDSU CoE & MESA
      - Micro-certification in UG Research
    - Conduction Chat: Fall Transfer Student Panel
    - Tutoring offered in Upper Division high challenge courses
  - New
    - Transfer Open House; facilitated by MESA and Outreach Team is scheduled 03/17/2023 on campus.
    - Advisor Counselor Meeting on 03/24/2023; collaboration among CoE & Enrollment Services.
  - Proposed
    - A Campus wide effort.

## 11. Important Dates

### Spring 2023

- **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)** – 9:00am – 2:00pm - **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

12. Roundtable

Assoc. Dean Garoma shared the JDP Committee will meet on 02/17/2023 to discuss GRE Requirements.

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, February 17, 2023.