

**EXECUTIVE COMMITTEE MEETING  
MINUTES**

Wednesday, March 01, 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; Global Campus Sr. Assoc. Dean Sweta Sarkar, Global Campus Asst. Dean International Strategy & Programs Eddie West; and Julie Smitherman.

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

1. Global Campus Activities Update

Global Campus Sr. Assoc. Dean Sweta Sarkar and Global Campus Asst. Dean International Strategy & Programs Eddie West updated on potential pathways (especially through the Semester-at-SDSU program at Global Campus) to boost graduate student enrollment and revenue for the College of Engineering. Topics covered were Enrollment History, Student Nationalities, Revenue Distributions, Future Possibilities, Pathway for Research Robustness, and Pathway for potential graduate students in the past Semester-at-SDSU program.

2. Approval of 02/15/2023 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 02/15/2023 Executive Committee Meeting Minutes with minor edit to 7.1.

3. University Administration Meeting Update

Dean Olevsky shared the following update from the ADC Meeting.

1. Dean Olevsky shared AVP of FA & SS Joanna Brooks, AVP of AA Enrollment Stefan Hyman, and AVP of CAA, Madhavi McCall changes to the Student Registration Process.
2. Dean Olevsky reported on the number of Spring 2022 Course Exception Forms that were submitted to Enrollment Services.
3. Dean Olevsky reported on the preparation of proposals for 2023/24 Faculty Lines.
4. Dean Olevsky reported on low enrollment courses.
5. Dean Olevsky shared the Summer Session 2023 enrollment numbers.
6. Dean Olevsky reported on 2023/24 Financial Outlook.
7. Dean Olevsky and Assoc. Dean Garoma updated on CoE Space Allocations.

4. Faculty Search Update

ECE Department – Dr. Satish Sharma reported:

- Optics Photonics Electronics: Phone interviews and the short-list has been approved. The on-campus interviews are set for 03/09, 03/13, 03/15, and 03/24.
- fred harris Endowed Chair: Phone interviews and the short-list has been approved. The on-campus interviews are set for 04/03, 04/05, 04/07, 04/12.

ME Department – Dr. John Abraham reported:

- Interfacial Design in Energy Storage: Two on-campus interviews took place on 02/23 and 02/28. Next on-campus interviews will take place 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, 03/16, and 03/21.

AE Department – Dr. Ping Lu reported:

- Space Engineering: Phone interviews and the short-list has been approved. The on-campus interviews are set for 03/03, 03/07, 03/09, 03/17, and 03/20.

5. ABET Review Update

Assoc. Dean Ozturk shared there is an ABET Seminar on “How to better plan for Assessment” on 03/03/2023. The department chairs updated the EC on the department assessment 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 02/28/2023) 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 02/28/2023) 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 02/28/2023) and FY 2023 (% of FY 2022) by department.
4. Proposal Success Rates from 2015 – 2023 by the number of Submitted Proposals, Pending Proposals, Evaluated Proposals, Awarded Proposals, Declined Proposals, Withdrawn Proposals, and Success Rate.

7. JDP Program Update

Associate Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the Fall 2023 Application Cycle table as of 02/28/2023 by program.
2. 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 third review session was on Feb. 17, 2023 with (9) applicants recommended for admissions.
  - The JDP Steering Committee will meet weekly to review applications.
  - Applicants recommended by the committee are being asked to submit their applications to UCSD.
3. Assoc. Dean Garoma shared the GRE Policy for JDP’s.
  - As of Feb. 17, 2023 SDSU JDP Steering Committee unanimously recommended to align GRE requirements with UCSD Departments.
    - Structural: Require the GRE. The policy is firm, with no plans to change.
    - MAE: Temporarily waived GRE for Fall 2023, but strongly recommend it. May go back to requiring GRE for Fall 2023.
    - ECE: Temporarily waived GRE for Fall 2023. No final decision yet but will likely become permanent elimination.
    - BioEngineering: Permanently eliminate the GRE.

8. Master’s Program Update

Assoc. Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the draft of the Assigned Time for Graduate Advisors with the EC.

9. Undergraduate Program Update

Assoc. Dean Ozturk shared the following update:

1. Assoc. Dean Ozturk shared graphs and tables of the CoE Achievement Gaps in the following areas.
  - Graduation Gaps (URM – 4 years or less from Fall 2014 – Fall 2018).
  - Graduation Gaps (URM – 5 years or less from Fall 2014 – Fall 2017).
  - Graduation Gaps (URM – 6 years or less from Fall 2015 – Fall 2016).
  - Pell Recipients/DFW% Gap by department from Fall 2017 – Spring 2022
  - URM DFW% Gap by department.
  - Pell Eligible/DFW% Gap for Fall 2021 and Spring 2022 by department courses.

- URM/DFW% for Fall 2021-Spring 2022 by department.

## 10. Advising Update

Asst. Dean Garcia shared the following:

1. Asst. Dean Garcia shared the Pre-major to Major update:
  - Asst. Dean Garcia identified and reviewed 1466 premajor students and has completed 607 Change of Major forms. (AE & ME (not BioE) are completed).
  - Asst. Dean Garcia shared the Major Advisors will follow up with non-eligible students.
2. Asst. Dean Garcia shared the CSSE.SDSU.EDU webpage. The webpage includes:
  - Internship Page
  - Student Information
  - Company Information
3. Asst. Dean Garcia shared Advising concerns & questions:
  - SDSU Graduation Evaluator update
    - AP units in consideration for switching to Engineering
    - Penalize high achieving students
  - Degree Evaluation update requested for CivE & EnvE.
  - CESC update
    - CESC has added a New CESC VP of Academic Affairs that will begin Fall 2023. The VP will be the voice for the students.

## 11. GI 2025 Update

Asst. Dean Garcia shared the following update:

1. Asst. Dean Garcia shared the 1<sup>st</sup> Year Student Initiatives.
  - ENGR 101
    - Focus on 'Math Precarious' students in Math140/Math141
    - Enroll with ENGR 101
    - Facilitators paid by FASS
    - Looking for additional facilitators from CoE
  - Addresses Math Equity
2. Asst. Dean Garcia shared the Transfer Student Initiatives (Since last meeting dated 02/15/2023).
  - Early New Student Orientation (NSO) for Transfer Students
    - To be held in June
    - To increase Yield of New Transfer Students
    - To Promote Summer S2 attendance
    - Engineering courses identified in S2
      - CivE 225 (Math 150 & Phys 195 or Phys 180A(for ConM))
      - ConE 240 (Phys 180a) & ConE 330 (Math 150)
      - ME 190 and ME 220 (ME/AE 200 & Math 151 both with C or better)
    - Proposed Engineering Majors Invited to Early NSO
      - Aerospace Engineering
      - Civil Engineering, ConE, ConM, EnvE
      - Mechanical Engineering

## 12. Important Dates

### Spring 2023

- **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

13. Roundtable

Dr. J. Abraham asked to add to the next EC Agenda a discussion on how to implement the writing requirements in the senior capstone courses for Fall 2023.

J. Smitherman informed the EC that the DAB Meeting will begin at 8:30am on May 3<sup>rd</sup>.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 4:45 pm.

Minutes submitted by Julie Smitherman, March 03, 2023.