SDSU | College of Engineering

EXECUTIVE COMMITTEE MEETING
MINUTES

Wednesday, April 19, 2023
2:00pm-4:30pm, Meeting to be held via Zoom

Attendees: Dean E. Olevsky; Drs. J. Abraham, P. Lu, S. Sharma; Assoc. Deans T. Garoma, Y. Ozturk; VP of University Relations & Development, Adrienne Vargas; AVP of University Relations & Development, Mary Darling; CFO of The Campanile Foundation, David Fuhriman, and Julie Smitherman.

Excused: Asst. Dean T. Garcia, Dr. D. Zhao

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

1. SDSU Philanthropy Update
    Adrienne Vargas, VP of University Relations & Development; Mary Darling, AVP of University Relations & Development; and David Fuhriman, CFO of The Campanile Foundation shared the following update:
    1. VP Vargas, AVP Darling, and CFO Fuhriman shared the overview of SDSU Philanthropy.
        - History of Philanthropy at SDSU, Campanile Foundation and KPBS Public TV
        - Reasons for giving
        - Impact on giving
        - Funding sources
        - How endowments work

2. URAD Update
    Kate Carinder, Senior Director of Development shared the following update:
    1. The *Day of Giving* was March 14, 2023.
        - CoE raised $138,000.00
        - SDSU raised a total of $325,000.00

3. Emeriti Faculty Meeting Update
    Dr. Ping Lu shared that five Emeriti Faculty, who represented each CoE departments, attended the April 12, 2023 meeting. Dr. Lu presented slides to the Emeriti Faculty on the growth of the AE Department. The Emeriti Faculty will continue to plan on-campus meetings to further connect with each department, faculty and students. The Emeriti Faculty have a designated office (E-304) for them to share and work.

4. Approval of 03/27/2023 Exec. Comm. Mtg. Minutes
    The Executive Committee Members unanimously approved the 03/27/2023 Executive Committee Meeting Minutes with minor edit to 7.

5. University Administration Meeting Update
    Dean Olevsky shared the following University Administration update.
    1. Dean Olevsky reported on the 2023/24 Faculty Lines.
    2. Dean Olevsky updated on the Fall 2023 Enrollment Numbers.
    3. Dean Olevsky reported that Explore SDSU for Admitted Students had a high attendance rate of students and families.
    4. Dean Olevsky updated the EC on the university budget.

6. Faculty Search Update
Dean Olevsky shared that all Assistant Professor positions have been filled for Fall 2023.
   - AE Department – Space Engineering
   - ECE Department – Optics Photonics Electronics
   - ME Department – Energy Storage
   - ME Department – Interfacial Design in Energy Storage

ECE Department – Dr. Satish Sharma reported:
   - fred harris Endowed Chair: The ECE Faculty have conducted three on-campus interviews. The Faculty will meet on April 20, 2023 to rank the candidates and submit to the Dean.

7. ABET Review Update
Assoc. Dean Ozturk reported that he has received the draft report from Department Chairs, Dr. John Abraham and Dr. Satish Sharma. Assoc. Dean Ozturk will review and send feedback on the draft reports to Dr. Abraham and Dr. Sharma on April 24, 2023. The final report is due to Dean's Office by June 1, 2023.

8. Research/Grant Update:
Associate Dean Garoma shared the following slides:
   1. Research Data table on # of Proposal Submissions from T/TT for 2022/23 AY. Including the # of Proposals in FY 2022, FY 2023 (as of 04/17/2023) 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 04/17/2023) 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 04/17/2023) and FY 2023 (% of FY 2022) by department.
   4. Assoc. Dean Garoma shared the Draft of the SDSU CoE Faculty Startup Funds Spending Policy.
      - Assoc. Dean Garoma motioned to approve the SDSU CoE Faculty Startup Funds Spending Policy. Dr. Sharma seconded the motion.
      - The EC unanimously approved the SDSU CoE Faculty Startup Funds Spending Policy.

9. JDP Program Update
Associate Dean Garoma shared the following update:
   1. Assoc. Dean Garoma shared the Fall 2023 Application Cycle table as of 04/17/2023 by program.
      - Over 100+ applications received
      - The JDP Steering Committee met weekly in January
      - Few applications were ready for review through February
      - Reached out to applicants and advisors for unofficial transcripts
         o 35 applicants were identified as potential admits
         o 25 passed to department review and 10 missing items
      - 25 applicants were forwarded to UCSD
      - 13 were accepted; 12 still under consideration.
      - Five have received Admission letters and financial offers
      - Remaining eight, advisors are figuring out financial support
   2. Assoc. Dean Garoma shared the PGRF and UGF update.
      - PGRF
         o Eight nominations through priority cycle – two awarded
         o One monition through regular cycle – two awarded
      - UGF
         o 16 nominations submitted
         o Results will be announced in May

10. Master's Program Update

   Assoc. Dean Garoma shared the following update:
   1. Assoc. Dean Garoma shared the Fall 2023 Application Cycle as of 04/17/2023.
      - All MS Program in the College are affected
      - New grad student enrollment will significantly decrease
      - Most affected programs
         o MSEE – 122 applications (only 5 are ready for review)
         o MSCompE – 63 applications (only 1 is ready for review)
         o MSCE – 90 applications (17 ready for review)
         o MSAE, MSME, MSBioE and MENG have similar issues.

11. Undergraduate Update

   Assoc. Dean Ozturk shared the following Undergraduate Program slides:
   1. Data graph of the # of Engineering Applications From Fall 2020-2022.
   2. Data graph of the # of Engineering Admitted and Graduated from Fall 2015 – 2022.
   3. Data graph on # and % of Engineering Applications/Admission Percentage/Enrollment Yield.
   4. Data table on Fall 2023 Admission numbers (Applied/Admit/Target) per major of First-time Freshman/ and Transfer students.
   5. Data table of current Summer Enrollment #'s and FTES Contribution of each course as of 04/18/2023.
   6. Data table of MATH Prep for FA 2022 entry cohort.
   7. Assoc. Dean Ozturk shared CESC update form the Coffee with the Dean:
      - The student council reviews the schedule and receives concerns/feedback from students regarding schedule conflicts. The Scheduler conflicts will be reported to department chairs by the student council representative.
      - Schedule conflicts place an easy to remove roadblock before our students and may delay student's graduation. Please make an effort to address schedule conflict classes. If the issue is locating a classroom, we will help.
   8. Prerequisites that can not be enforced.
      - Scheduler published the list of prerequisites that are enforced. We communicated the list to departments, please review and let us know if any of your courses are missing.
      - We addressed some prerequisite enforcements in CCEE as exceptions with the promise that the catalog changes will be submitted as soon as Curriculog opens for submissions.
      - Prerequisites that can not be enforced.
         o Use of pre-major/non pre-major status cannot be enforced.
         o Recommended prerequisites cannot be enforced. Ok to use as informational only.
         o Prerequisites for different majors can not be enforced.
         o The scheduler is not able to use substitute one course for another. For example, PHYS 195 can not be used to satisfy prerequisite for PHYS 180A although PHYS 195 is a higher-level course. Need to specify all prereq explicitly.
   9. Senior Design and GWAR.
      - We submitted a report to Provost's office requesting additional funds to deliver our promise of including GWAR in the Senior Design.
      - We met with Mary Anne Kremicki on April 19, 2023 to explain the need for additional funding.
         o We do not have additional FTES, however there is a major increase in the teaching load.
         o Need a change in the way the courses are budgeted – The effort to deliver the course may not be associated with FTES.
   10. Catalog Updates and Senior Design Issues.
      - The prerequisites changes we adopted last year may cause issues we need to address.
      - For example, the prerequisite for COMPE 492W is changed as COMPE 491W.
      - Some students have already completed COMPE 491 and potentially they also completed an upper division writing course.

12. Explore SDSU Debrief Update

Dean Olevsky shared the following update for Asst. Dean Garcia:

1. Explore SDSU took place on April 15, 2023 in Montezuma Hall.
   - Room size for Dean and Chairs' sessions seemed much better.
   - Preliminary feedback from organizers suggests record number of attendees @ 15k+ and a large number of Intent to Enrolls submitted at EXPLORE Day.
   - Feedback surveys:
     - Being sent to visitors and guests by EXPLORE organizers; data will be shared soon.
     - Being sent to CoE volunteers by our Lead, Juno Palau; please respond and encourage your participating faculty/staff/students to respond.

13. Advising Update

Dean Olevsky shared the following update for Asst. Dean Garcia:

1. Registration Issues
   - Resolving Premajor status as prerequisites to upper division classes.
     - MySDSU does not and will not check for premajor status as a prerequisite for classes.
       - Can manage this in another way.
         - Set course prerequisites to impaction criteria.
           - Specify impaction courses with required grade & GPA (though possible but not recommended since checks only current GPA).
           - This may/may not bring about registration issues.
   - My.SDSU does not clear course prereqs that are cleared via RAAR or that have changed; for example - ECE students who satisfied AE 280 will need a registration exception memo for EE310 since the system checks for EE 200 not AE 280.
   - Glitches we are aware of:
     - CivE 301, not recognizing CivE 225 in progress as clearing AE/ME 200 prerequsite.
   - MySDSU does check for prerequisites met or in progress.
     - No contingent message at registration but enrollment is managed accordingly.
     - Prerequisites checked again at end of semester after grades post.
     - Prerequisites are coded according to the catalog - Review Spreadsheet sent by Registrar - must be accurate and intentional.
       - Best to include in course description of catalog.
       - When class schedule doesn't align with catalog, prerequisites are manually coded after.
   - New W classes not in published 2023 catalog – Assoc. Dean Ozturk is working on this.
2. CSSE Services:
   - CSSE Visits from 08/22/2022-04/18/2023
     - Tutoring: 701 Appointments; 221 Distinct Students
     - Career/Internship Advising: 373 Appointments; 269 Distinct Students
     - Academic Advising: 4425 Appointments; 2113 Distinct Students
   - Academic Support via Peer Tutoring
   - Career & Internship Advising
   - Advising
   - Major Advising
   - Peer Navigating (help students experience and advising tools)

14. <u>GI 2025 Update</u>
    Dean Olevsky shared the following update for Asst. Dean Garcia:
1. 2022 Graduating Seniors.
   - Some are getting notice from Graduation Evaluator about missing GE; Advisors are receiving list of these students
   - We are working with students to:
     - Submit RAAR if applicable to clear GE areas IF they in fact are met.
     - Notify students that they need a course or two given their choice to use 2022 catalog (or other issues).
       - The 2022 catalog requires 2 ethnic studies requirements; this does not show up on original catalog prior to 2021/2020.
       - The curriculum has confused students; some are using it as an excuse. All students are held to the same requirements.

15. <u>Important Dates</u>
    Spring 2023
   - **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)** – 8:30am-1:00pm – **Dean's Advisory Board Meeting** – Templo Mayor
   - **May 3 (Wed)** – 1:30pm-4:00pm – **Design Day** – Montezuma Hall
   - **May 12 (Fri)** – 5:00pm – **SDSU Graduate and Doctoral Commencement** – Viejas Arena
   - **May 13 (Sat)** – 3:15pm-4:45pm - **Peggy Johnson's Honorary Doctorate Reception** – Parma Payne Alumni Center
   - **May 13 (Sat)** – 5:30pm – **CoE Undergraduate Commencement** – Viejas Arena

16. <u>Roundtable</u>
    No Roundtable additions.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 4:06 pm.

Minutes submitted by Julie Smitherman, April 21, 2023.