

**EXECUTIVE COMMITTEE MEETING
MINUTES**

Monday, May 01, 2023
2:00pm-4:30pm, Meeting to be held via Zoom

Attendees: Dean E. Olevsky; Drs. J. Abraham, S. Sharma, D. Zhao; Assoc. Deans T. Garoma, Y. Ozturk; Asst. Dean T. Garcia; Aztec Shops Director, Kathy Brown; Associate Director, Ben Eisenstein; General Manager, Lia Dearborn; Course Materials Manager, Ben Compton; and Julie Smitherman.

Excused: Dr. P. Lu

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

1. SDSU Aztec Bookstore Update

Aztec Shops Director, Kathy Brown; Associate Director, Ben Eisenstein; General Manager, Lia Dearborn; Course Materials Manager, Ben Compton shared the following update on:

1. Recap of the Equitable Access Program
2. Montezuma Publishing
3. Bookstore Partnerships

2. Approval of 04/19/2023 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 04/19/2023 Executive Committee Meeting Minutes with minor edit to 10 and 13.2.

3. University Administration Meeting Update

Dean Olevsky shared the following University Administration update.

1. Dean Olevsky shared DRC's report on President de la Torre's speaking to the California State Assembly regarding AB 656 (CSU Independent Doctorate that does not duplicate University of California doctoral degrees).

4. 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
- fred harris Endowed Chair – Dean Olevsky shared that a candidate has been chosen, negotiations completed, and waiting for confirmation of acceptance.

5. ABET Review Update

Assoc. Dean Ozturk reported that he is reviewing the draft reports from Department Chairs, Dr. John Abraham and Dr. Satish Sharma. And the ABET Team Chair has been assigned to the CoE.

6. 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 05/01/2023) 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 05/01/2023) 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 05/01/2023) and FY 2023 (% of FY 2022) by department.

7. JDP Program Update

Associate Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the Fall 2023 Application Cycle table as of 05/01/2023 by program.
 - Bio
 - (2) Recommended by SDSU Steering Committee
 - ECE
 - (10) Recommended by SDSU Steering Committee
 - (4) Recommended by UCSD
 - (3) Offer Letter Issued
 - (3) Intent to Enroll Completed
 - (4) Applicant who may be issued offer letters & complete intent to enroll by 05/12/2023
 - MAE
 - (16) Recommended by SDSU Steering Committee
 - (8) Recommended by UCSD
 - (6) Offer Letter Issued
 - (5) Intent to Enroll Completed
 - (2) Applicant who may be issued offer letters & complete intent to enroll by 05/12/2023
 - ST
 - (5) Recommended by SDSU Steering Committee
 - (1) Recommended by UCSD
 - (1) Applicant who may be issued offer letters & complete intent to enroll by 05/12/2023
 - TOTAL
 - (33) Recommended by SDSU Steering Committee
 - (13) Recommended by UCSD
 - (9) Offer Letter Issued
 - (8) Intent to Enroll Completed
 - (7) Applicant who may be issued offer letters & complete intent to enroll by 05/12/2023

8. Master's Program Update

Assoc. Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the Fall 2023 Master of Engineering Application Cycle as of 05/01/2023.
 - (18) Applications
 - (12) recommended for admissions
 - (5) fully admitted and completed Intent To Enroll
 - (7) admissions being processed by Graduate Admission
 - (6) pending checklist completion
2. Assoc. Dean Garoma discussed with the EC to implement the *Allocation of Assigned Time for Graduate Advisors* starting Summer 2023.

9. Undergraduate Update

Assoc. Dean Ozturk shared the following Undergraduate Program slides:

1. Conflicting Impaction Criteria course statements of CR/NC in SDSU Catalog, my.SDSU, and Class Schedule.
2. Data comparison table of SDSU Summer Enrollment numbers by colleges from Summer 2021-2023 including Summer 2023 Target numbers.
3. Data table of Fall 2023 Unique Wait List numbers by courses and the courses that the demand has not been met as of 05/01/2023.

4. GWAR Update

- Another meeting with Mary Anne Kremicki on May 01, 2023.
 - Requested (7) JDP students @ 20 hours per week (or lecturer similar budget).
 - Asked for additional budget to cover the additional teaching workload.
 - Budgeted (10) additional sections of Senior Design courses per semester in the college.
 - No additional FTES.

5. Curriculog Update

- Minor changes to courses labeling in Curriculog.

10. My.SDSU Update

Asst. Dean Garcia shared the following update:

1. Registration Issues Update.

- My.SDSU does not and will not check for premajor status as a prerequisite for classes.
 - Degree audits updated Pre-Major status, but not displaying properly in SDSU Navigate; CO investigating.
- My.SDSU does not clear course prerequisites that are cleared via RAAR or that have changed.
 - Registration Exception Memos submitted by Major Advisors for CCEE to assist department staff (ME submits their own). ECE and AE will inform Asst. Dean Garcia how they would like to handle the memos.
- My.SDSU does not check for prerequisites met or in progress.
 - Prerequisites are coded according to the catalog.
 - For a short time, changes will be made to 2023 catalog. Students already registering are being affected.

11. Advising Update

Asst. Dean Garcia shared the following update:

1. CR/NC Grades Update.

- Policy no longer impacted by COVID.
- Following College Policy
 - Following Department Policy

2. Reinforcing/Confirming Common Questions.

- Capstone Classes
 - For CCEE and ME Departments, capstone classes are restricted; students must contact department for registration
 - CivE 495W not restricted for Fall 2023
 - For AE and ECE Departments, capstone is not restricted

12. GI 2025 Update

Asst. Dean Garcia shared the following update:

1. Addressing Equity Gaps.

- Math Equity Initiative, Fall 2023
 - Math First Campaign
 - NSO focus on impaction
 - ENGR 101 and Math
 - Grouped by math course and major
 - Led by Major Advisors
- CO-Success Analytics Certificate Project
 - College Algebra (MATH 105): ALEKS <60
 - Precalculus (MATH 141): ALEKS 60+
 - Calculus I (MATH 150): ALEKS 76+ Calc AB - AP score = 3+
 - Calculus for Life Sciences (MATH 124): ALEKS 72+ Calc AB - AP score = 3+
 - Calculus II (MATH 151): Calc AB - AP score = 4, 5

- Calculus III (MATH 252): Calc BC - AP Score = 3, 4, 5
- 2. San Diego – Project 1 Update.
Asst. Dean Garcia is among a team of seven who are participating in San Diego – Project 1.
 - Identifying Success Pathways for Engineering Students Whose First Math Course is College Algebra: Implications.
 - The project will identify successful pathways for students entering as Engineering pre-majors with math placement in College Algebra.

13. Important Dates

Spring 2023

- **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

14. Roundtable

Asst. Dean Garcia shared that the CESC won the SDSU Associated Students Aztec Achievement Award for Outstanding College Student Council Award for the second year in a row.

Dr. D. Zhao inquired about a kitchenette space in PSFA.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 3:59 pm.

Minutes submitted by Julie Smitherman, May, 05, 2023