

**EXECUTIVE COMMITTEE MEETING  
MINUTES**

Tuesday, June 06, 2023

9:00am-11:30am, 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 9:03 am.

1. URAD Update

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

1. Kate Carinder shared the CoE Development goal for 2022/23 was \$4.5M and the college has secured \$6.2M as of 06/06/2023.
2. Kate shared the priorities of CoE Development are:
  - Faculty Support
  - Scholarship
  - DEI
  - Endowed Chairs
  - Student Organizations
  - Senior Design Projects

2. Approval of 05/17/2023 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 05/17/2023 Executive Committee Meeting Minutes with minor edit to 5.2.

3. University Administration Meeting Update

Dean Olevsky shared the following University Administration update.

1. Dean Olevsky shared his trip to SDSU Georgia Commencement.
2. Dean Olevsky reported that the interviews for the Cybersecurity Director position has been completed, a candidate identified, and negotiations completed.
3. Dean Olevsky shared the 5<sup>th</sup> Assistant Professor CyberSecurity position for 2024/25 is assigned to the ECE Department. The other two Assistant Professor CyberSecurity positions will be assigned to the CoS and FCOB respectively.
4. Dean Olevsky shared the discussions of constructing Building B in the A-Lot.
5. Dean Olevsky shared the Summer Enrollment numbers and Fall Admission numbers.

4. ABET Review Update

Assoc. Dean Ozturk reported that he has received the final draft report from ME Department Chair, Dr. John Abraham.

Assoc. Dean Ozturk is reviewing the draft report from ECE Interim Department Chair, Dr. Satish Sharma.

5. 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 06/06/2023) 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 06/06/2023) 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 06/06/2023) and FY 2023 (% of FY 2022) by department.

4. Assoc. Dean Garoma shared the Research Space Survey as of 06/06/2023.

- CCEE – 7 faculty responded
- ECE – 9 faculty responded
- ME and AE - none

6. JDP Program Update

Associate Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared the Fall 2023 Engineering JDP numbers as of 06/06/2023.

- ECE – 7 completed intent to enroll
- MAE – 8 completed intent to enroll
- ST – 1 completed intent to enroll
- TOTAL - 16

7. Master's Program Update

Assoc. Dean Garoma shared the following update:

1. Assoc. Dean Garoma shared that the university is exploring Spring 2024 Admissions for MS Programs. The following CoE programs are interested in Spring Admissions: AE, CCEE, ECE, ME, and MEng.

8. Sr. Design Writing Component Update

Assoc. Dean Ozturk shared the following update:

1. Assoc. Dean Ozturk shared the GEAR conversation is progressing.

9. Undergraduate Update

Assoc. Dean Ozturk shared the following update:

1. Assoc. Dean Ozturk shared as of 06/06/2023 the Summer FTES is 191, exceeding the target of 180 FTES.
2. Assoc. Dean Ozturk shared the *Acceptance of Transfer Courses* per the SDSU Catalog.

10. Advising Update

Asst. Dean Garcia shared the following update:

1. Registration Issues

- Eligible students are manually being moved from pre-major to major by the Advising Team.
- My.SDSU does not check for premajor status as a prerequisite for classes. CoE departments are managing setting prerequisites to impaction courses for Fall 2024.
- Registration Exception Memos (RAAR) continue to be submitted by Major Advisors for AE, CCEE, and ECE. ME Dept. will continue to submit RAAR's through the department.

2. End of Semester Issues

- Finalizing Graduation; Catalog year, etc.
- Course Planning; Summer and Fall
- Moving Pre majors
- Disqualified Students

3. New Student Orientation

- Transfer Students: June 29 & June 30 and August 3-11
- First-Year Students: July 8-31
  - Introduced Pillars of Engineering
    - Added ABET Outcomes language and shared with Executive Committee members.
    - Update on suggested timeline with Executive Committee

## 11. GI 2025 Update

Asst. Dean Garcia shared the following update:

### 1. ENGR 101, Fall 2023

- 13 Sections (9 paid by FASS; 4 by CoE)
  - Led by Major Advisors and Engr Master's Students
  - Enrollment Capacity – 325; 25 per 13 Sections
  - Addresses Achievement Gaps
    - Math First students prioritized (EO 1110)
- Curriculum focuses on Learning Culture:
  - Supports all students, in particular 1<sup>st</sup> Gen and Low-income students
  - Includes successful student behavior
    - Time management
    - Note Taking
    - Career Exploration
    - Self-Care
    - Class Planning
  - SLO's align with campus university seminar, ABET, driven by years of SDSU student data

## 12. Important Dates

### Summer 2023

- May 22-June30 - **Summer Session 01**
- July 5-August 14 – **Summer Session 02**

### Fall 2023

- **August 17 (Thu)** – 1:00pm-4:30pm – **CoE Faculty & Staff Retreat**– Templo Mayor Conference Room, Aztec Student Union
- **August 17 (Thu)** – 6:30pm-8:30pm – **CoE Gathering** – Tom Ham's Lighthouse
- **August 21 (Mon)** – **First Day of Classes**
- **October 10 (Tue)** – 11:00am-12:30pm - **CoE Faculty Meeting** – Gold Auditorium, BioScience Center
- **October 12 (Thu)** – 1:30pm-2:30pm - **CoE Staff Meeting** – Dean's Conference Room E-203E
- **November 3 (Fri)** – 9:00am-1:00pm – **Dean's Advisory Board Meeting** – Templo Mayor Conference room, Aztec Student Union
- **December 4 (Mon)** – **CoE Faculty & Staff Holiday Event** – TBD
- **December 5 (Tue)** – 11:00am-12:30pm - **CoE Faculty Meeting** – Gold Auditorium, BioScience Center
- **December 7 (Thu)** - 1:30pm-2:30pm - **CoE Staff Meeting** – Dean's Conference Room E-203E

## 13. Roundtable

Dr. Abraham inquired about SDSU No Chargeback/Orphaned Telephone Lines.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 11:05 am.

Minutes submitted by Julie Smitherman, June 7, 2023.