**EXECUTIVE COMMITTEE MEETING**
**MINUTES**

Wednesday, July 19, 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; and Julie Smitherman

Excused: Asst. Dean Garcia

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

1. Approval of 06/21/2023 Exec. Comm. Mtg. Minutes
   The Executive Committee Members unanimously approved the 06/21/2023 Executive Committee Meeting Minutes.

2. University Administration Meeting Update
   Dean Olevsky shared the following University Administration update:
   Interim Provost Meeting:
   1. Dean Olevsky reported Interim Provost, William Tong, shared the CSU Faculty Search advertisement requirements. The advertisement language can be found on SDSU Faculty Advancement website.
   ADC Meeting:
   1. Dean Olevsky shared Summer 2023 Enrollment numbers and the Fall 2023 Intent to Enroll numbers for FTF and Transfer Students reported by AVP for Academic Affairs, Stefan Hyman.
   2. Dean Olevsky reminded the department chairs that they are allowed to proceed with the 2023/24 Faculty Hiring Process using the CSU advertisement requirements.
   3. Dean Olevsky reported on the Fulbright Student Program Presentation by Fulbright Advisor Dr. Yoshiko Higurashi.
   4. Dean Olevsky shared AVP Jeanne Stronach's presentation on ASIR Support for Colleges.
   5. Dean Olevsky reminded Assoc. Dean Ozturk and Department Chairs to review the Fall 23 Waitlists.
   6. Dean Olevsky reminded the chairs to send Julie Smitherman any updates on the Engineering storage trailers and containers that are currently parked in SDSU parking lots.

3. Research/Grant Update:
   Assoc. Dean Garoma shared the following slides:
   1. Research Grant Summary graphs from FY 2019-2023 of the number of Proposals Submitted, number of Grants awarded, and the Award dollars earned by each department and the college.
   2. Research Data table comparing SDSU Colleges for FY 2023 of TT/T-SP 2023, Total Research Number Awarded, Total Research Dollars Awarded, Total Non-Research Number Awarded, Total Non-Research Dollar Awarded, Total Number Awarded, Total Dollars Awarded, and $ Research/$ Total.
   3. Research Data table comparing SDSU Colleges for FY 2023, Normalized per TT/T.

4. JDP Program Update
   Assoc. Dean Garoma shared the Engineering Fall 2023 update:
   1. Assoc. Dean Garoma is contacting new JDP admits to determine whether they plan to enroll in Fall 2023 or need deferral.
   2. Assoc. Dean Garoma will distribute Tuition Fee Waivers once the total number of students that will be enrolled in the program is determined.

3. Assoc. Dean Garoma shared the draft Guidelines for Awarding GWAR TA Positions.

5. Master's Program Update
    Assoc. Dean Garoma shared the MS Programs Spring 2024 Admissions update:
    1. The Admissions Office is working on application portals and Interfolio.
    2. MS Applications will be accepted from August 1 – September 30, 2023.
    3. MS Admissions decisions are expected by October 30, 2023.

6. Senior Design – GWAR Update
    Assoc. Dean Ozturk shared the following update:
    1. Assoc. Dean Ozturk shared there is a meeting with CAL RWS Department Chair, Glen McClish, scheduled for July 28, 2023 at 1:00pm to discuss and define the role of the RWS Lecturers will play.
    2. Assoc. Dean Ozturk shared there will be (2) full-time RWS Lecturers and (6) Engineering JDP Teaching Assistants to support the senior capstone faculty.

7. Enrollment Update
    Assoc. Dean Ozturk shared the following slides:
    1. Table showing Summer Enrollment Numbers comparing SDSU Colleges from Summer 21, Summer 22, and Summer 23.
    2. Table showing Fall Enrollment Numbers comparing SDSU Colleges from Fall 21, Fall 22, and Fall 23 (Including Target numbers, % to Target and % to Census).
    3. Table showing CoE Fall 23 Intents to Enroll numbers for FTF and Transfer students by department as of 07/17/2023.
    4. Graph showing Engineering Admission number of students admitted from Fall 2012 – Fall 2023.
    5. Graphs showing Fall 2023 Intent to Enroll numbers by department and FTF & Transfer students.
    6. Table showing First Math Course percentage of students from Fall 2016 – Fall 2021 who took No Math, Math 124, Math 140, Math 141, Math 150, and Math 151 courses.
    7. Graph showing First Math Course percentage of students from Fall 2016 – Fall 2021 comparing Math 140/141 and Math 150/151.
    8. Table showing First Math Course percentage of URM and Non-URM students from Fall 2017 – Fall 2021 who took No Math, Math 124, Math 140, Math 141, Math 150, and Math 151 courses.
    9. Graph showing Math 150 as the First Math Course from Fall 2017 – Fall 2021 comparing URM and Non-URM students.
    10. Table showing the Percentage of students who Dropped Out of First Math Course Fall 2017 – Fall 2021 in Math 140, Math 141, Math 150, Math 151.

8. Low Enrollment Classes and Waitlists Update
    Assoc. Dean Ozturk shared the following update:
    1. Assoc. Dean Ozturk shared the Fall 2023 CoE Courses that have low enrollment and waitlist numbers.

9. Important Dates
    Summer 2023
        o July 5-August 14 – **Summer Session 02**
    Fall 2023
        o **August 17 (Thu)** – 1:00pm-4:30pm – **CoE Faculty & Staff Retreat**– Templo Mayor Conference Room, Aztec Student Union
        o **August 17 (Thu)** – 6:30pm-8:30pm – **CoE Gathering** – Tom Ham's Lighthouse
        o **August 21 (Mon)** – **First Day of Classes**
        o **October 10 (Tue)** – 11:00am-12:30pm **- CoE Faculty Meeting** – Gold Auditorium, BioScience Center
        o **October 12 (Thu)** – 1:30pm-2:30pm **- CoE Staff Meeting** – Dean's Conference Room E-203E
        o **November 3 (Fri)** – 9:00am-1:00pm – **Dean's Advisory Board Meeting** – Templo Mayor Conference room, Aztec Student Union

- o **December 4 (Mon)** – **CoE Faculty & Staff Holiday Event** – TBD
- o **December 5 (Tue)** – 11:00am-12:30pm - **CoE Faculty Meeting –** Gold Auditorium, BioScience Center
- o **December 7 (Thu) -** 1:30pm-2:30pm **- CoE Staff Meeting –** Dean's Conference Room E-203E

10. Roundtable

Dean Olevsky shared the CSU language from the Faculty Advancement website for Faculty Search advertisements.

Dean Olevsky shared there will be a CyberSecurity Cluster Hire update in August.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 4:14 pm.

Minutes submitted by Julie Smitherman, July 21, 2023.