

**EXECUTIVE COMMITTEE MEETING
MINUTES**

Wednesday, August 02, 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, Asst. Dean Garcia; and Julie Smitherman

Excused: Dr. Don Zhao

Dean Olevsky called the meeting to order at 2:00 pm.

1. Approval of 07/19/2023 Exec. Comm. Mtg. Minutes

The Executive Committee Members unanimously approved the 07/19/2023 Executive Committee Meeting Minutes.

2. University Administration Meeting Update

Dean Olevsky shared the following University Administration update:

ADC Meeting:

- Dean Olevsky shared the information from AVP of Safety & Empowerment, Josh Mays presentation on *Event Management & Crowd Control Procedures*.
- Dean Olevsky shared AVP for Academic Affairs, Stephan Hyman's proposal of international graduate students applying to SDSU will need to use the WS Certification process.
- Dean Olevsky shared the Promotion & Tenured Dinner will take place on September 19, 2023 from 5:30pm-7:30pm at the Alumni Center.
- Dean Olevsky shared AVP of Financial Affairs, Mary Anne Kremicki, policy on *High Dollar Inventory Counts*.
- Dean Olevsky shared that the Dean's Retreat will be August 7, 2023.

3. Research Space Survey Update:

- Assoc. Dean Garoma shared the Research Space Survey as of 08/02/2023.
 - CCEE – Three faculty members have not submitted yet.
 - ECE – Two faculty members have not submitted yet.
 - ME – One faculty member has not submitted yet.

4. JDP Program Update

Assoc. Dean Garoma shared the following update:

- Engineering Fall 2023
 - 55 continuing students (one student will be on LOA).
 - 15 New admits (11 expected to attend).
 - Total enrollment in Fall 2023 ~ 65.
- The Draft of the CoE Guidelines for Awarding GEAR TA Positions and F23/S24 Allocations were discussed.

5. Master's Program Update

Assoc. Dean Garoma shared the following Spring 2024 Admissions update:

- Spring 2024: SDSU's San Diego campus will be accepting applications for Spring 2024 from August 1-31, 2023, for a small number of graduate programs. Please review the individual graduate programs for details.

6. Senior Design – GVAR Update

Assoc. Dean Ozturk shared the following update:

- The meeting with CAL RWS was successful.
- CoE will provide CAL guidance on the division of lecturer hours to departments. This will be completed by EOD, 08/04/2023.

7. Prerequisites and Major Status Enforcement Update

Assoc. Dean Ozturk shared the following update:

- The CoE needs a mechanism stopping students who are not meeting Impaction from being enrolled in Upper Division courses.
- Major status can not be checked by registrar and no plans to implement it.
- Identify 300-level gateway courses and state in the catalogue that students will need to be cleared by their departments of the impaction criteria then given a course code to register.

8. CR/NC Grading Basis for Engineering Update

Assoc. Dean Ozturk and Asst. Dean Garcia shared the following from the SDSU Course Catalogue:

- Credit/No Credit (CR/NC) grades are not factored into grade point average.
- Credit earned in Spring 2020, Fall 2020, Spring 2021, Summer 2021, Fall 2021 or Spring 2022, will not apply toward the 15-unit maximum allowed for CR/NC grading towards bachelor's degree. i.e academic probation or disqualification procedures.
- If I am in an accredited program, can I take courses for CR/NC? Rules differ by accreditation agencies. Please contact your assistant dean or academic advisor to determine what is permissible.

Assoc. Dean Ozturk shared ABET's perspective:

- ABET doesn't directly dictate whether individual courses within an accredited program can be taken for a credit/no credit grading basis. Rather, they evaluate the overall quality of the program including its faculty, curriculum, facilities, institutional support, and student outcomes.
- The decision to allow credit/no credit grading typically falls to the individual institution or department, following its own policies. However, if a significant number of core classes are taken on a credit/no credit basis, it could potentially impact a program's ABET accreditation if it prevents the program from meeting other required standards.

9. New Student Orientation & Registration Update

Asst. Dean Garcia shared the following update:

- 306 New Transfer students (85%) and 702 New 1st Year students (90%) attended New Student Orientation and Registration.
- 143+ Registration Memos submitted since 07/18 due to AP scored still processing
 - Expected more for Transfer students.
 - Agreement of CoS Assoc. Dean for MATHs to process registration memos.
- As of 08/02/2023 there are more open sections for MATH 150, CHEM 100, and RWS 100.
- Noticing: more students took ALEKS; many scored at pre-calc levels; some with AP credit to start in MATH 252.
- Encouraging students to take 15 units; but with caution.
- Shared the Impaction Requirement Bookmarks that CoE Student Assistant created and are being passed out at orientation.

10. My.SDSU Update

Asst. Dean Garcia shared the following update:

- At end of Summer, auto process of premajor status expected.
 - Major status can not be checked as a prerequisite.
- Issues discussed earlier (CR/NC, major status as pre-requisite, etc.).
- Batchloading Pros & Cons.

11. Advising Update

Asst. Dean Garcia shared the following update:

- Award winning Advising Team; Staff Excellence Award.
- CSSE Visits May 15 – August 02, 2023.
 - 1081 appointments created; 656 distinct students.
- Focus on Master Plan and Impaction at New Student Orientation (July 8 – August 11, 2023).
- During Add/Drop period, walk-in advising only.
- CSSE Open House: September 19, 2023 from 10am–1pm outside on the walkway between the EIS and Engineering Building.

12. GI 2025 Update

Asst. Dean Garcia shared the following update:

Fall 2023

- Shared the “Learning Culture” video.
- 400/737 incoming 1st Year engineering students served by CoE.
 - 325 1st Year students placed in ENGR 101 (priority given to MATH FIRST); no engineering graduate students.
 - ~45 1st Year students in MESA ENGR 101 sections.
 - ~30 1st Year students in METS/WISE.
- 45 incoming Transfer students accepted by MESA and offered GENS 350.

CoE Pillars

- Feedback requested from the CoE Staff & CESC.
- On track to introduce at CoE Faculty & Staff Retreat.

13. Important Dates

Summer 2023

- 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

14. Roundtable

Dean Olevsky shared the news that Julie Smitherman will be moving to a new job and thanked her for her dedicated work to the college.

Having gone through all the items on the agenda, the EC voted unanimously in favor of adjournment at 4:15 pm.

Minutes submitted by Julie Smitherman, August 3, 2023.