

**School of Engineering and Technology
ME Committee Meeting Minutes**

**December 14, 2021
Virtual Zoom
12:15pm – 1:15pm**

Attendees: Heather Dillon, Zhiquan Shu, Hee-Seok Kim, Matthew Ford,

Non-voting members: Raj Katti, Adnrew Fry, Kira King, David Ross, Beth Jeffrey, Gabi Crosby,

Sabbatical: Mark Pagano

Absent: Troy Dunmire, Seung-Jin Lee

Meeting Minutes

1. Approval of the November 16, 2021 Minutes

Motioned: Zhiquan (Andy) Shu

Seconded: Heather Dillon

In favor: 4

Opposed: 0

Abstained: 0

2. Balancing faculty teaching and research (Raj)

Updated faculty on how to best balance teaching and research responsibilities

3. Moving our meeting times to another day (Heather)

Everybody agreed to move the ME committee meeting to Wednesday (same time) for the rest of the academic year. Gabi will make the change and update ME faculty and advisors outlook calendar.

4. SET Research showcase (Hee-Seok)

Please mark your calendar for the SET Research Symposium which will take place in the spring quarter 2022, April 22nd, tentative time, between 2:30pm-6:00pm.

There will be a poster session, possible a keynote speaker, and a panel discussion session as well. Great opportunity for faculty to showcase research to industry partners, faculty across WA, and students. One of the objectives of this event is to stimulate collaborations and through networking with other faculty and students. Our first meeting was last week.

A rubric will be provided after the first two years. More information will come about the event next month.

Fall quarter reflections (what went well/needs improvement?)

Matthew Ford: 90% of our students passed the second portion of their solid works certification Exam. We didn't have as high as a pass rate on the first portion although by solid works standards our success is quite good. The expected pass rate is somewhere around 60%. The students will have a chance to retake the first part of the exam next quarter.

David: If students are going to have an issue, whether it's about a class curriculum, instructor, or anything else they will come and complain to advisors. You all are doing an amazing job. Advisors have not heard a single complaint and the students seem to be very happy with this program.

Hee-Seok and Andy expressed concern that if students do not pass their classes, they cannot remain in the same cohort. They have a hard time not passing a student because it would have a detrimental effect on their wellbeing.

Beth suggested that often failure is where students learn the most about how to do better. What worked for the student before in other classes may not work in the mechanical engineering program. All the advisors are here to help students manage unfavorable outcomes. Sometimes failure happens before learning.

Heather suggested that faculty need to remind students to talk to Beth, Kira, and David as soon the midterm grades are in.

5. Other items from the team

None