

**School of Engineering and Technology  
CE Committee Meeting Minutes  
November 10, 2022**

**Virtual Zoom or MDS 312**

<https://washington.zoom.us/j/91332863718>

**9:00 am – 10:00 am**

**Attendees:** Emese Hadnagy, Lorne Arnold, Jeffrey Walters, Angela Kitali, Joel Baker

**Non-voting members:** Raj Katti, Kira King, Noelle Wilson, Julie Palumbo, Gabi Crosby

**Absent:**

1. Motion: To approve the minutes from October 14, 2022

Moved: Lorne Arnold, Seconded: Angela Kitali

Eligible to vote: 5, In favor: 5, Against: 0, Abstained: 0, Absent: 0

2. Program Updates/Announcements:

a. Civil engineering lab manager – Welcome Julie Palumbo!

- Formally in SIAS. We are excited that Julie is joining SET! Julie was an undergrad in Env. Sci and graduated in 2015, and has been working in SIAS Env. Sci. labs since.
- Introductions of staff and faculty in the room and on Zoom

b. Milgard Hall ribbon cutting event:

- Happening today in the late afternoon (4pm)
- Lorne will be in the soil mechanics lab, Angela will be in the senior design space, and both Joels/ Julie/ Troy will be participating in the tours
- No hard hats required for this visit
- Building will be open in January for students, but we can start moving in December 16<sup>th</sup> (equipment have been moving equipment in as it arrives)
- Computer lab in Milgard Hall is open to all students, but priority will be given to SET and Milgard

3. Updates from advising team (recruitment & applications):

- Concerns from students in Meet & Greet yesterday about not having study space. Raj suggesting that we use the senior design lab space in Milgard Hall as a study space for our first cohort.
- Reminder about adding course fees to include any technology needs (in addition to lab equipment).
- Concern from students about faculty offices being in Urban Waters rather than centrally on campus. Something to consider for having office hours on campus when Milgard Hall opens.
- Recruitment

- Noelle has been meeting with several intended Civil students for this upcoming year and for AUT 24.
- Noelle has been on the road at local CTCs and coordinated a visit with Highline College students to come to campus.
- Freshman Preview Days happening later this month, but a good opportunity for Freshman Direct recruitment and would appreciate to have representation from all programs at Freshman Direct
- Attended WCERTE meeting last week. Based on that meeting, Noelle will do a Winter visit up North and a Spring Eastern WA visit
- Joel offered contacts at IDEA, SAMI and SOTA

b. TCC visit

- Emese, Heather, and Max visited TCC this past week. Went to Rebecca's class and was able to connect with her students
- Emese and Heather have been highly engaged and involved with TCC, which is creating a strong relationship for students to transfer from TCC to UWT.
- Faculty encouraged to consider proposing a Masters program in the UWT academic planning cycle that is just starting. This would also create opportunity to have additional faculty funding lines as well.
- Emese has already been working with Jeff and Menaka on getting this created.

4. Other committee updates:

a. SET 10-year review

- Discussed in SET Level Faculty meeting already
- All programs are going through a program review (not related to ABET)
- Challenges are encouraged to be shared, so that we can get feedback about how to address these challenges
- If faculty have any feedback about the reviewer names or questions we are asking, please let Raj know ASAP
- Raj will start writing the self-study

b. SET Research Showcase Committee (Angela)

- Angela is the Civil Representative
- No updates for now, but a meeting is happening later this month

c. SET Direct Admission Committee

- Emese, Noelle, and Kira are co-chairing this group
- Shared the proposed evaluation rubrics for Engineering students (Emese will email faculty the rubric for follow up as well)
- Question about writing sample- clarified this is part of the general freshman application
- Noelle shared how holistic reviews work in general admissions

d. SET Faculty Council

- Joel Baker is a representative
- No updates for now

e. SET JEDI Council

- No updates for now

f. SET ABET Committee

- Emese is the representative

5. Gabi reminded faculty that she can rent UCars and Enterprise vans for any fieldtrips. Gabi will send folks the safe driver tests. Noelle reminded folks that UCars can be tricky, so to plan early because of the issues with getting UCars on campus