

**School of Engineering and Technology**  
**CE Committee Meeting Minutes**  
**February 10, 2023**  
**Virtual Zoom or MDS 312**

<https://washington.zoom.us/j/93413449297>

**9:00 am – 10:00 am**

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

**Non-voting members:** Kira King, Noelle Wilson, Julie Palumbo, Gabi Crosby, Zaide Chaves

**Absent:** Raj Katti, Andrew Fry

**Guest Attendees:** Lisa Isozaki – Director, Office of Research

Karen Urlie – Program Operations Specialist, Office of Research

1. Motion: To approve the minutes from January 06, 2023

Moved: Lorne Arnold, Seconded: Angela Kitali

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

2. Karen and Lisa from the Research Office

- a. All Civil Faculty shared appreciation for the Research Office
- b. Karen is a Program Operations Specialist, especially for supporting SET
- c. Civil Faculty Research
  - Angela submitted UTC proposal recently and another one with Idaho. Looking ahead at NSF Career Proposal application
  - Lorne submitted an NSF ERI proposal recently, and plans for a NSF Career Proposal in the future
  - Jeff was awarded a KEEN grant called the ‘Research for All’, which allows integration for course based undergraduate research in the classroom (which is rare for Engineering programs), currently working on a NSF grant in partnership with Anaid to form a partnership with a University in Chile
  - Emese shared her work on Education Research with CCRI, and research on water quality and submitted a DoE proposal
- d. Research Office shared complications being connected to UWS as a R-1 and what they are doing to overcome these complications.

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

- a. Updates from team
  - Autumn 2023 Application Opened Feb 7<sup>th</sup>
    1. 2 students have already applied and confirmed!
    2. Advising is reaching out to TME 222 students and prospective students to submit their applications
  - Spring registration started today

- b. SET Direct Admission Committee
  - 32 eligible Civil students are currently being reviewed
    1. Of these, 12 scored the highest academically
- c. Updates on recruitment events
  - Great open house- special thanks to Angela, Lorne, and Julie!
    1. 21 students attended the event (high turnouts from TCC, Highline, and Pierce College)
  - Feb 22<sup>nd</sup>- high school visit coming to campus (Rainier Beach Upward Bound) and Highline College Engineering students later that afternoon
  - Admitted Student Days- late March and April Saturdays
    1. 45 minute “mock lecture” from SET each day (1 total each day)
      - Suggestion to match lecturer with student’s academic interests
    2. April 22<sup>nd</sup>- SET Direct Reception (ideally, we have representation from all SET majors)
    3. More information coming from Noelle soon
  - Engineering targeted events tend to work the best. Similarly to the Highline College visit to the UWT engineering labs, we should also have a visit day for TCC, Pierce, and Green River.
  - We are still working on a way to implement a peer recruitment model

4. Program updates/ announcements:

- a. Updates from Julie
  - Big purchasing requests are in the process of being delivered. Everything should be here before Spring quarter starts.
  - Will brainstorm with faculty about what items we still need and how we can purchase those items by the end of the fiscal year
  - Course fees
    1. What software/ consumables for non-lab courses will be included
    2. What fees should we add on for students? (Maintenance, repairs, depreciation, consumables, software, etc.).
    3. Proposal will ideally be done to collect fees for Autumn quarter
    4. Adding in a TA request for the concrete lab- should student course fees cover this?
    5. Julie encouraged folks to think about this proactively since it can be harder to update fees in the future (but knowing we may have to do this in the future anyway)
    6. Question from Lorne about if a course fee can be waived for one particular quarter (or year) if we received an outside funding source to cover the lab fees.
      - We will follow up with the Registrar about this
  - Thank you from Julie for folks registering for the lab safety training on Monday
- b. Curriculum change update
  - APCC approved the curriculum update change (to move TGEOS 117 to be a graduation requirement and to broaden it to be other lab sciences) – the

proposal is now moving on to the UW Seattle campus Curriculum Committee

- c. UW attendance grading policy
    - Faculty cannot grade based on attendance (but can grade based on participation)
    - Emese emailed everyone the FCAS language on this
  - d. Former ACCESS student
    - After communication with the student, Student Conduct has been looped in and is working with the student
  - e. Engagement/collaboration with the City of Tacoma
    - Faculty are working to solidify ways to collaborate on research, curricular components, and student support
5. Other committee updates:
- a. SET Research Showcase Committee (Angela)
    - Abstracts due by 5pm on Feb 17<sup>th</sup>
    - Showcase is March 30<sup>th</sup> from 2-5PM in WPH
  - b. SET JEDI Council: No updates
  - c. SET Faculty Council: No updates