

ME Committee Meeting November 14, 2025

Attendance

Voting faculty present: Heather Dillon, Cassandra Donatelli, Matthew Ford, Hee-Seok Kim, Mark Pagano, Zhiquan Andy Shu

Non-voting faculty and staff present: Brandy Featherstone, Kira king, Aubree Steffens

** = Member was not present for the entire meeting*

Agenda items

- Consent vote on prior meeting minutes. [ME@UWT Meeting Minutes](#)
- Community and culture shares. What are we doing in our classes/clubs/meetings that is working well to help build a positive culture for students/faculty/staff?
- Mark and Heather told about the recent article this week in the New York Times which referenced Cassandra's work. The article was also referred to in UW's Daily Newsletter.
- Vote: Approve Dr. Gopal for teaching CFD elective in Spring 2026. [ME Part Time Lecturer](#)
 - Cassandra: Motion to Vote on approving Dr. Gopal to teach CFT as a ME Part time Lecturer, Seconded by Andy → motion passed
- Vote: Moving to a co-chair model for the program. Planned vote in November meeting
 - Heather: Motion to move to a program co-chair model for the mechanical engineering program, Seconded by Cassandra → motion passed
 - Andy nominates Hee-Seok to serve as co-chair, Matt seconds → motion passed
 - This position is effective November 16
- Discussion: Admin call to clean curriculum. [6a Curriculum Clean Up Charge Letter 101325a.docx](#)
 - Opportunities to discuss introducing more flexibility into the program in terms of pre-reqs
 - Could use this to introduce a 3-year option including internships as well
- Discussion: Liaison group with SIAS SAMMERS
 - Cassandra will coordinate this, Hee-Seok or Heather will try to make meetings as well, Brandy and Aubree will join for meetings too
- Special Meeting for Matt to demo his ABET data collection process.
- Subcommittee reports: share a quick update from your working teams during the meeting or in teams
 - Community - Cassandra
 - Admissions - Hee-Seok/Andy
 - Equipment/Computing - Hee-Seok. Please send Leslie an email asking for updates weekly on hiring new Elizabeth.
 - Graduate program - Heather
 - ABET - Hee-Seok
 - Recruiting/outreach - SJ
 - Faculty council - Matt/SJ
 - Research showcase - Cassandra
- Data this year is ODD SOs. [Reminder that we need to collect data this year for odd SOs. Data entry sheet.](#) Please also put your data collection hard copies in the ABET folder.
- Events coming up:

- November xx - Priority course changes for next year
- December xx - Admissions opens for program
- February 25 - SWE Night With Industry
- February 27 - Open House
- May 1 - SET Research showcase: Time TBD
- May 21 - Senior presentations
- May 29 - Industry Advisory Board
- May 29 - Design Expo
- June 4 - Senior Mixer
- June 12 - Commencement