

## Civil Engineering Committee Meeting

**Meeting Time:** 9:15 to 10:15 am on Friday, January 9, 2026

**Meeting Place:** via Zoom at <https://washington.zoom.us/j/92279583650> or MLG 306

### **Civil Engineering Committee:**

Voting members present: Nara Almeida (2.6), Lorne Arnold (10.3), Joel Baker, Emese Hadnagy (9.18), Angela Kitali (4.3), Jeffrey Walters (12.5)

Non-voting members present: Julie Palumbo (1.9), Kira King (3.6), Brandy Featherstone (11.7), Noelle Wilson (5.8), Aubree Steffens

### **Agenda Items & Meeting Minutes**

1. **Approval of meeting minutes** from December 5, 2025
  - a. Emese moved, Lorne seconded. Approved: 5/6 (0 abstained: 1 absent)
2. **Academic advising team updates**
  - a. SET Direct advisor reviews have started. Faculty will be assigned reviews soon.
  - b. Major applications are expected to open January 28th. Final testing is scheduled for the end next week. Once we can see test applications, Kira will send reviewers instructions on how to complete their reads. (Angela/J
  - c. The registration request process will change ahead of Spring registration. Nothing faculty need to do, but just to be aware of. Continue sending students who can't get into courses or if you want to allow an overload to Kira and Brandy.
  - d. SET Open House: February 27th
3. **CE laboratory manager updates**
  - a. Note for Spring and Summer Qu. TCE 499 - Urban Housing Systems in Chile - course fee/registration
    - i. Jeff will speak with interested students to see if there are issues with these fees
    - ii. Course fee \$60/3 CR, \$40/2 CR
    - iii. Touch base with Brian to ask Concrete tech about covering course fees
  - b. Spring room schedule
    - i. Send info to Aubree in writing to make accommodations
    - ii. Remove TCE484 course fee
  - c. Missing tape measures - Jeff took and will return (2 should be there already, one 1 missing)

- d. TCE484 - STELLA
  - i. If we can get the \$7,000 back, we need to get rid of the course-fee, and have students buy their own licences for \$59.
  - ii. If we CAN'T get the \$7,000 back, we keep on the student fees, and try to acquire the computer lab (MLG330).

#### 4. CE program updates:

- a. ***Affiliate faculty appointment for AY26.27*** – Tim Nordstrom (@ Tacoma Power) has been teaching TCE 452 RC Design in the fall quarter. Emese did a teaching observation in his class and found that Tim's teaching was excellent. Tim is also closely engaged with our senior design projects (Tacoma Power is sponsoring one of the projects, the first sponsored capstone for our program!). Due to his high engagement level with our program, we would like to nominate Tim for an affiliate instructor appointment at SET. Civil engineering program vote: Emese motion Nara Second approved  $\frac{5}{6}$  (1 absent). SET voting faculty will also need to vote on this in the spring. Emese will work with Aubree to get the paperwork ready.
- b. ***Part-time instructor to teach TCE 327 Transportation Engineering in Spring 2026*** – Angela and Emese interviewed Dr. Amin Rad, transportation engineer at WSP (see resume [HERE](#)) and found him qualified to teach this course. Dr. Rad was already involved in the same class last AY when he served as the industry advisor for the course project. Civil engineering program Angela motion Emese, Nara second vote: approved  $\frac{5}{6}$  (1 Absent). Raj's approval to fund this appointment is currently pending.
- c. ***Administrative staff support update*** (from Leslie) – “For CE program-specific scheduling requests, please continue to work with Gabi. For Raj's calendar and school-wide events and meetings, please direct requests to Norma. Aubree and I are developing a "Where to Turn" guide for administrative support and will share that with faculty soon.”
- d. Is there a class that teaches students about best practices for creating algorithms? (AK)
- e. Having more CE laptops might help address several issues our students are facing currently. This is especially critical because students learn at least one software each quarter (AK)
- f. MSCE (JW): Points to discuss:
  - i. Conversations with Lyle and members of ASCE Coasts, Oceans, Ports & Rivers Institute (COPRI) (teaser - our certificates are DOA).
  - ii. Timing and high-level details of a round-table with individuals from local COPRI chapter and industry to discuss MSCE program elements.

- g. Port of Seattle posted an [RFI for “Civil-Environmental Engineering Sponsoring and Mentoring”](#). Basically, they want to get access to senior-level CE majors and are interested in sponsoring capstone projects to make that happen. And they want written submittals describing what CE programs would expect from this kind of partnership.
  - h. Jeff to follow up with round table discussion with partners
5. **SET Faculty Council – Tenure and Promotion criteria review** (needs to be completed by Feb 20, 2026) – standing agenda item for our Nov, Dec, and Jan meetings
- (Note from Faculty Council – If any proposed updates to criteria or questions for discussion at the faculty council level, please share these updates either directly with your units faculty council representative or broadly with the entire faculty council via email for discussion.)
- a. CE faculty – please read the Provost’s charge letter [HERE](#) and enter your suggestions/feedback into the minutes. We can also start a separate document if that would work better.
    - i. Follow up with a meeting to discuss next Friday, Jan 16, 2026
6. **Any other updates**

- a. (added by Aubree) Data from Academic Affairs for the campus wide curriculum refresh [SETCourseEvaluationSnapshotData\\_V2.xlsx](#). All programs are asked to consider retiring courses that have not been offered in the last 3 years. Charge letter on curriculum refresh [6a Curriculum Clean Up Charge Letter 101325a.docx](#)
- b. Filtered list of TCE courses (the program being new may be plenty of rationale not to retire courses—but certainly worth considering if anything might not ever be offered)

Course	Course name	FirstYrQtrOnRecordText	LastOfferedTimeScheduleText	Notes
2_TCE_390	UG Seminar in Civil Engineering	Autumn 2021		
2_TCE_402	Fundamentals of Engineering Exam Review	Autumn 2021		Set to offer sp 2026
2_TCE_411	Traffic Engineering	Autumn 2021		
2_TCE_416	Urban Transportation Modeling	Autumn 2021		
2_TCE_429	Sustainability in Urban Building Structure	Autumn 2021		
2_TCE_480	Air Pollution Control	Autumn 2021		
2_TCE_482	Water Quality Engineering	Autumn 2021		
2_TCE_498	Directed Readings in Civil Engineering	Autumn 2021		regularly on the time schedule

The listed 400 level courses are technical electives that should stay in the catalog as they provide flexibility in what topics can be offered for senior electives. In addition, our program is not at its maximum intended size yet (pending future faculty hires we aim to eventually increase our program size to  $2 \times 45 = 90$  students). Once at full program size, we will need to increase the number of technical electives offered.