

ME Committee Meeting February 13, 2026

Attendance

Voting faculty present: Cassandra Donatelli, Hee-Seok Kim, Seung-Jin Lee, Mark Pagano, Zhiquan Andy Shu

Non-voting faculty and staff present: Brandy Featherstone, 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?
- Meeting minutes scribe - Request for Cassandra and Matt to switch off taking notes every other meeting
- Vote: Pre-req removal of TME 479 - remove TMATH 307
 - Mark moves to vote, SJ Second, Motion passes
 - TMATH 307 is now TMATH 207 (differential equations), the ME pre-req will stay the same based on Kira's recommendation
- Open House Demo
 - Feb. 27, 12-2pm
 - Potential demos: MTS, Fish project, Robot hand, SAE - UG research students
 - Lab tour: ME ambassador or TA?
 - Audience is mainly transfer students
 - It's a SET general open house
 - heeskim@uw.edu and sjleeuw@uw.edu will chat with Noelle and see if we can have an organized tour for ME interested students
 - 12:00 - Everyone meets and discussing Advising
 - 12:30 - ME Specific folks go to the Material Science Lab to meet SJ and Hee-Seok
 - 12:45-2:00: Walk through MLG or Basement Labs
 - Tacoma Narrows Bridge Display - Brandon (mpagano@uw.edu's student)
 - Senior Design Lab - Have some seniors show off their projects (hedillon@uw.edu chat with ferry team and mattford@uw.edu with SAE aero team)
 - Robotics Lab Demo? - cdonatel@uw.edu and mattford@uw.edu chat with the students
- Tacoma Public School Event
 - **March, 12, 4-6pm, MLG 110**
 - On behalf of Tacoma Public Schools and the University of Washington Tacoma, we are pleased to invite you to a **Meet & Greet Reception** welcoming the inaugural faculty cohort of the **Maritime 253 Skills Center**—a new regional hub dedicated to maritime, advanced manufacturing, and technical career pathways for high school students across Pierce County.
 - This reception is an opportunity to:
 - Build relationships between UW faculty and Maritime 253 educators

- Explore opportunities for collaboration, research, internships, and pathway development
 - Learn more about Maritime 253's innovative programs and facilities
 - Celebrate the launch of a Skills Center designed to strengthen Washington's maritime future
 - Campus is hosting an event for TPS new Maritime 253. This is the new school they are building right by the CUW.
 - **Two volunteers from ME:** Mark, SJ, Cassandra
- Subcommittee reports: share a quick update from your working teams during the meeting or in teams
 - Community - Cassandra
 - Admissions - Hee-Seok/Andy - starting to receive and review applicants
 - Kira proposed to raise the cap to 60
 - Technically there is no cap, but there is a limit on how many we can admit
 - Definitely need to keep class-size in mind
 - Over 150 SET Direct applicants in ME
 - Equipment/Computing - Hee-Seok.
 - Graduate program - Aubree/Hee-Seok/Heather
 - Proposal is finalized and it is now in APCC who will send it to the graduate school
 - Not sure of the timeline, but after it goes to the graduate school it will come back to UWT and go to the deans
 - Once this is approved we can request another TT faculty line
 - Potentially we can start in 2027
 - ABET next visit 2028 - Hee-Seok
 - Recruiting/outreach - SJ
 - Faculty council - Matt/SJ
 - Working on the P&T survey (Due soon)
 - Workload subcommittee recently completed a report
 - Research showcase - Cassandra - SET Research Showcase will be due **Feb 23**. Please submit your abstract at <https://forms.gle/qxvWrquPmsBDSXu8> See detailed message below.
 - STEM Liaison - Cassandra/SJ/Hee-Seok
 - Capstone - Mark
 - For Boeing there will be a 0-contract
 - Most of them are moving at a better pace this month
 - Mark will make a new evaluation mechanism for their final presentations to more directly involve the advisers
- 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.
 - Performance Indicator Tracking Sheet: <https://docs.google.com/spreadsheets/d/17oMCh8AaQMffDdsHIMyX4JGHSyB9b0wwlIQFZD9eZPM/edit?gid=200620937#gid=200620937>
- Events coming up:
 - January 15 - Admissions opens for program
 - February 25 - SWE Night With Industry
 - February 27 - Open House
 - May 1 - SET Research showcase
 - May 21 - Senior presentations (MLG 110)
 - May 29 - Industry Advisory Board
 - May 29 - Design Expo

- June 4 - Senior Mixer (TPS G00A)
- June 12 - Commencement