

WIED Teleconference Call
Minutes
August 17, 2009

Attending: Susan Burkett, Jacqueline El-Sayed, Mara Knott, Susan Lantz, Adrienne Minerick, Laura Pauley, Donna Reese, Mara Wasburn, Bev Watford
Not Attending: Pat Backer and Beena Sukumaran

1. Conference Wrap-up: Mara W. commented on the 2009 conference sessions with some concern noted for the attendance at the 7:00 am and Tuesday 12:30 (conflict with ERM luncheon) sessions. It was necessary to put overflow papers in these sessions due to joint activities with WEPAN. This will not be an issue next year but should be kept in mind for future scheduling. One suggestion for the early morning session is to sponsor and advertise a continental breakfast to bring attendees. Mara W. also commented that the poster session was hard to find and not part of the regular poster session. Donna commented she thought the posters were part of the NSF grantees session possibly due to a conflict with the distinguished lecturer on Wednesday. This will also not be an issue in the future. Mara has already sent out an email to the ASEE office about problems with a room being improperly set up for a speaker and the luncheon room being misscheduled.
2. Treasurer's Report: Jacqueline's report was sent as a separate document. She reported reimbursements, speaker fees, the co-sponsored reception, WIED Business lunch meeting, and miscellaneous supplies have been paid. She is checking on the WEPAN/WIED luncheon. **Action Item:** Jacqueline will check with ASEE to see if some costs can be reimbursed from the operating account that expires at the end of the fiscal year. She will also check with Dianne Matt at WEPAN (dmatt@wepan.org) to make sure both parties have paid the proper amount for the luncheon.
3. Website Report: Adrienne reported the number of people visiting the website is down slightly. There have not been updates for the past two months. Bev sent a note out today and the visitors have already increased. This is the time of year where there will be more job postings. The Honor Roll is popular. The officer information has been updated. **Action Item:** Adrienne asked everyone to check their contact information. Please also send her any ideas for the website.
4. Plans for this year:
 - a. Strategic Planning: Jacqueline reported on the status of this document. She reported that a draft has been sent and is asking for comments from this group by Aug. 25.
 - b. Apprentice Awards: Donna Reese reported on the Apprentice Educator Grants. This draft was sent out on 7/13/09. This grant is patterned closely after the one offered by the ERM division. The document needs to be voted on. **Action Item:** Pat Backer will send the final copy to Bev and Bev will send out the document for a vote. Planning to offer one award this year and evaluate.
 - c. 2010 conference Plans: Bev asked about offering "officer driven" panels and a distinguished lecturer again next year. The group is in favor of these types of activities. Suggestions for panel topics (some came from earlier discussions when planning for Austin): How to get published; How to write effective proposals; Negotiating faculty positions, salaries, raises, etc.; Things your advisor will never tell you; Panel of Research Center Directors; How to get Funded; Evaluation –

pre-tenure; International Experiences... **Action Item:** Please send any other suggestions to Bev. Also suggestions are needed for possible distinguished speakers, preferably from the local area. Next year the conference is in Louisville so speakers from Lexington, KY and Cincinnati, OH are also possible.

5. Conference call schedule: Tentatively conference calls are scheduled for 11:30 EST on: Sep. 23, Oct. 28, Nov. 18, and Jan. 6, 2010