

ASEE Women in Engineering Division Business Meeting Minutes

June 21, 2010

Louisville, Kentucky

Meeting called to order @ 12:35 pm by Bevlee Watford, Chair of WIED.

1. Welcome and Brief Introductions. Watford
 - WIED pins were placed on each table. They were designed by Mara Knott and are for each member to wear proudly. Sign-up sheets were also placed on each table to monitor attendees.
2. Approval of the Agenda Watford
 - Agenda presented and approved.
3. Approval of Minutes of 2009 Business Meeting Burkett
 - Minutes of 2009 WIED business meeting were viewed and accepted.
4. Honors and Recognitions Pauley
 - Laura Pauley announced the awards for this year. One is an ongoing award, the Denice Denton Best Paper award. The winners this year: Rachel Reisberg, Margaret Bailey, Carol Burger, Jerry Hamann, Joe Raelin & David Whitman for their paper “The Effect of Gender on Support and Self-Efficacy in Undergraduate Engineering Programs”
 - The second award is a newly approved award, the Apprentice Educator Grant (AEG). Kim Bigelow is the recipient this year. She is currently an Assistant Professor at the University of Dayton.
 - Laura Pauley thanked the review committee for volunteering their time to this activity.
5. Chair’s Report for 2009-10 Watford
 - The Year in Review
 - Successful collaboration with WEPAN at ASEE 2009, Austin, TX
 - Successful Plenary Speaker, Jill Tietjen, at ASEE 2009.
 - Website – Honor Roll, postings of interest, increased traffic over the past year, work underway on a secure website to help archive historical information (Thanks go to Rob, Adrienne’s husband).
 - AEG – 30 applications
 - WIED Strategic Plan development
 - Brining in K-12 as a Reception Collaborator
 - Dues Increase approved by the ASEE Board of Directors.
 - WIED Election Results
 - Division Chair: Mara Wasburn
 - Chair Elect/Program Chair: Donna Reese
 - *Program Chair-Elect: Kristen Constant*
 - *Secretary: Brian Kirkmeyer*
 - Treasurer: Jacqueline El Sayed
 - Webmaster: Adrienne Minerick
 - *Director at Large – Assistant Webmaster: Mary Phelps*

- Director of Awards: Laura Pauley
- Director of Positions: Susan Lantz
- Director at Large: Beena Sukamaran
- Director at Large: Pat Backer

Outgoing Officers were recognized for their service: Bev Watford, Susan Burkett, Mara Knott as well as Adrienne Minerick who has agreed to serve for an additional year while working with the new Assistant Webmaster.

Bev Watford asked everyone to think about Mara Wasburn as she is recovering from an accident. A WIED pin was saved for her.

- Goals for 2010-11
 - i. Logo Contest – This was a planned activity that did not take place last year. One possibility is using the logo placed on the pin. This will be discussed in the future
 - ii. Faculty Database. This was another activity that was not completed last year and will be discussed in the future.
 - iii. Mara Wasburn, incoming WIED Chair, has increased membership and increased activities as some of her goals for next year.
 - iv. WIED is a member of PIC IV, Ethics, NEE, Libraries, Grad Studies, ERM, International, CoEd, DELOS, K-12, MIND, LED, and Students.

6. Treasurer's Report

El Sayed

- Balances: \$16,936.20 in the BASS acct., \$654.04 in the WIED.
- Majority of our funds go to conference activities (initiatives, awards, reception). Our conference calls are a minor part of our expenditures. The dues increase will allow even more activities.

7. Discussion of Bylaws

Watford

- Went through the changes in the by-laws.
 - i. Dues increase
 - ii. Webmaster assistant position to replace a director position
 - iii. Changing from **45 days to 30 days** as time allowed between the distribution of any ballot, motion, or resolution and the deadline for its return
 - iv. Director of Positions will Chair the nominating committee
 - v. Removing a duplication of amendments
 - vi. New paragraph added about the AEG that describes the process
- Bylaws approved as presented in the meeting.

8. Discussion of Strategic Plan

El Sayed

- Brian Kirkmeyer, Beena Sukamaran, and Jackie El Sayed worked on this activity. Input was gathered in phases. The overriding concern was that the plan be a shared vision. ASEE and MIND mission and vision statements were the models in this activity. Input was incorporated from the WIED Executive Officers as well as the entire division. The plan was posted to the web site. A

typographical error was noticed in the last bullet (*or order* changed to *in order*).

- Strategic Plan unanimously approved.
9. Program Chair's Report for 2009 Watford for Wasburn
- Book marks show WIED talks and were placed on each table. No information available regarding number of papers/posters.
10. Web Site Report Minerick
- Hosting information
 - Content added since June 2009
 - Regular Activities
 - Secure Website
 - Google analytics track usage and usage has grown dramatically since last year. The site is also bringing in more visitors from other countries.
11. Noel Schulz described her role in the professional interest council (PIC).
- All of the divisions are placed into 5 PICs (13 divisions are part of PIC IV).
 - Smoothpaper is being replaced by Monolith. Optimistic about this change.
 - Be aware of a diversity committee that Bev Watford will Chair. Rebudgeting of PICs has taken place. As of June 2010 WIED has 872 members.
 - A concern was voiced about the 7 am sessions related to low attendance.
 - Noel recognized Bev Watford and current WIED Executive Officers for their service.
12. New Business
- When Sarah Rajala was ASEE President, Bev was asked to Chair a taskforce to determine ASEE's role in promoting diversity. In 2002, 6 people put together 32 recommendations over the course of a year for the Board of Directors. This report was not implemented although those recommendations will be considered by the current committee. ASEE to consider establishing a formal committee, or division, or unit, that would be charged with implementing the recommendations. Representatives from WIED, MIND, Corporate members, Engineering Deans Council, Engineering Technology council, diversity partners (WEPAN, NAMEPA), and ASEE staff as well as a few others will serve on the committee. Beth Holloway is the WIED representative. Laura Bottomley is the K-12 representative.
 - An idea was discussed used by other divisions: Listserv activity separated out as specific places for member discussions and email is used exclusively for announcements.
 - Ingrid St. Omer encourages applicants to the New Faculty Fellows program when submitting a paper to FIE 2010 (Washington DC).
 - Peggy Layne promoted two new volumes recently published on women in engineering.
 - Terri Rheed-Rhodes and Bev Watford recognized as new ASEE Fellows.
 - Mara Wasburn promoted to Full Professor this year.
 - Nominating Committee volunteers will be needed in one month. See Susan Lantz.
13. Adjournment

- Meeting adjourned at 1:58 pm.