

WIED Teleconference Call
March 21, 2011, Minutes

Present: Donna Reese, Brian Kirkmeyer, Kristen Constant, Bevlee Watford, Adrienne Minerick, Laura Pauley, Mary Phelps, Susan Lantz, Beena Sukumaran, Jacqueline El-Sayed

Absent: Pat Backer

Agenda

1. Approval of February Minutes (Brian)
 - a. Minutes were approved without changes.
2. Treasurer's Report (Jackie)
 - a. Jackie sent the Treasurer's Report to the Executive Committee. Jackie is checking into an unspecified charge to WIED; otherwise there have only been conference call charges.
3. Webmaster's Report (Adrienne & Mary)
 - a. Adrienne emailed the usage report for the WIED website, with most traffic still from direct traffic. There was an overall decrease due to fewer jobs being posted.
 - b. Elections and awards are soon to go on the WIED website, which should increase website traffic.
 - c. Secure website is live, and the menu bar issue with Internet Explorer and Firefox has been fixed.
4. Awards Update (Laura)
 - a. Apprentice Educator Grant (AEG) awards
 - i. Two awards were made, one to a graduate student and the other to a tenure-track faculty member. Information on the recipients was sent to the Executive Committee.
 - ii. Bevlee sent the award certificate documents to **Laura** to create the new certificates of award for the recipients. The certificates will likely be mounted on a plaque.
 - b. Best Paper award
 - i. Three papers each received one Best Paper nomination. **Donna** will send the highest ranking nominees in the next couple of days.

- ii. Certificates will be made for each author of the Best Paper, as well as possibly the top nominees.

5. Election Update (Susan/Adrienne)

- a. Election website is nearly active (will be by April 1st), and voting should be able to proceed throughout April.
- b. There are five (5) Member-at-Large candidates, which could result in less than a majority of votes for the winning candidate and thus a run-off election between the top 2-3 candidates.
 - i. There is a question of whether the bylaws allow the Nominating Committee to reduce the number of candidates for a position or if all nominees must appear on the ballot; Donna will investigate this for next year's elections.
 - ii. Any changes that can be made must be voted on at the Annual Meeting.

6. Conference Update

- a. Paper update (Donna)
 - i. Thirty-five (35) papers are ready to publish, with two (2) others still awaiting confirmation of the authors' registration being paid.
 - 1. Three (3) papers never had final versions submitted.
 - ii. There should be approximately 15 papers in the poster session.
- b. Session update (Donna)
 - i. Sessions now appear on the ASEE conference website.
 - ii. WIED provided multiple panelists for the ERC panel.
 - iii. A call for moderators will come soon from Donna.
- c. Reception planning (Kristen)
 - i. The reception is still co-sponsored with MIND and K-12 Divisions.
 - ii. Budget is approximately \$1,600 per division, with some variation in actual cost due to US-Canadian exchange rate.
 - iii. MIND is proposing a menu, and K-12 is determining the optimal location of either the conference hotel or the convention center.
- d. Business meeting (Donna)
 - i. Agenda items are coming together.
 - ii. Likely topics include 2010 Minutes, awards presentation, chairs report, treasurer's report, and website report.

7. New Business

- a. WEPAN Knowledge Center will list WIED as a "Partner Organization".
- b. Bevelee also initiated a discussion about the lapel pins, which received a very positive response at last year's conference. She will look into pricing and pass it on.

c. **Beena** will coordinate a location for the WIED picnic location.

Meeting Adjourned at 4:07 pm EST. Next conference call is April 18th, 2011, at 3:30PM EDT.