ASEE WIED Teleconference Agenda

January 19th 2023

1:00 pm- 2:00 pm Eastern Time

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| **Meeting URL:** | https://ufl.zoom.us/j/98107832808 |
| **Meeting ID:** | 98107832808 |

Attendees: Kristi Shyrock, Brian Kirkmeyer, Sarah Jayasekaran, Jenahvive Morgan, Lily wang ,Darcie Christensen, , Rachel Reisberg & Idalis Villanueva (Quorum)

Excused: Jessica O Perez, Krystel Castillo , Claire McCullough

1. **ASEE WIED** –Kristi

* Previous minutes approved
  + Motion by Lily - Passed
* **Talking Points:**
  + NA
* **Actions to Take:**
  + NA

1. Treasurer’s Report – Lily

* **Talking Points:** Budget and updates
  + Lily still waiting to hear back from ASEE HQ to get set up
  + Funding/ accounts on stand still, Kristi will touch base and find out
  + Potentially may need to put a disclaimer that we “may” be able to give honorarium
  + May have to explore funding options for student panel
* **Actions to Take:**
  + Find out about funding/ accounts - Kristi

1. **ASEE Conference** – Brian / Idalis

* **Talking Points:** Updates and needs
  + Got Abstracts and reviewers, all got approved for draft papers
  + 62 abstracts, three were pulled by authors
  + Business Meetings discussion –
    - May have to figure out box lunches if needed
    - Going to work through scheduling
  + Not sure on details for registration for conference
  + Panels: student panel that Lily organized & gender harassment
  + Brian to coordinate with the PCEE chair and/or ask if this is still in the plans.
* **Actions to Take:**
  + Brian to coordinate with the PCEE chair and/or ask if this is still in the plans.

1. **Diversity, Inclusion, and Equity** **–** Claire / Rachelle

* **Talking Points:** Updates
  + Brian may be delegate for LGBTQ+ but can’t make meetings
    - Monday every month to 6 weeks 2-3:30 pm EST
  + All hands DEI is this upcoming Monday
* **Actions to Take:**
  + N/A

1. Awards – Jessica

* **Talking Points:** Updates and plans
  + Should still post awards, will come with recognition but may not have financial promise
* **Actions to Take:**
  + N/A

1. **Elections** – Jenahvive

* **Talking Points:** Updates and plans
  + Working through figuring out what should happen with Rachelle’s position
  + Kristi is going to reach out to Homero Murzi ([hmurzi@vt.edu](mailto:hmurzi@vt.edu)) and any other contact necessary to decide what needs to be done
  + Comment on call for nominations to Jenahvive
  + Jenahvive will submit through Google
* **Actions to Take:**
  + Kristi to reach out to Homero Murzi

1. Web manager’s Report – Krystal / Darcie

* **Talking Points:** Updates
  + Reached out to Ralph, and it seems the logo is not up to ASEE standards.
  + Communications at ASEE should be able to provide the logos. Darcie is waiting to get the logo to revamp the website.
  + Darcie will check the Dropbox to find past pictures.
    - Kristi said you could find it in the Google Drive which is a copy of Dropbox, under Annual Conference Documents 2019.
  + Should we create a page for announcements/newsletters? Yes.

**Actions to Take:**

* + N/A

1. **Other**

* **Talking Points:** Updates from other Officers
  + Updates from other officers;
    - Newsletter is working smoothly with minor issues.
* **Actions to Take:**
  + N/A

Meeting adjourned