ASEE WIED Teleconference Agenda

April 25th, 2023

1:00 pm- 2:00 pm Eastern Time

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| **Meeting URL:**  | https://ufl.zoom.us/j/99523622497 |
| **Meeting ID:**  | 99523622497 |

Attendees: Kristi Shryock, Darcie Christensen, Brian Kirkmeyer, Sarah Jayasekaran, Krystel Castillo, Rachelle Reisberg, Lily Wang, Janet Callahan

(Quorum)

Excused: Jessica O Perez, Claire McCullough, Jenahvive Morgan, Idalis Villaneuva Alarcón,

1. **ASEE WIED** –Kristi
* Previous minutes approved.
	+ Moved, Second
* **Talking Points:**
	+ Discussed at the end.
* **Actions to Take:**
	+ NA
1. Treasurer’s Report – Lily
* **Talking Points:** Budget and updates
	+ Lack of communication
	+ Michigan Tech is supporting with the awards this year so we can give funds.
	+ Discussion on how to get the panel there without them having to spend for the travel and accommodation - so they participate in person.
		- six students and support of $1500
* **Actions to Take:**
	+ N/A
1. **ASEE Conference** – Brian / Idalis
* **Talking Points:** Updates and needs
	+ Town hall meeting- it’s about the independent audit, will be a discussion on how to move forward
	+ NEMO has some difficulties with submissions.
		- 41 draft papers approved for final,
			* yet to put them in sessions- Find a common theme.
			* Start getting people for moderators.
	+ Discussion on the reception event
		- Multiple suggestions offered.
		- Have a semi-formal event to socialize and break into smaller groups for dinner.
		- Being more flexible with the meeting place
		- Giving people enough structure concerning time and place
		- Send out an email on the day of the event.
* **Actions to Take:**
	+ N/A
1. **Diversity, Inclusion, and Equity** **–** Claire / Rachelle
* **Talking Points:** Updates
	+ Information about DEI joint letter from national engineering professional societies about legislative languages
		- Multiple organizations have signed in support- NSBE, ABET, SHPE, etc
	+ ASEE offered- a regular booth for CDI & PCE (table and chair)
	+ A schedule for booth coverage will be created through sign-up genius.
* **Actions to Take:**
	+ N/A
1. Awards – Jessica
* **Talking Points:** Updates and plans
	+ five applicants for the Mara Washburn award
	+ Looking for volunteers to review - rubric involved.
* **Actions to Take:**
* N/A
1. **Elections** – Jenahvive
* **Talking Points:** Updates and plans
	+ Voting is open till the end of April.
	+ Only 20 votes in
* **Actions to Take:**
	+ N/A
1. Web manager’s Report – Krystal / Darcie
* **Talking Points:** Updates
	+ Updating the site based on ASEE updates
	+ Site is mostly up to date.
	+ Everything is Automated

**Actions to Take:**

* N/A
1. **Other**
* **Talking Points:**
	+ Updates from other officers.
		- How to create a community for graduate students to become involved.
			* Have graduate student panels.
		- Discussion on if we need to look at the bylaws for revision again this year.
			* Should we formalize the Director position?
		- Discussion on transitions after the term is completed.
			* Come up with guidelines and have a discussion.
			* Have elections if multiple people are interested.
		- Discussion on recruiting people for future
			* Capture the history of these changes and growth.
			* Have a sign in sheet at the business meeting to connect with people
* **Actions to Take:**
	+ N/A

Meeting adjourned