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