ASEE WIED Teleconference Agenda

January 31st 2024

3:00 pm – 4:00 pm Eastern Time

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| **Meeting URL:** | https://ufl.zoom.us/j/91753892315 |
| **Meeting ID:** | 91753892315 |

Attendees: Kristi Shyrock, Darcie Christensen, Brian Kirkmeyer, Sarah Jayasekaran, , Yuchen Huang, Idalis Villaneuva Alarcón, Suzanne zurn-birkhimer**,** Krystel Castillo, Janet Callahan (Quorom)

Excused: Claire McCullough, Jessica Perez, Lily Wang

1. **ASEE WIED** –Kristi

* Previous minutes – Minutes approved for November 2023
* **Talking Points:**
  + **Our social**
    - We will follow the same model as last time.
    - Make more networking opportunities in the social
    - If awards are sponsored, we can free up funds for food.
    - Social event: Improv
  + **Discussion on data storage** 
    - How to save minutes and where
    - Discussion on different locations
* **Actions to Take:**
  + N/A

1. Treasurer’s Report – Lily

* **Talking Points:** Budget and updates
  + **Financial report**
    - Lily sent out a financial report.
    - $ 4000 available
    - Unavailable funds $ 35181.27
    - Field unit dues will be available.
  + **Webinar idea**
    - Webinar discussion, sending email to the group.
    - More details by next meeting
    - Still planning it out
* **Actions to Take:**
  + N/A

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

* **Talking Points:** Updates and needs.
  + **ASEE Conference updates**
    - Conference Updates
      * deadline moved.
      * 5 submitted.
      * 53 waiting
      * Assigning people for paper
    - Wip paper discussion- lack of clear guidance
      * There is a criteria for wip paper in some folder, we can set some criteria
    - Beneficial to find women’s group or organization that might sponsor, or externally funded.
* **Actions to Take:**
  + N/A

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

* **Talking Points:** Updates (From email)
  + The CDEI blogs page at https://diversity.asee.org/deicommittee/blog/ has much interesting information. This month, that includes:
  + · Guest Blog: Contextualizing Your Research Workshop: An approachable first-step in considering research through a DEI lens
  + · Guest Blog: Challenging the meritocratic ideology in engineering education
  + · Guest Blog: A Female Indigeneer’s Perspective on MMIWG2S Awareness Day including 2SLGBTQQIA People
  + · Mental Health and Wellness Virtual Community
  + · ASEE CDEI Scholar Spotlight Series: highlighting professors active in DEI, including our own Rachelle Reisberg
  + I believe that everyone can access that, but if that isn’t the case, let me know, and I’ll retrieve any articles you are particularly interested in. We can recommend people for scholar spotlights and guest blogs—here is the link to do so: Blog/Spotlight link
* **Actions to Take:**
  + N/A

1. Awards – Jessica

* **Talking Points:** Updates and plans
* **Actions to Take:**
* N/A

1. **Elections** – Yuchen

* **Talking Points:** Updates and plans
  + Election materials will be out by February 15
  + Positions open: Program chair elect, director at large (odd years and even years)
  + Once details of candidate received: ballot will be sent out to web manager.
* **Actions to Take:**
  + N/A

1. Web manager’s Report – Krystal / Darcie

* **Talking Points:** Updates
  + Website has been updated
  + Uploaded the minutes and the previous year’s awardees.
  + Krystal is updating the officer page

**Actions to Take:**

* Update minutes and previous years awardees
* Election materials

1. **Other**

* **Talking Points:**
  + Updates from other officers.
    - NA
* **Actions to Take:**
  + NA

Meeting adjourned