ASEE WIED Teleconference Minutes

OCTOBER 25th 2024

11:00 am- 12:00 pm Eastern Time

Meeting URL: <https://unab-cl.zoom.us/j/3300026250>

Meeting ID: 330 002 6250

Attendees: Brian Kirkmeyer, Monica Quezada, Margaret Pinnell, Yuchen Huang, Chiamaka Asinugo, Kristi Shryock, Sarah Jayasekaran (Quorum)

Excused: Idalis Villanueva, Suzanne Zurn-Birkhimer, Darcie Christensen, Lily Wang, Laura Gelles, Gozde Ustuner, Claire McCullough, Jessica Perez

1. **ASEE WIED** –Brian

* **Talking points**
  + Previous minutes approved.
  + Discussion regarding the scheduling of timeslots for business and social meetings. Tuesday evening recommendation (social).
  + It remains to be determined who will organize the social meeting.
  + Deadline for abstract reviews (before November 1st).
  + Electronic rubrics as a tool for the reviewers.

1. Treasurer’s Report – Lily
   * No new updates.
2. **ASEE Conference** – Idalis / Suzanne
3. **Diversity, Inclusion, and Equity** **–** Claire

* No new updates

1. Awards – Jessica

* No new updates

1. **Elections** – Yuchen Huang

* No new updates

1. Web manager’s Report – Darcie / Chiamaka

* **Talking points:**
  + The team has been working on learning how to update the website.
  + No new updates.

1. Interdivisional Town Hall – Gozde Ustuner

* No new updates

1. **Other**

* No new updates.

Meeting adjourned.