

WIED Teleconference Call  
April 20, 2010 Minutes

Present: Pat Backer, Susan Burkett, Mara Knott, Susan Lantz, Adrienne Minerick, Laura Pauley, Beena Sukumaran, Mara Wasburn, Bev Watford

Absent: Jacqueline El-Sayed, Donna Reese

Agenda

1. Elections Update (Bev for Donna)

- a. There were 42 votes, elections are closed. The new officers are: Program Chair-Elect: Kristen Constant, Secretary: Brian Kirkmeyer, and Director: Mary Phelps.
- b. There was some discussion about officers running uncontested. Bev talked about the fact that WEPAN has used this model given the size of the organization. Mara W. has a contrasting opinion that this model has a negative appearance and would like to see voters viewing bio sketches of candidates to make their choices. There was also discussion about the fact that the lack of response this year might be due to the smaller number of open positions with more responsibility associated with them. Mara W. would like to use the business meeting to get more people involved.

2. Strategic Plan Update (Bev for Jackie)

The strategic plan is finalized and posted. It will appear on the agenda for the June Business meeting.

3. AEG Update – (Laura)

- a. Laura has not received a reply from ERM about ideas for hosting the AEG awardee. She mentioned hosting the awardee for three events: the picnic, business meeting, and reception. This also assumes the awardee is interested in having a host for these events.
- b. The issue of reimbursement was discussed. Bev asked the question about the awardee saving receipts for meals or claiming per diem. These are questions for Jackie. If receipts are needed, the awardee needs to know ahead of time.
- c. It was decided that a certificate would be given to the AEG awardee while plaques and certificates would be given to the authors of the “Best paper” award. The monetary award will be divided amongst authors. Last year they were given the checks at the reception. Laura will re-send the email to Bev for notifying the awardees. Bev will copy Adrienne on the email so that she can post this information. Bev will also arrange to have all plaques and certificates made.

4. Conference Update (Mara W)

- a. The lunch was capped at 65. Mara has asked to increase the capacity to 100.

- b. The emails about our sessions have received a lot of positive response, especially the panels.
  - c. **Bev** suggested that **Mara** send an email to each of the Chairs to MIND and K-12.
  - d. Newcomers dinner Sunday. There was discussion about traveling to the picnic together and the use of flyers (similar to last year) to advertise this event. **Bev** will contact Kat for a location where everyone can easily find to meet.
5. Treasurer's Report (Bev for Jackie)

Financial report: the only recent charge is the last conference call.

6. Website Update – (Adrienne)

- a. Analytics show visits spike after emails. There is some international traffic. The strategic plan is getting some traffic. The Honor Roll could have more entries. Women tend not to promote themselves. **Bev** will email membership asking for people to promote their friends and colleagues.
- b. Secure website. **Adrienne** to have this done by the business meeting.

7. Business Meeting (plans for next year?)

- a. Mara W. mentioned breakout sessions for brainstorming and her interest in increasing the membership.
- b. **Bev** asked for an end of year report for the web site (**Adrienne**), Treasurer (**Jackie**). We also need to recognize awardees, vote on the by-laws, and ratify the strategic plan. **Bev** will post an agenda prior to the meeting.
- c. **Mara W.** to ask for a projector in the room.
- d. Discussion about the fact that this meeting can be used to set the goals for the next year.
- e. There was discussion about the \$75 proceedings fee. In the case of panels that the Executive Board coordinates, it was agreed that ASEE should pay the fee.

8. Other Business

- a. Bev Watford has been awarded a Fellow of the ASEE
- b. Mara W. was promoted to Professor this year

**Congratulations!**

Meeting Adjourned at 2:35 pm EST

Remaining call before the June meeting: May 25, 2:00 pm EST