

WIED Teleconference Call
February 9, 2010 Minutes

Present: Pat Backer, Susan Burkett, Jacqueline El-Sayed, Mara Knott, Susan Lantz, Adrienne Minerick, Laura Pauley, Donna Reese, Mara Wasburn, Bev Watford

Absent: Beena Sukumaran

Agenda

1. Elections Update (Susan L.)
 - a. **Bev** to send Susan L. position descriptions. **Susan L.** will prepare an announcement asking for volunteers and nominees. **Donna** will need names, bios and get the website up and running for elections.
 - b. Discussion about storing position information on the website in a secure spot. This is done so that the new committee members are not always re-creating processes. **Adrienne** to prepare a secure section on the site for any processes to be uploaded.
2. Strategic Plan Update (Jackie)
 - a. Jackie has received feedback on the strategic plan, including suggestions to make sure we are positioning ourselves correctly with respect to SWE and WEPAN missions. **Jackie:** The committee will meet again and come back with recommendations. The time line will be to make these recommendations by the upcoming March 16 meeting.
3. AEG Update (Bev/Laura)
 - a. We have received 30 applications. Laura has put together a review committee of 8 selected from volunteers. The volunteers have no conflict of interest (COI) with applicant pool. The applications are posted in pdf format on a secure system that reviewers have access to. Reviewer ratings are due the last week in February. Reviewers are asked to address: record of achievement, potential for future contributions, and future involvement with WIE. There was some discussion about preference being given to applicants that had not previously won an award. **Bev** is waiting to hear back from ASEE about whether something could be put in the awardee's registration packet. If not, something could be placed on the registration table. **Bev** also had to modify language related to award about screening for COIs.
4. Dues Update (Bev)
 - a. Dues increase has been approved. It is not clear when it will take place. **Executive Board members** are asked to alert the rest of the committee when they receive their dues statements.
5. Conference Update (Mara W)
 - a. Papers Status (Mara W): 30 papers have been submitted from 54 abstracts, 2 rejected. Reviews are due soon.
 - i. Best Paper Update (Laura): Some discussion about how to determine the nominees to forward to the review committee. Bev suggested that Mara look at the top 5 before forwarding. The committee that Laura has assembled will review the paper with the most votes.

