

WIED Teleconference Call
January 24, 2011, Minutes

Present: Donna Reese, Brian Kirkmeyer, Kristen Constant, Pat Backer, Bevlee Watford, Adrienne Minerick, Laura Pauley, Jacqueline El-Sayed, Susan Lantz

Absent: Beena Sukumaran, Mary Phelps

Agenda

1. Approval of November Minutes (Brian)
 - a. Minutes were approved without changes.
2. Treasurer's Report (Jackie)
 - a. No expenses in 2011 so far other than teleconference fees.
3. Webmaster's Report (Adrienne & Mary)
 - a. Adrienne emailed the usage report for the WIED website, with most traffic still from direct traffic but positive increases in traffic due to more frequent updates of the site.
 - b. Secure website – will help with file management and reviews. Everyone will get login information.
 - c. Hierarchical organization of the website. A mock-up will be sent by **Adrienne** in the next few weeks for feedback, and once approved it will go live.
 - d. **???** is contacting Dwight Wardell to update officers of WIED on the ASEE website.
4. AEG Update (Laura)
 - a. Application deadline is February 15th, with recipient(s) announced by March 15th. Eligible women are graduate students, post-docs, lecturers, research associates, and other non-tenure track faculty. Tenure-track women faculty who are not more than three years into their first faculty position are also eligible.
 - b. Discussion ensued regarding the parameters of the award, particularly with respect to non-tenure-track applicants. The parameters will remain unchanged for now.
 - c. Online applications will hopefully be up for next year, according to ASEE.
5. Nominating Committee (Susan)

- a. Nine-member committee, but only two self-nominated nominees. Susan is working on an email with descriptions of the open positions so the call for nominations can go out.

6. Conference Update

- a. Paper update (Donna)
 - i. Fifty-six (56) final abstracts were submitted, two were rejected, five were withdrawn and five had no submitted paper.
 - ii. Forty-four (44) papers were submitted and await review, with the same reviewers for abstract and paper.
- b. Session update (Donna)
 - i. All requested sessions were approved, covering all session time slots. All ASEE sessions are now 90 minutes long.
 - ii. WIED has four paper sessions and several panel sessions.
 - iii. An email from Donna will be sent soliciting volunteers from the WIED membership to serve on a panel jointly sponsored with MIND and ERC on issues that are particular to women and minorities in establishing research programs
- c. Reception planning (Kristen)
 - i. Co-sponsored with MIND and K-12 Divisions.
 - ii. Reaching out to these divisions to identify past practices and commence planning of the event.
- d. Business meeting (Donna)
 - i. Leadership needs to start thinking about agenda items.

7. New Business

- a. No new business.

Meeting Adjourned at 4:30 pm EST. Next conference call is February 28th, 2011, at 3:30PM EDT.