

ASEE Women in Engineering Division Business Meeting Minutes

June 15, 2009

Austin, Texas

Meeting called to order @12:40 pm by Bevlee Watford, Chair of WIED.

Welcome and Brief Introductions.

Minutes of 2008 WIED business meeting were accepted as read.

Bev Watford presented the agenda. In a previous meeting Mara Wasburn suggested asking for honors/awards received by members over the year. Bev Watford recognized the awardees and they will be posted on the web site. Please continue to send Bev these honors/awards so they can be posted.

Noel Schulz, PIC IV Chair, announced her move to Kansas State in August (updated email address: noel@ksu.edu).

- Board level activities include the plenary session – 2 initiatives by ASEE Presidents related to faculty development and international program.
- ASEE is looking for volunteers for a task force on rewriting ASEE perspective on sustainable engineering education. Please forward interested names to Bev Watford or Noel Schulz.
- A proposal will be sent to the division related to funding opportunities.
- Attendees are down this year by ~ 10% probably due to economic situation.
- A diversity working group, Chaired by Bev Watford, will be meeting and sending out a report in the next few months.
- The Board is >50% female at this time; membership >20% female; volunteers >40% female. ASEE wants to be inclusive as well as diverse and collaborate, co-sponsor activities such as panels, sessions, receptions, etc.
- The plenary session on Tuesday (2nd) is atypical and they would like feedback. A session was held after the plenary to discuss recommendations from ASEE's "Creating a Culture" task force. The report from this task force is posted on the ASEE web site.
- The PIC meeting is Wednesday 1-3 pm.

1. Chair's Report for 2008-09: Bev Watford

- ASEE WIED/WEPAN joint meeting activities were first talked about in 2004 and are happening this year.
- Our web site is managed by Adrienne Minerick at Mississippi State; Worried about the portability of this arrangement, WIED asked ASEE headquarters about hosting our web site and they will do that free of charge. We will still send items to Adrienne for posting.
- MSU also created the balloting system for our elections this year, however, we need a more portable balloting system.
- The picnic flyer was meant to give new members someone to walk to the picnic with and sit with. Susan Burkett and Mara Knott met people at the Hilton and

walked over together. We would like another way to more fully advertise this activity.

- NEE best paper is from GA Tech, D. Llewellyn, M. Usselman, and R. Millman, “Designing Effective Educational Initiatives for Grant Proposals.”

a. WIED Election Results

Newly elected members of the WIED Board 2009-2011 term are:

Treasurer: Jacqueline El-Sayed
Director of Awards: Laura Pauley
Director of Positions: Susan Lantz
Director at Large: Pat Backer, San Jose State University
Beena Sukumaran, Rowan University

b. Goals for 2009-2010 Bev Watford

- i. Apprenticeship Program: (see agenda item#3)
- ii. Logo Contest: WIED would like to hold a logo contest with a prize to be awarded for the best logo.
- iii. Faculty Database (see agenda item#6)

2. Treasurer’s Report: Jennifer Van Antwerp

As of March 31, 2009 balances are:

BASS Acct \$17,679.01
Operating Acct \$ 746.76

The operating account is used for miscellaneous charges such as copies, conference calls, etc. This account expires at the end of each fiscal year. While the BASS account currently has a large balance, this account has been decreasing each year so it can’t be sustained without some type of fund raising activity. The reception is an activity that we were not able to raise any funds for this year. A suggestion was made to contact potential academic sponsors as well as industrial sponsors for the MIND/WIED reception in the future.

3. Discussion of Finances

- a. Allocations of WIED funds for possible travel support to faculty or student, based on the ERM model (apprenticeship Program Proposal) was presented by Adrienne Minerick. She indicated this came from the division as a result of discussion about what they wanted to promote. This was that they wanted to capture students looking for faculty positions and to promote educational research. It was suggested that WIED could do something similar by putting out eligibility criteria and an application. Julie Trenor can serve in an advisory role because she was involved in the development of the ERM award. ERM does 4-6 travel grants per year (receipted travel up to \$2000). Discussion was tabled until the dues motion was presented and discussed.

- b. How to increase membership and how to make the division more relevant to members
 - i. Membership data was presented by Paige Smith. More than half of the divisions charge \$5 or more for dues; our dues have not increased for many years. There was much discussion about raising dues and to what amount. Raising dues to \$5 was considered although many members felt that a raise to \$7 would also be agreeable. There was some concern about increasing the dues (more than doubling) so quickly rather than in stages. The majority of the business meeting attendees felt that WIED might lose some members but that the number would be low. A comment was made that if we state the reason for raising the dues, it is easy to make a logical argument. Another question was asked about the number of members and how that is counted towards our budget allocation. The response was that the count does factor in but the manner in which it counts is not clear.
 - ii. Dues Structure Motion
A motion passed to raise membership dues in WIED to \$7. The recorded vote was: YES – 37, NO – 10.

Once the motion was passed, discussion reconvened about adopting a travel grant in a model similar to that used by the ERM division. A motion passed to appoint a committee to work on this issue to be submitted for approval by the division before October 2009. Pat Backer volunteered to lead this committee. Other volunteers are: Beth Holloway, Donna Reese, Cindy Fry, and Rachelle Reisberg. The vote was: YES – 46, NO – 1. Members do want an avenue for providing input to the committee. Some ideas provided at the meeting include the addition of a host mentor and to clarify if this grant is intended for faculty and/or staff.

4. Program Chair's Report for 2009: Mara Wasburn

WIED received 46 abstracts, of which 40 were accepted. Thirty-four completed papers were received, of which 4 were withdrawn, 1 was rejected, and 29 were accepted for publication in the proceedings and for presentation at the conference.

WIED is sponsoring 4 technical sessions, 4 panels, 1 poster session, and a Business Meeting, and co-sponsoring 2 technical sessions and the MIND/WIED Reception. We are also sponsoring a Distinguished Lecturer. For the first time, WIED and WEPAN have joined forces to co-sponsor two panel presentations and a lunch.

5. Web Site update: Adrienne Minerick

A web site report was provided pointing out usage, where visitors to the site come from, and web site content.

6. WIED Faculty Database: Maria Petrie

Maria has been working on creating an engine to allow WIED members to keep a directory as a way of creating a community for the division. This activity resulted in looking at established directories such as Affinity Circles, a directory established by Tau Beta Pi. The license for the web site is \$8000/year. ELGG is another site that is being looked at that has a much reduced cost associated with its use.

7. New Business

- Any suggestions and ideas can be sent to any WIED officer.
- WEPAN Knowledge Center was described and a flyer highlighting this new resource was provided.
- Lori Bruce mentioned ERC is interested in co-sponsoring activities with divisions.
- Mary Anderson-Rowland mentioned that SWE has interest in becoming more involved with academe than they have in the past.

8. Adjournment. Motion was made and seconded for adjournment at 1:55 pm.

Respectfully submitted,
Susan Burkett,
ASEE WIED Secretary