

WIED Teleconference Call
November 4, 2009 Minutes

Present: Susan Burkett, Donna Reese, Beena Sukumaran, Jacqueline El-Sayed, Pat Backer, Susan Lantz, Mara Knott, Adrienne Minerick, Mara Wasburn

Absent: Laura Pauley, Bev Watford

Agenda

1. Website update (Adrienne)

Summary

1. Visits are up ~60%
2. Jobs: 300 views in October
3. Direct Traffic (64%), Search engine referrals (23%), other referring sites (12.5%)
4. Visitors are expanding (recent visits from Brazil, Finland, Spain, and Middle East)

2. Treasurer Report (Jackie)

- a. No financial activity to report
- b. Eaton Donation not received to date

3. Conference Update

- a. Abstracts: (Mara W.): 54 Abstracts received and in review; deadline is Nov. 12; **Susan L. and Beena volunteered if reviewers are needed at last minute.**
- b. Journal Editor Panel Abstract Update (Bev): No report
- c. Funding Panel Abstract Update (Beena): Beena has confirmation from both the NSF International Division and NCIIA that they will participate in the panel. When contacting DOE, Linda Blevins was suggested as a contact. Susan B. indicated that Linda worked at NSF prior to DOE; **Beena has not received a response from Russ Pimmel in the Division of Undergraduate Education (DUE); She is also still looking for contacts at NIH and Dept. of Education. Susan B. will send a name of program director at the Dept. of Ed who works on the GAANN program. Susan L will send the names of program directors at NIH.**

4. AEG Update (Laura)

Laura not present due to teaching commitment, however by email message sent on 11/3, she indicated she had sent Adrienne a revised description of AEG to post on the WIED web site. She added tenure-track faculty in the first three years of their first appointment as being eligible; she removed the second letter of recommendation; she added "The nominee does not need to be a member of ASEE" to encourage new members. **If anyone opposes this, please indicate so.** She also indicated that Pat had given her a list of Best Paper reviewers. The AEG review committee will be formed using that list. **What would be an appropriate size for the AEG review committee?**

The topic of on-line application was discussed based on a response that Adrienne forwarded from ASEE today that indicated the grant program needs approval by the Board of Directors. **Bev to follow up with Noel Shultz about when this program might be approved.**

5. Mentoring - No report
6. Strategic Plan Update (Jackie)
 - a. What is the next step? Jackie has sent the revised version. Susan L. had asked a question about including both mission/vision from ASEE and WIED. That will remain. However, the portion that describes the process for acquiring the document will be removed and placed in the accompanying email message.
7. Elections (Susan L.) – Susan L. reported the timeline information was found in the bylaws (repeated below). The Call for Nominees is due by early February. **A nominating committee needs to be appointed. The question was asked, aside from the past-Chair, who else should be on this committee? Donna volunteered if needed. Susan L. to ask Bev if she will email member list asking for volunteers, listing the offices that will be open, and encouraging the members to be thinking about whether they might want to fill one of these roles.**
8. Faculty Shadowing update (Beena and Jackie)
Beena and Jackie have briefly discussed this and will continue discussions.
9. New Business – None noted.

From By-laws: The Officers and Directors of the Division shall be elected according to the following procedures: The Chair shall appoint a Nominating Committee no later than thirty (30) days following the Annual Business Meeting with the Immediate Past Chair of WIED serving as the Chair of the Nominating Meeting. A call for nominations will be electronically mailed to the Division Membership by February 1 following its appointment. The Nominating Committee shall present a slate with at least one name for each office to be filled and including the names of those who have been nominated by the membership, to the Executive Committee no later than ninety (90) days prior to the Annual Business Meeting of the Division. The Nominating Committee shall obtain the consent of each nominee prior to submitting his/her name for nomination.

The Chair of the Nominating Committee shall conduct the election. The Secretary shall electronically mail a ballot to each member of the Division by April 1 preceding the Annual Business Meeting. A majority of the votes cast for a given office shall constitute election. Members must have at least thirty days in which to cast their ballot. All candidates will be notified of the results immediately. In case of a tie vote, the Executive Board shall cast the deciding vote.

If no candidate for a given office receives the majority of the vote, a run-off election must be held. Candidates in the run-off are the two candidates who received the highest number of votes. If their combined votes are not at least fifty percent of the votes cast, the candidate with the third highest number of votes shall be added to the run-off ballot.

The Nominating Committee may not nominate the current Chair for a second term.

Meeting Adjourned at 4:10 pm EST