1. Approval of minutes from the May 23rd teleconference (see http://wied.asee.org/images/images/MeetingMinutesMay11.pdf).
   a. Minutes approved without changes.

2. Treasurer’s Report – Adrienne
   a. Adrienne sent the Treasurer’s Report to the Executive Committee. Total expenses since June 2011 were $3,751.80, though the total balance is unknown until July & August membership is determined.

3. Webmasters’ Report – Mary & Sandra
   a. WIED had to create a new account to separate it from Adrienne’s personal account, so the web traffic history will have to be re-entered. The jobs page is still the highest traffic page on the site.
   b. Policy on postings to the listserv? (Donna)
      i. Question of whether additional postings (e.g. survey participation) should be included in the bi-weekly email updates or sent individually. Executive Committee agrees to include them in the bi-weekly updates unless they have urgent timing.

4. Request for endorsement from ASEE LEES
   a. This topic addresses ideas like a chair-elect structure for the PICs, a committee for interdisciplinary topics at conferences, realignment of the PICs, and other items. Jenna will draft a response to the proposal and circulate it to the Executive Committee for comments. Donna will forward the final response from WIED to the LEES group.

5. Nominating Committee – Susan
   a. Susan will coordinate the constituency of the committee and forward the participants to ASEE.

6. Annual Conference 2011 Wrap-up – Donna
   a. Attendance was strong for recruitment/retention of women, though there was poor participation at the 7AM sessions. Most were well-attended.
   b. Wednesdays are typically the days with more paper sessions due to business meetings and plenaries being completed. Some tweaks to sessions are being considered by ASEE.

7. Annual Conference 2012 – Kristen
   a. Panel topics – Mentoring, Recruitment/Retention, Leadership, Professional Development, Innovative Programs, Policies, ADVANCE
b. **Call for Paper status** – the call for papers went out. A suggestion was made for a dual-sponsored panel (with ERM division) on Journal Editors. Work/Life Balance is also a popular topic. A third suggestion dealt with understanding administrative positions in academia.

8. Distinguished Lecturer Nominations
   a. Sheryl Sandberg was suggested by Adrienne; Donna will follow up with Sheryl to gauge her interest. The deadline for this is October 14th.
   b. Others?

9. Update on status of naming of AEG award
   a. Proposal was submitted, but it will be September/October before we hear back due to the formation of the review committee still being in progress.

10. Days/times for future meetings
    a. Brian will query the Executive Committee about the 4th Friday of each month at 3PM as a fall semester regular meeting time.

11. Meeting was adjourned at 1:53PM Eastern Time.