WIED Teleconference Minutes, January 18, 2012

Present: Jenna Carpenter, Kristen Constant, Sandra Eksioglu, Beth Holloway, Brian Kirkmeyer, Susan Lantz, Susan Metz, Adrienne Minerick, Mary Phelps, Donna Reese, Beena Sukumaran
Absent: None

1. Approval of minutes from the December teleconference
   a. Approved with no corrections.

2. Awards Schedule – Susan Metz
   a. AEG process moving along (thanks to Laura Pauley) with a deadline of February 10th. Three student applications have been received so far, with no faculty applicants to date. A reminder will be sent on February 1st.
   b. Approximately 20 reviewers have volunteered to help with the selection process.

3. Treasurer’s Report – Adrienne
   a. Revenue and expenses were presented, and suggestions made for better utilizing WIED funds.
   b. Followed up on email discussion about WIED luncheon cost to attendees being raised to $20 per person, resulting in less WIED subsidy.
   c. Discussion of how to increase membership in WIED from its recent downturn, including contacting past members and students.

4. Webmasters’ Report – Mary & Sandra
   a. Postings are being made of the Minutes and the job openings, which appears to be increasing the web traffic.
   b. Data suggest that web traffic is increasing, seemingly due to the job postings.
   c. A new section for undergraduate research opportunities (e.g. REUs) will be created alongside News and Jobs, with discussion of how to implement.

5. Annual Conference 2012 – Kristen
   a. Forty-eight (48) total abstracts were submitted.
   b. Thirty (30) papers have been submitted (1 panel is not submitting papers, while the other 2 panels are).
      i. Two papers were withdrawn prior to review, one rejected at review stage, seven confirmed as “not submitting”
      ii. Have not heard from five submitters, and two say they are almost done.
   c. Reviewers have been assigned for all of the received papers.
   d. All session times have been approved, except for the late Wednesday afternoon session that is not expected to be needed.
e. Reception information has been submitted to ASEE and approved by K-12 and MIND. Beth will liaise with these two divisions for planning.

6. Officer Call for Nominations – Susan Lantz
   a. Call went out in early January, and will allow 2-3 weeks for responses.
   b. A reminder will go out during the week of January 23rd.
   c. Susan L. and Adrienne will collaborate to set up the election website.

7. Days/times for future meetings (all at 3PM EDT)
   a. February 15
   b. March 21
   c. April 18
   d. May 16

Meeting was adjourned at 3:48PM Eastern time.