

## WIED Teleconference Minutes, March 21, 2012

Present: Kristen Constant, Beth Holloway, Brian Kirkmeyer, Susan Lantz, Adrienne Minerick, Mary Phelps, Donna Reese, Beena Sukumaran

Absent: Jenna Carpenter, Sandra Eksioglu, Susan Metz

1. Approval of minutes from the February teleconference
  - a. Approved with no additional corrections.
2. Treasurer's Report – Adrienne
  - a. The only expense is for the teleconference.
  - b. WIED membership appears to be higher than last year.
3. Webmasters' Report – Mary & Sandra
  - a. Web traffic is similar to last month, if not slightly higher.
  - b. New data including the % of new visitors was added to the report.
  - c. Mary suggested updating the bylaws to reflect more accurate responsibilities of the Webmaster and Assistant Webmaster. She will draft a document for the Executive Committee.
  - d. **ALL – PLEASE REVIEW THE BYLAWS FOR ANY OTHER CHANGES NEEDED.**
4. Annual Conference 2012
  - a. Paper/session status (Kristen)
    - i. Twenty-nine (29) total papers and three (3) panels were submitted.
    - ii. Three (3) Best Paper nominees were submitted from WIED.
    - iii. All papers have been assigned to sessions, though names have not yet been assigned to those sessions. Two expected sessions were canceled.
  - b. Reception (Beth)
    - i. Beth has reached out to MIND and K-12 divisions to start the planning.
    - ii. April 6<sup>th</sup> is the goal for food decisions, though the deadline was officially moved to April 13<sup>th</sup>.
  - c. Pin update (Donna)
    - i. The pin designers are looking at an outline of Texas for the pins. We have not yet received a draft of the pin design.
  - d. Reception/Division Mixer plans
    - i. The annual picnic (Sunday 4-5:30PM) has been replaced by a mixer, and WIED will participate. Representatives to staff a WIED table will be identified for this event.
    - ii. It is fairly open as far as what WIED can do to increase membership or promote itself. A drawing is planned.
  - e. By next teleconference, **Donna** will have an agenda for the WIED Business Meeting.

5. Awards Schedule – Susan Metz
  - a. AEG Award winners
    - i. Announcements were sent out via email.
  - b. Best Paper status
6. Officer Call for Nominations – Susan Lantz/Mary Phelps
  - a. Ballot is on the WIED website, and voting can now commence.
  - b. An email will be sent to the WIED membership to announce the voting.
7. Membership stats & ideas – Donna/Adrienne
  - a. Membership is slightly higher this year versus last year.
  - b. Donna & Adrienne data mined to find 45 past members who are ASEE members but let their WIED membership lapse. These people will be emailed with information on the value of WIED, and invited to a survey about why they lapsed. Donna will draft a message and survey and circulate it to the Executive Committee.
  - c. Approximately 140 others left ASEE altogether, which would require a different tactic if we were to reach out to them.
8. Days/times for future meetings (all at 3PM EDT)
  - a. April 18
  - b. May 16

Meeting was adjourned at 3:48PM Eastern time.