

WIED Teleconference Agenda,

Sept. 5th, 2018

12:00 pm EST

Join from PC, Mac, Linux, iOS or Android: <https://csulb.zoom.us/j/464981232>

Present: Janet Callahan, Bethany Brinkman, Lily Gossage, Kristi Shryock, Sandra Eksioglu, Brian Kirkmeyer, Panadda Marayong, Jenahvive Morgan, Beena Sukumaran , Pitiporn Asvapathanagul

Absent: Claire McCullough, Jodi Prosis

Minutes to be taken by Pitiporn Asvapathanagul

- Meeting called to order by Dr. Eksioglu at 9:04am
- Approval of minutes from August 2018 teleconference. The minute is in Dropbox.
Minute moved and approved

1) Annual Conference 2019 – Janet

- a. Call for Abstracts: Both Janet and Sandra should be able to send Call for Abstracts to all members on the list. Sandra will verify about Janet's access to all member emails. Janet will take charge after Sandra transferring the authorization to Janet. Janet will then only use her email account, which can me email Call for Abstracts to all members.
- b. Panel ideas: Most of the time board members providing ideas for the panel and serving on the panel, but sometimes, ideas are from our members list as well. We will wait for the membership's responses. We need to reach out if we are short on the panel.

Brian: Men advocates and women allies arranged every a couple of years. The panel can be people researching in this area such as Roger Green. We may check up with our membership and look back what we did last year. We could ask the last year panel to participate this year as well. (i) If Brian is interested to organize the panel about advocate for women and engineering, it will be good. Janet suggests to move away from gender specificity such as a mixture of men and women/diverse groups of people. A helper? Beena might be able to help? (ii) Janet will ask members for more ideas for the panel and (iii) listening and negotiation by Janet again (3 times). Brian will cosponsor with Janet.

Best paper awardees in the panel or the awardee for travel might have some interests. WIED should have some topics provided to them. Anther possible topic maybe inconclusiveness for engineering professions, not just genders based (Nim, Cal State Long Beach).

Brian' panel may be under advocate for diversity and engineering. However, we need to balance many parts in "Diversity."

- c. Distinguished lectures
 - i. *Laura J. Bottomley*. – Have other divisions sponsored Laura?
Janet not yet sent the email.
- d. Identifying reviewers.-
Sending email to members and asking for their participation. Everybody on the Call today participating as reviewers.

2) MIND/PCEE/WIED Reception for the Annual Conference - Kristi (WIED representative).

Sandra moving along. Kristi is working with Sandra. Sandra providing the previous year information to Kristi. Kristi has their contact information and will follow up with them.

3) Diversity Conference – Beena.

WIED had a call yesterday with Diversity section. Sandra's email is about request for reviewers, containing a survey for the area of interest that you would like to review for. Diversity try to get **Cross Steel** as their speaker-they are working with the sponsorship. Native American is also another possible speaker.

Diversity group applies for an NSF proposal for obtaining financial supports for the survey that will done at the conference as a part of that proposal.

Diversity is planning to have their opening ceremony at a museum. Working with Boeing to fund the event.

4) Treasurer's Report – Brian

EEGE awards might not be paid. The money can be used for this year conference or other types of opportunities. The revenue depended on how many people coming to the conference. Last year, planning for 200, but 300 came. This year plans for 500 people.

Ideas accepted by WIED committees listed below (next two paragraphs)

Janet proposes to increase the amount of Mara Washburn awards **to 2 from 1** award in each category and increase value from **\$2,000 to \$2,500**. Most of this money for ASEE annual conference, which promote the networking with ASEE.

Lily proposes to offer travel funding for Master students. It can be only partially support to these students. We will post a statement on our WIED website, **"If you are a student and need a support for travel, please contact XXXXX."** This will be not a commitment for us in the future. Lily will be the contact person. Nim will work with Lily on the awardee selection.

Other ideas:

- Lily proposes all volunteers should get name badges (\$10 each for the magnetic one).
- On-site Childcare expenses during the conference in the past?
- Increase budget in hospitality (e.g. food offering and diversity booth)?
- Lunch during our business meeting but we still need sponsors for this?

- Best Diversity paper award should get money too? Maybe only nice plaque.
- Jenahvive-fun stuffs to put on the badge. Mathematics offer different buttons every year.

Guidelines to select student's travel award proposed here: Presenting, topic is related, if receiving travel money from their college/campus.

- 5) Webmasters' Report – Claire (webmaster) and Bethany (assistant)
 - a. Status of website updates: Bethany not yet getting an access to the website. New photos of existing members can be updated. Please, send to Bethany.
 - b. Status of job openings

6) Awards Committee - Lily

7) Nominating Committee – Jenahvive

Document sent info earlier. Please, give some feedback to Jenahvive

8) Delegate to Diversity Committee – Rachelle (not invited)

9) Other business items?

- a. Renaming of WIED to be a more inclusive name - Janet
 "Change Women in engineering to genders in engineering, to cover non-binary genders, trans, and male" - ASEE LGBTQ Member/Student Roundtable
 Janet will send all of us an email about changing language of ABOUT statement to make our WIED more inclusive.
- b. Update bylaw and website to incorporate diversity language – suggested during PIC IV meeting at the annual conference. We might use the bylaw statement for our ABOUT.

ARTICLE II - Purpose

The Women in Engineering Division is also committed to promoting the inclusion and education of diverse individuals and embracing diverse ideas in the professions of engineering and engineering technology. The Women in Engineering Division recognizes that diversity is strength in creativity, broadness of new ideas, and embracing new perspectives to arrive at the most truly innovative, resource-smart solutions possible.