

WIED Teleconference Agenda,

Aug. 11, 2017

2:30 pm EST

WIED Board Meeting

Friday, August 11, 2017

Should have received an invite through Webex.

2:30 pm | Eastern Daylight Time (New York, GMT-04:00) | 1 hr

Meeting link:

<https://rowan.webex.com/rowan/j.php?MTID=m3fdf2281a96e8fce84b42e1b3e22413e>

Meeting number: 649 683 855

Meeting password: Bhajan#12

Minutes to be taken by Malini Natarajathinam

Present: Beena S., Malini N., Jenahvive, M., Brian K., Janet C., Rachelle R.

Absent: Sandra E., Beth H., Barbara B., Claire M., Jodi P., Lily G.,

1) Introductions and Welcome to New Board Member

Jenahvive Morgan – Michigan State, new to WIED,

2) Access to DropBox

Jenahvivhe has access to dropbox.

3) Approval of minutes from June teleconference. Minutes are on Dropbox. (Minutes from Business Meeting to be approved in June 2018)

Minutes not approved. No quorum.

4) ASEE conference schedule

Any feedback on new schedule – changes shown below.

- One-hour time slot has been added on Tuesday from 4:45-5:45 p.m. for business meetings only.
- Technical sessions started Sunday and continued into Wednesday.
- Workshops had been moved to Wednesday afternoon.
- Eliminated sessions that conflict with the Keynotes and Distinguished Lectures.

Janet said the Wednesday session had only 4 people. High visibility speakers can be scheduled for other days as the attendance might be embarrassing.

Beena: Business meeting on Tuesday was well attended. Full room

5) Annual Conference 2018 – Sandra

- a. Call for Abstracts
- b. Paper format
- c. Panel Ideas
- d. Distinguished lectures – send it to Sandra

Beena: Sandra will send out the call for abstracts this week or next. She will check with Sandra.

- 6) Diversity Conference update – Beena, Beth

Beena: Contract is still not finalized. Dates for deadlines are being finalized.

- 7) Treasurer's Report – Brian
 - a. Sponsorships for events
 - b. Sponsorships for conference awards
 - c. Ideas for fund raising

Brian: ASEE sent us summary of current balance as of 6/31. About \$14,700+. ~\$800 less than the amount that we have on our spreadsheet. He will explore and identify what is going on.

- 8) Webmasters' Report – Barbara and Claire
 - a. New website
 - b. Updates to the website including present officers
 - c. Submission of job openings
 - d. Newsletter

Barabara and Claire are not on the call. No updates for now

- 9) Awards Committee - Lily (previously Debbi)
No updates

- 10) Nominating Committee – Jenahvive (previously Brian)
No updates

- 11) Delegate to Diversity Committee

Brian is WIED rep, Janet is also on the committee from a different division. Malini will be the core WIED member on the diversity committee