

WIED Teleconference Minutes

March 9, 2018

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

Dial In: 208-426-7347 PIN: 248924

Present: Sukumaran, Beena; Malini Natarajathinam, Jenahvive Morgan, Brian Kirkmeyer, Lily Gossage, Beth Holloway, Rachelle Reisberg, Janet Callahan

Absent: Barbara Bernal, Claire McCullough, Sandra Eksioglu, Jodi Prosis, Debra Friedrichsen

Minutes taken by Malini

1) Approval of minutes from February teleconference. Minutes are in Dropbox.
Minutes approved

- 2) Annual Conference 2018 – Sandra
 - a. Session assignments
 - b. Papers (49) and Panels
 - c. Business Meeting and Joint Reception
 - d. Joint sessions with other divisions

Email from Sandra [Fri 3/9/2018 1:34 PM]

There are no updates about the conference. Today is the deadline to make draft decisions, which I have completed. Of the 58 papers, 4 have been rejected, the rest are either in draft or final stage.

3) Diversity Conference update – Beena
Keynote speaker is being decided. WEPAN awards nomination through WIED

4) Treasurer's Report – Brian
No new updates. Divisions have been encouraged to use BASS account balances.

- 5) Webmasters' Report – Barbara and Claire
 - a. Updates on website
 - b. Google analytics
 - c. Election site

Will need to carry out elections soon. If Barbara and Claire do not have a solution, we will ask Debby if we can help with conducting

6) Awards Committee - Lily

- a. Nominations
- b. Review process

8 packages for the Washburn awards. Lily will send it to the review committee.

7) Nominating Committee – Jenahvive

- a. Nominations
- b. Additional recruitment and results

One nomination so far for secretary. Need more nominations for Webmaster, program chair and Director-at large

8) Diversity Committee – Debbi

Debbie is not in attendance.

We will use the ASEE diversity paper rubric to finalize nominations for PIC IV Diversity paper award.

9) Other topics of discussion

Some divisions have a rule for attendance for board members; we might consider using something similar to that for our division.

We can organize a meeting just for the leadership at the conference. Or a session such as “leadership callout” to explain what the roles of different positions are.