

WIED Teleconference Agenda,

October 13, 2017

**Attended by: Rachelle Reisberg, Brian Kirkmeyer, Janet Callahan, Jodi Prorise,
Jenahvive Morgan, Lily Gossage, Sandra Eksioglu, Beena Sukumaran**

Minutes to be taken by Beena Sukumaran

- 1) Approval of minutes from September teleconference.
The minutes were approved by a unanimous vote.
- 2) ASEE Board reorganization – Beth
The material on the website did not offer much clarity on the reorganization structure. Beena will reach out to Teri Reed to see if a clearer presentation or more details can be placed on the website.
- 3) Annual Conference 2018
 - a. **19 abstracts** have been submitted
 - b. There are **3 panels** that have been submitted.
 - c. WIED will co-sponsor a **Distinguished lecture by Dr. Albert Manero, Limbitless Solutions, University of Central Florida**

Some concerns were voiced about the attendance at the 2017 Distinguished due to last minute change of rooms and scheduling.

- 4) PIC IV Special Project Funding
The group decided that we would apply for the \$500 funding to use towards defraying the costs of registration for webinars for new members. There are several \$25 webinars that are being offered for new faculty. It is the hope that this will encourage new members to join WIED.
- 5) Diversity Conference update
We discussed the MOU and the contract for the Diversity conference, CoNECD including the extension for submission of abstracts. There was also a discussion of volunteers from WIED. There was a question about fund raising and if the money raised will be subjected to the ASEE surcharge. Beena will check on it.
- 6) Treasurer's Report
There was no Treasurers report because Brian has not received any updates from ASEE.
- 7) Webmasters' Report – Barbara and Claire
The website needs some updates, especially of new officers. We also need web usage statistics.

8) Awards Committee

Lily asked for volunteers to review Awards. Rachelle, Sandra, Jenahvive, Jodi and Beena volunteered.

Lily will send some revisions to be added to the website and to be sent to the WIED membership.

9) Nominating Committee

Jenahvive received some tips from Sandra on how to reach out to interested officers and encourage more people to run. It was also emphasized that interested parties should be informed about the time commitment required especially for the Program Chair and Webmaster.

10) Diversity Committee

The Diversity committee has not met yet. Brian is still listed as a representative of MIND. Beena has reached out to Teri but has not heard back.

Meeting was adjourned at 3:20 pm.