

## WIED Teleconference Minutes,

Oct. 8<sup>th</sup>, 2018

3:00 pm EST

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

Minutes to be taken by Pitiporn Asvathanagul

Present: Janet Callahan, Lily Gossage, Sandra Eksioglu, Panadda Marayong, Jenahvive Morgan, Rachele Reisberg, Beena Sukumaran, Pitiporn Asvathanagul

Absent: Bethany Brinkman, Brian Kirkmeyer, Claire McCullough, Jodi Prosis, Kristi Shryock

- Approval of minutes from September 2018 teleconference. The minutes is in Dropbox. Minute moved (by Janet), seconded (by Nim) and approved (all members on this call) with changes in section 3 at 3:27pm (EST).

### 1) Annual Conference 2019 – Janet

#### a. Panel ideas

2 Panels, which one of them is **Caring for Elders**. We have now 2 panelists on this Caring for Elders panel, which 2 more panelists are needed. Janet is working and reaching out for 2 more panelists. Janet is submitting a regular abstract for this panel, which also includes panelist's names.

The second panel is about **International Perspectives on Engineering Education**. We have a complete 4 panelists for this panel and Janet submitted the abstract for this panel.

The last panel, Sandra manages it. The name of the panel is **not yet finalized**. It is focused on research; Sandra will be the moderator. Sandra will submit this abstract.

#### b. Distinguished lectures sponsored/co-sponsored by the division. *Laura J. Bottomley*

#### c. Identifying reviewers: We have only six abstracts submitted to our division so far. Janet has just sent out a reminding email (deadline is approaching in 7 days). Janet also reaches out for reviewers. We discussed all officers serving as reviewers

Beena suggests inviting the reviewers from last year. Sandra sent Janet that list.

### 2) MIND/PCEE/WIED Reception for the Annual Conference - Kristi – not present

### 3) Diversity Conference – Beena

- a. There is a total of 178 abstracts submitted, which doubles the number from last year.
  - b. Reviewers are needed to review these abstracts. Sandra did send an email requesting for reviewers.
- 4) Treasurer's Report – Brian- Not present and no updates.
- 5) Webmasters' Report – Claire and Bethany – Not present

Bethany has made the following updates to the website:

- a. Updated and organized meeting minutes page, including migration from old website for 2008-2012 minutes.
- b. Updated Mara Wasburn page with new submission date
- c. Updated home page with new 'about' statement
- d. Updated officers and contact page
- e. General cleanup of links and dead pages

Bethany has two more updates that she will follow to Sandra. Everything on our website has been updated fast.

- 6) Awards Committee - Lily
- a. Lily is drafting the announcement piece. It will be sent to the webmasters and also the call for awards.
  - b. Lily will email people at the awards ceremony about photos approval.
  - c. Lily will send out an email about reviewer for the award applications.
  - d. Nim volunteers for award applications reviewing.
- 7) Nominating Committee – Jenahvive
- a. Jenahvive has not received any notes back from the committee since September. Jenahvive will pass it out the call to Claire and Bethany to post. Sandra has already followed the email to Bethany and Claire for posting.
- 8) Delegate to Diversity Committee – Rachelle
- a. This committee has just started and there has been nothing to be reported. They have just set up sub-committees.
- 9) Other business items?
- a. Janet encourages us to submit abstracts because we now have only 3 panels, 6 abstracts and one keynote.
  - b. Final abstract submission deadline might be postponed, as it usually is.

Next division meeting: Friday, Nov. 9<sup>th</sup>, 11am-12pm Eastern Time.