

ASEE WIED Teleconference Meeting Notes

April 27, 2022

1:45 pm – 2:30pm Eastern Time

Meeting URL: <https://ufl.zoom.us/j/96763616343?pwd=UTBNQ0hjTVo3OUY0eTZPaZyYyOXhEUT09&from=addon>

Meeting ID: 967 6361 6343

Attendees: Brian Kirkmeyer, Rachelle Reisburg, Kristi Shyrock, Jenahvive Morgan, Idalis Villanueva, Jessica Perez, Janet Callahan, Bethany Brinkman (quorum)

Excused: Claire McCullough, Lily Wang

1) Approval of minutes– March 16, 2022 meeting minutes approved on April 27, 2022

2) ASEE WIED- Janet

- **Talking Points:**

- It has become difficult to communicate with division members because emails are automatically going to spam (women_div@asee.org), if a member has a gmail account. This has been going on since March 2022. She is using the Hub instead for emailed communication from ASEE WIED. Normally, the week before the conference ASEE WIED sends the daily lineup for ASEE WIED members but with this issue of sending email and this communication going to spam is problematic. Currently, ASEE WIED is unsure if they can use Monolith or other emailing systems not connected to Slayte.
- Janet will circulate the PowerPoint presentation from the business meeting so that WIED members can update the slides

- **Action to Take:**

- Janet sent an email to notify ASEE about the issue and will copy Kristi. Kristi proposed creating an emailed list serve from the division members list from Slayte.
- Janet will circulate the PowerPoint presentation from the business meeting so that WIED members can update the slides

3) Awards- Jessica

- **Talking Points:**

- They have not selected awardees; only 3 Mara Wasburn applicants (5x-fold less than the norm) and Lily and Idalis will help with judging since only one person will be selected
- For the graduate student panel, Lily Wang said she has 4 members and thinks that is low; Janet recommends that we lock in those 4 because they need to be registered; Idalis and Lily should do a

'mock panel' before the actual panel along with a set of questions already established along with a time limit per participant to answer

- **Action to Take:**
 - Make decision about the awardee
 - Consider providing two additional travel awards to panelists and extend deadline for panelists until the end of the month.

4) **ASEE Conference-** Kristi/Brian

- **Talking Points:**
 - Kristi will try to highlight the elections in the newsletter tomorrow; voting open until May 1, 2022
 - Our business meeting will be at 3:30pm to 5:00pm CST on Tuesday April 28
 - Authors can't see their submissions and session schedules in Slayte and Kristi can't assign papers and schedules yet
 - We are doing a co-session with MIND and PCEE; We have mixer social event with three divisions (Monday or Tuesday)
 - Early bird registration is until May 17
- **Action to Take:**
 - Send newsletter and coordinate ASEE WIED business meetings and activities

5) **Treasurer's Report-** Lily Gossage

- **Talking Points:**
 - There is a lot of money that needs to be discussed and should be a talking point for the business meeting
- **Action to Take:** N/A

6) **Webmasters' Report –** Bethany/Krystal

- N/A

7) **Elections-** Jenahvive

- **Talking Points:**
 - There are currently 11 votes to the elections. Since the elections are noncompetitive we should be fine. Thanks Bethany and Kristi for your help :)
- **Action to Take:** N/A

8) **Diversity, Inclusion, and Equity –** Claire/Rachelle

- Nothing to report

9) **Other**

- Nothing to report