

WIED Teleconference Minutes, February 22, at 1 p.m. CST

Minutes taken by KP Constant

1. Approval of minutes from the January's teleconference - KPC will send out final version – with corrections so that version can be posted.
2. Treasurer's Report – Adrienne - The budget was discussed. There are few changes this time of year because our major expenditures (AEG award, Best Paper, and conference expenses) won't be changed until June. Membership is up this month (compared to last year). We are at 281 members (it was 244 last year). If there is an alternative format you'd like to see – please let Adrienne know.
3. Letter(s) on Membership initiative – Kristen selected 9 divisions (from the 50+) to target. Dwight W. had suggested the 'a few' be chosen with the suggestion that we choose those that would have the largest fraction of women. The following were suggested:

Biomedical
Bio and Ag
Chemical
First Year
International
K-12 & Precollege
MIND
New Engineering Educators
Two Year College

It was suggested to drop MIND and K-12 if there was pushback for the number of divisions here. Also, it was suggested that we argue that this list represents only a fraction of the total membership. Adrienne has numbers of members for each division and will send them. Kristen will follow up with Dwight.

4. Webmasters' Report – Mary & Sandra – The number of visits are down compared to prior years, BUT the visitors are spending longer on the site and they are also visiting more pages. The minutes are being updated on line and are almost done. There is an issue with elections – if we want to get the ballots on the website we need some additional expertise on how to accomplish this. Adrienne's husband will help with screen captures that illustrate the step-by-step process. The system needs to be able to validate all voters (compared to a division list provided by D. Wardell).
5. Awards Status – Susan Metz
There are 14 applications – 9 student, 5 faculty. (Last year there were 29, but the year before only 16). There are plenty of reviewers (40!). Some will be needed to look at best paper, too. The best paper applicants can only be reviewed AFTER the final

papers are submitted. (These can only be done when the author has registered, etc.) The final paper deadline is the 29 of March, and the goal is to give the best paper nominees to reviewers in the first week in April.

6. By-laws update – By laws were approved and will be posted on the Web very soon.
7. Annual Conference 2013 – Beth
 - a. Panel update (information du on April 19)
 - i. Entrepreneurship (With MUCH effort, Adrienne has identified:
Babs Carryer
NewVenturist.com, Director, Faculty Development and Training, NCIIA
Adjunct Prof, Entrepreneurship, Carnegie Mellon University
Abby Thompson
Research Associate, Office of Entrepreneurship and Technology Transfer
Liz Kisenwether – Penn State
Cheryl B. Schrader, Ph.D.
Chancellor, Missouri University of Science and Technology
 - ii. Early Career – Negotiations, etc. – Panelists confirmed
Bev W., Teri Reed-Rhodes, Julie Martin
 - iii. Mentoring Mid Career Faculty – came through paper process – it is in good shape
 - iv. Spatial Visualization (Engineering Design/Graphics is lead)
 - b. Pin orders (Donna will handle these)
 - c. Paper status (any updates?) – There are 39 papers in draft. Seven have all reviews completed. Some reviewers have 2 left to do, some have just 1. They are due March 8.
 - d. WEPAN joint session (Beena) – We are still waiting for NSF. Plan B involves locating papers from our sessions that may be appropriate.
 - e. Reception planning (Beena) – Deadlines – Menu is finalized. They need numbers by 30 days before conference. They also need registration numbers.
8. Elections Susan Lantz

According to the by-laws (shown in italics), the election slate is to be available 90 days prior to the annual business meeting (which is on the 24th of June). (*The Nominating Committee shall present a slate with at least one name for each office to be filled and including the names of those who have been nominated by the membership, to the Executive Committee no later than ninety (90) days prior to the Annual Business Meeting of the Division*) Membership should be given 30 days to vote. Ballots will be made available to each member of the Division by April 1 preceding the Annual Business Meeting.

 - a. Call resent Feb 21 with a Feb 27 deadline. Currently, only 4 nominations have been made. We will resend one more time with a new deadline and we will modify the description of the Webmaster. That description should

mention that the Assistant webmaster should have experience with Dreamweaver or other application that allows document control.

- i. Director of Positions
 - ii. Director of Awards
 - iii. Treasurer
 - iv. Webmaster Asst. (Director at Large)
 - v. Director: At Large
- b. Do we need to do some pro-active recruiting? – YES! Please nominate yourself, your friends, your colleagues – or anyone else!

8. Next meeting: March 22, 1 p.m. CST
The call information will be just the same.
Conference call numbers:

Dial - (605) 475-4000
Enter Access Code - 291823#

Other business:

Bette apologizes for missing the call. She suggested that there is an option for recording the call for people who might want to review it later. Are people interested?