

ASEE WIED Teleconference Minutes

APRIL 9, 2026

11:00 AM – 12:00 PM Eastern Time

Meeting URL: <https://unab-cl.zoom.us/my/moni.quezada>

Meeting ID: 4514581486

Attendees: Brian Kirkmeyer, Yuchen Huang, Suzanne Zurn-Birkhimer, Gozde Ustuner, Jena Asgarpoor, Sarah Jayasekaran, Chiamaka Asinugo, Laura Gelles, Monica Quezada-Espinoza

Excused: Kristi Shryock, Rebecca Essig, Darcie Christense, Kavitha Chandra, Idalis Villanueva

1) ASEE WIED – Brian

- Previous minutes approved
- Received email from ASEE CEO requesting support to review nominations for the Sharon Keillor Award.
- Awaiting clarification on the number of reviewers needed (typically 3–5 members).
- Open call for additional volunteers to join the review committee.
- Five nominations to be reviewed.
- Selection expected by mid-May to allow awardee travel planning.

2) Treasurer's Report – Jena

- Questions raised about unclear costs from previous years (e.g., ~\$700 for table clips).
- Cost corresponded to combined items: tablecloths and swag (magnetic chip clips) (expense dates back to 2019).
- General discussion focused on understanding the structure and application of administrative fees, highlighting that fees appear to depend on the type of revenue (e.g., conference-generated vs. fundraising), though some rules and mechanisms (e.g., NEMO processes) remain unclear and may require further clarification.
- Suggestion to review past business meeting minutes for financial details: <https://sites.asee.org/wied/meeting-minutes/>

3) ASEE Conference – Idalis / Suzanne

- Reminder about upcoming ASWE mixer (Sunday, 3:30–5:00 PM).
- Need for volunteers to staff the table during the event.
- Tasks include answering questions and distributing swag.
- Email to be sent ahead of the conference to recruit volunteers.

4) Diversity, Inclusion, and Equity – Sarah / Kavitha

- No updates
- 5) **Awards – Yuchen**
- Six nominees: 2 graduate students and 4 faculty/lecturers.
 - One award will be selected for each category (graduate student and faculty).
 - Yuchen requested additional volunteers to join the selection committee.
 - Review materials will be shared by Yuchen with committee members.
 - Reviews expected to be completed within the next 2–3 weeks.
 - Current volunteers for the review committee: Chiamaka, Brian, Becca, and Yuchen.
- 6) **Elections – Rebecca**
- Voting for positions is now open.
 - An email announcement plus newsletter announcement went out at the beginning of the month.
 - **Question raised on whether nominees for open positions must be verified as active ASEE members.**
- 7) **Web manager’s Report – Darcie / Chiamaka**
- Request for swag design contributions.
 - Ongoing monitoring of the website.
- 8) **Interdivisional Town Hall – Gozde**
- No updates (the meeting will be held on April 10th)
- 9) **Other/Laura**
- CP12 group is seeking co-sponsors for their sessions.
 - No financial contribution required; only WIED presence and support in promoting sessions.
 - Link shared to review session topics:
https://docs.google.com/spreadsheets/d/1uWVO6IUfZXfjYOF0rGRujBBA_La_jgmWtxp4Evm1LJ7c/edit?gid=0#gid=0
 - Concern raised about potential overlap with WIED sessions leading to low attendance.
 - Noted risk of audience fragmentation due to multiple concurrent events.