

73rd EDGD Midyear Conference – Berkeley, CA
EDGD Executive Meeting Minutes
January 6th 2019

Attendees: Jennifer McInnis, Bob Chin, Ted Branoff, Lulu Sun, and Heidi Steinhauer

Online Attendees: Nick Bertozzi

Lulu called the meeting to order at 3:17 p.m.

Ted moved to accept executive committee meeting minutes from 2018 Annual Conference in Salt Lake City.

Bob seconded

Treasurer's Report (See submitted report from Petros Katsioloudis)

Report needs to be corrected

the date for the BASS account from 9/30/2017 to 9/30/2018

correct the spelling of from Berkley to Berkeley

Director of Programs' Report (See submitted report from Ted Branoff)

36 participants registered for Berkeley as of Friday Jan 4th

Petros Katsioloudis and Vukica Jovanovic will be hosting the 74th midyear conference at Norfolk in November 2019.

Looking for a site to host the 75th Midyear. Thomas Delahunty has mentioned hosting the midyear again – possibly the 75th.

Still need a program chair for the 2020 ASEE Annual Conference in Quebec, Canada. Bob Chin agreed to do this during our online executive committee meeting.

Lulu Sun volunteered to serve as a program chair for the 2021 ASEE Annual Conference in Long Beach, CA.

2019 Annual Conference in Tampa

24 abstracts submitted

Sunday: executive committee meeting is 1:15-2:45

Monday: 1 technical session and business meeting

Tuesday: 2 technical sessions, poster session, and awards banquet

Director of Publications' Report (See submitted report from Nancy Study)

Autumn, Volume 82, is to be published in Feb 2019

Journal is financially fine

Memberships (individual and institutional) are stable

Director of Communications' Report (See submitted report from Jennifer McInnis)

73rd midyear registration appears to have gone well but is requesting feedback from division

Some problems identified:

Paypal is problematic from some corporate cards

Is it possible to set up a Paypal for EDGD instead of a PayPal linked to Dan Kelly

Reimbursement will be challenging with payment to Dan Kelly instead of EDGD

Petros will work with Dan to see if there can be a way to establish an EDGD

Paypal account

Is it possible to have an immediate email link (auto reply) when you've registered?

Instead of Dan having to email link individually.

Steve Woodward EDGD website will now appear on search engines

Old website will now be automatically redirected to the new website.

Nominating Committee Report

Committee has been formed: Nick Bertozzi (Chair), Bob Chin, Ted Branoff, Lulu Sun, and Heidi Steinhauer

Three open positions:

Director of Membership

Director of Programs

Vice Chair

Currently, each position has one candidate but will solicit nominations during the business meeting on Jan 7th.

All nominations are due to Nick Bertozzi by C.O.B. January 11th.

Heidi recommended that the dates associated with the formation of the nominating committee be removed from the bylaws and instead be linked to the midyear conference.

Jennifer recommended using the listserv to help solicit candidates/nominations for the open positions.

Vice Chair Report (See submitted report from Heidi Steinhauer)

Chair Report (See submitted report from Lulu Sun)

Bylaws (See Bob Chin's submitted report)

The committee reviewed, discussed, and integrated comments from Norma Veurink, Lulu Sun, and Nick Bertozzi).

A detailed discussion about the nomenclature for past chairs, possible suggestions (immediate, intermediate, and outgoing chair)

Line 88, Item 6.14 - EDGD doesn't do this – it is recommended that it be removed from the bylaws. Bob is to reach out to the deep past chairs for clarification.

Line 122, Item 6.2.8 - EDGD doesn't do this – it is recommended that it be removed from the bylaws. It is recommended that we actually start doing this but to move it to a month before the first day of the midyear.

Heidi recommended that the nominating committee actually be formed during the annual conference in June.

It is recommended that 6.2.9 be removed and all references to an election committee – as the elections are now held online.

Line 215, delete surface mail

Line 218, delete if electronic

Jennifer asked who actually prepares the awards? As it is now – it is somewhat scattered across multiple people and it is very confusing.

Jennifer asked for the specific charge of the awards committee.

Bob will integrate into the bylaws the awards policies.

Line 296, Item 8.2.4 - Lulu requested clarification on how the 3 past chairs are selected to serve on the awards committee.

Bob will incorporate the recommended changes and send the revised bylaws out to the division by end of February/start of March.

Meeting adjourned 5:04 p.m.