

APPENDIX F

WEPAN ANNUAL BUSINESS MEETING MINUTES
JUNE 1, 1992
 Women in Engineering Conference
 Washington, D.C.

The meeting was called to order at approximately 3:15 p.m. by President Jane Daniels.

WEPAN ACCOMPLISHMENTS: Jane highlighted WEPAN's accomplishments since 1990 when the first Women in Engineering National Conference was held and the decision to form a national organization was made. In 1991 WEPAN, Incorporated was formed as a non-profit, tax exempt organization with a membership of about 200 people. In 1991 the second National Conference was held. In the current year of 1992, three Regional Centers were established: Purdue University, Stevens Institute of Technology and the University of Washington. The membership has increased to over 300, and we anticipate a membership of over 350 by the year's end. This year's third National Conference will be included as an accomplishment. Events yet to come are our two Regional Training Workshops that will include training for two representatives from 30 different engineering schools. Those who have submitted applications for the training workshops will be notified by July 1, 1992, if they have been accepted.

WEPAN FUNDING: Jane presented a summary of funding for WEPAN. In 1990-91 with a small planning grant of \$50,000 from the National Science Foundation (NSF) the first WEPAN Conference was made possible. The second year, 1991-92, NSF increased the funding to \$125,000 to establish the organization, and do research on women in engineering programs. (WEPAN also received \$30,000 in corporate donations for that year). The current year, 1992-93, NSF funding was \$360,000 to establish three regional centers.

Corporate donations to date are around \$30,000 and membership fees are \$24,000 this year. WEPAN received a grant from AT&T for next year in the amount of \$160,000. A \$260,000 proposal is currently being considered by NSF. Corporate donations of \$40,000-50,000 and membership fees of \$30,000-40,000 are expected by the end of the 1993-94 fiscal year. Jane felt that we could feel secure that WEPAN can continue as a viable organization at least for the next two years.

SPEAKER: Margrete S. Klein, currently Section Head for Women's Programs at NSF, presented some information on the status of women in science and engineering as well as the NSF programs. At the conclusion, Jane presented a small gift as a token of appreciation to the speaker.

Following Dr. Klein's remarks, Jane continued with the business portion of the meeting.

TREASURER'S REPORT: Betty Vetter reported that funds in the treasury amounted to approximately \$55,600. Conference costs have yet to be paid.

MEMBERSHIP REPORT: Cathy Deno was recently hired as Executive Assistant for WEPAN Member Services located at Purdue University. Membership lists were distributed and Cathy noted that they had been printed on May 19th and that many additions would need to be made following the conference. She reported that the total membership of 355 could be divided as follows: 3 Endowing (11 members); 13 Corporate (25 members); 47 Institutional (118 members); 164 Individuals; 9

Students; and approximately 28 individuals who had not yet paid. Included in the tallies were six corporations and seven institutions who had not yet renewed their memberships for 1992. Invoices will be sent following the conference to those needing to renew. Cathy offered her assistance to the members and gave the location of the WEPAN Member Services Office at Purdue University, CIVL Bldg., Room G293, West Lafayette, IN 47907. She indicated that she works full-time in the office and can be reached by phone at 317/494-5387 or fax: 317/496-1349.

Jane also introduced Dr. Emily Wadsworth who works at Purdue with the research for the NSF grant. Booklets were distributed giving the 1991 National Survey Frequencies and the Introduction/Table of Contents from the Catalog of Resource Materials. Emy informed the members that the entire catalog is located in the resource room for review as well as a limited number of catalog computer disks. Forms are also available for ordering hard copies of individual sections of the catalog. Emy also reported that 190 out of 293 institutions took part in the 1991 National Survey (65% response rate) which was the highest rate since 1975. Emy noted that 33% of the existing women in engineering programs are wanting to continue and expand their activities in the future.

CONFERENCE PLANNING: Jane announced that committees on the Board have been formed to plan the 1993 and 1994 Conferences. The 1993 Conference dates and location will be: May 23-25, 1993 at the Washington Marriott Hotel in Washington D.C. The 1994 dates and location have not yet been set; however, the possibility of holding a joint conference with NAMEPA is being explored. Anyone interested in having more input into these conferences may approach Trish Bailey and she will pass along names to the conference committee.

DIVISIONS: Jane informed members of the Board's decision to include one member of each Division of WEPAN a speaking seat on the Board of Directors. The only group who approached the Board at this time was the Admissions Group. Marilee Jones represented the Admissions Division at this year's Board meeting. Other groups interested in forming Divisions of WEPAN need to prepare a letter proposal indicating the numbers of members interested. The Board will meet again in January 1993. Proposals should be submitted prior to that meeting to be considered.

ELECTION OF BOARD MEMBERS: The slate of officers prepared by the Board of Directors was distributed. Jane announced that nominations would be accepted from the floor. Jane informed the group of the current members whose terms do not expire until 1993: Jane Daniels (President), Susan Metz (Vice President), Suzanne Brainard (Secretary), Betty Vetter (Treasurer), Harold Shields (East), Marilyn Berman (East), and Mary Anderson (West). Those on the slate follow: MIDWEST REGION: Karan Watson from Texas A&M, and Judith McDonald from Ohio State University; WESTERN REGION: Irene Bjorklund with Hewlett Packard; and AT LARGE: Guido Schlesinger with AT&T Foundation, George Brewster with Corning Inc., Deborah Grubbe with DuPont Company, Gloria Hill from Carnegie Mellon University, and Howard Adams from GEM. Nominations from the floor were: WESTERN REGION: Miriam Maslanik from the University of Colorado-Boulder and AT LARGE: Michele Fish from Cornell University. Instructions were given for everyone to vote for two members from the Mid-West Region, one from the Western Region, and five At Large members. Ballots were collected and the 1992-93 Board members are:

OFFICERS

President: Jane Daniels, Purdue University (1993)
 Vice President: Susan Metz, Stevens Institution of Technology (1993)
 Secretary: Suzanne Brainard, University of Washington (1993)
 Treasurer: Betty Vetter, Commission on Professionals in Science & Engineering (1993)

WESTERN REGION

Mary Anderson, University of Maryland (1993)
 Irene Bjorklund, Hewlett Packard (1994)

MID-WEST REGION

Judith McDonald, Ohio State University (1994)
 Karan Watson, Texas A&M University (1994)

EASTERN REGION

Marilyn Berman, University of Maryland (1993)
 Harold Shields, Alcoa Company (1993)

AT LARGE

Howard Adams, GEM (1994)
 George Brewster, Corning Incorporated (1994)
 Deborah Grubbe, DuPont Company (1994)
 Gloria Hill, Carnegie Mellon University (1994)
 Guido Schlesinger, AT&T Foundation (1994)

WEPANEWS: Suzanne Brainard announced that the deadline for articles for the WEPANEWS had been extended and that the deadline for articles of 250 words was June 22, 1992. The newsletter will be large and will include a calendar of events. Plans are to publish the newsletter in July 1992.

CONFERENCE EVALUATION: Suzanne encouraged everyone to complete the conference evaluations which were included in the registration packets. The responses and results from these evaluations play a crucial part in gaining future funding for WEPAN, as well as improving the conference.

Suzanne also noted that, with a grant from NSF, a national evaluation of existing women in engineering programs is being conducted. Anyone who did not receive this evaluation earlier by mail and who feels that they are a viable women in engineering program or women in science and engineering program needed to contact Suzanne following the meeting.

BOOKLET ON PRE-COLLEGE LABS: Susan Metz announced that WEPAN is planning to publish a resource guide for women in engineering program administrators and instructors entitled, "What Do Engineers Do". It essentially includes demonstrations and hands-on labs. Plans are to publish a document this fall, including 100 contributing authors.

REGIONAL TRAINING MEETINGS: Time did not permit a discussion on the regional training seminars.

DRAWING FOR COMPUTER: Intel Corporation awarded one Intel386TM microcomputer to a college/university representative attending the 1992 WEPAN conference. Names of all registrants from colleges/universities were placed in a bag and drawn at the meeting. Suzanne Brainard drew the winner: Liz Godfrey from the University of Auckland in New Zealand. Jane congratulated Liz and asked that she get together with Margie Kintz from Intel concerning the details.

NEW BUSINESS: The following topics were discussed: 1) Invitations will go out soon for the January meeting of the National Research Council Workshop in Irvine, California. 2) Janice Vrabec from Alcoa discussed the possibility of WEPAN obtaining input from high school counselors, teachers, or superintendents and including them in the national conference. Jane suggested they submit proposals to NSF or other organizations to obtain possible funding. 3) Jane reminded those who were making presentations at the conference to submit their papers for the proceedings. An updated list of conference participants will be included in the back of the proceedings.

The meeting was adjourned at 4:15 p.m. A reception followed in the Federal Room from 4:30-5:30 p.m.

6/1/92
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