**Region F Business Meeting**

**November 8, 2012 Houston**

**Professional 1-2pm, Joint Session 2-3pm, Collegiate 3-4pm**

**Welcome** by Andrea Karalus Region F Governor, andrea.karalus@pw.utc.com W: 860-565-6051

**Professional Session**

1. Roll Call/Introductions, Attendance Sheet 10 minutes
* Name
* Section or MAL
* Company or School
* Career Position or Major
1. Report dates from Section Representatives and new report Template. Next report due February 15 from Section Representatives
2. Review of Professional Sections – Andrea Karalus 10 minutes
3. Nominating Committee Representative – Bernice Brody 10-15 minutes
4. Section Awards – Ellen McIsaac, Treasurer 10-15 minutes
5. Review of Region Goals for FY12 (see end of Agenda) 15 minutes

**Joint Session** (Need to take a photo of F of all the attendees)

1. Proposed Society Bylaws Amendments – Jenny Lynch, Pritee Tremblkar 15 minutes
* 1301 – Robert’s Rules 11th Edition
* 1302 – Date for Determining Representation
* 1303 – Remove Alternate Senators
* 1304 – Petition Candidates
* 1305 – Collegiate Director Election
* 1306 – Nominating Committee Chair
* 1307 – Membership Bundling
1. Website – Ebony Joseph, Region Lt. Governor 10 minutes
* President & Treasurer Conference Funding Assistance
* Status of Region F Financial Review – Special Region Funding to Sections - Does your section need funding for a special event? We have Region funds available to help!
1. Membership Committee Report Presenter: Emily Anderson 10-15 minutes
2. International Members Committee Report 10 minutes
3. Multi Cultural Committee Announcement 10 minutes
4. Review of Collegiate Sections – Allison Fidler 10 minutes

Roster, Financial, Bylaws & Membership,

New Collegiate Interest Groups (CIGs)

Section revitalization status

**Collegiate Session**

1. Region F's Regional Conference is April 6, 2013 at the University of Connecticut (UCONN) in Storrs, CT – Region F Business Meeting, Sunday, April 7, 9-1pm; UCONN has just started their planning meetings.

30 minutes

UCONN Collegiate Section Conference Chairs:

* Collegiate Section Conference Chair: Kelsey Boch Kelsey.boch@uconn.edu
* Professional Conference Co-Chair: Sarah Koenig sarah.koenig@gmail.com

Conference Committees:

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| * Alyssa Smith
 | alyssa.j.smith@uconn.edu | Hotel/Transportation |
| * Taylor Simmons
 | Taylor.Simmons@uconn.edu | Logistics |
| * Amanda Card
 | Amanda.Card@uconn.edu | Logistics |
| * Bre Muratori
 | Breanne.Muratori@uconn.edu | Sponsorship/Career Fair |
| * Christine Nykyforchyn
 | Christine.Nykyforchyn@uconn.edu | Sponsorship/Career Fair |
| * Ana Groff
 | Ana.groff@uconn.edu | Miscellaneous/Gifts |
| * Ashley Calder
 | Ashely.Calder@uconn.edu | Publicity/Website |
| * Danielle Napoli
 | Danielle.napoli@uconn.edu | Speaker/Workshop |
| * Andrea Mandragouras
 | Andrea.Mandragouras@uconn.edu | Speaker/Workshop |

Teleconference Sundays 7pm (866) 657-9737 AC 5726974

Tracks & Topics – Speaker recommendations? Topics?

Selection of SWE Leadership Training preferred topics for collegiates

How to maximize attendance by collegiates at Region F Conference

Suggest extending an invitation to SWE members in Montreal

1. Leadership Coaching Module Selections
2. Other opportunities for Region-wide participation. Our SWE-FL (SWE Future Leader) Ashley Vassell vassea@rpi.edu from RPI is planning a half day Collegiate Leadership Forum in March which will be open to all collegiate members in Region F.
3. SME Bowl Contestants Signups
4. Celebrate SWE on Saturday evening at conference. Wear a black dress to the event on Saturday night. We’ll have tables reserved for F and fall foliage to wear. Cheer for the Region F photos. More Photo-opportunities: Meet at 5pm on Wednesday evening in the Registration area or on Thursday morning at 10am near the SWE Boutique to get the scavenger hunt photo list. Text Andrea at 860-214-3309 if you need information or have photos to share. Presentation has to be completed by 3pm on Friday.
5. Announcements

Region F Scholarship – Andrea Karalus

SWE Program Development Grant

SWE Yearbook articles – High quality photos with captions identifying individuals. Due by 2/15

**Awards Packets -** Packets released December 31st. March 31st.

**Networking – Collegiate Sections and the Professional Section nearest to them:**

* [F050 Boston (SWE Boston)](http://people.bu.edu/swe)
* [F052 Brown (SWE NESS)](http://swe.brown.googlepages.com)
* [F053 Clarkson (SWE MAL – NYSCD or North Country closest)](http://www.clarkson.edu/~swe/)
* [F054 University of Connecticut (SWE Hartford)](http://www.engr.uconn.edu/swe)
* [F055 University of Hartford (SWE Hartford)](http://uhaweb.hartford.edu/SWE)
* [F056 UMass at Lowell (SWE Boston)](http://swe.caeds.eng.uml.edu/)
* [F057 University of Maine (SWE Maine)](http://www.engineering.umaine.edu/Women)
* [F058 University of Massachusetts at Amherst (SWE Hartford)](http://www.ecs.umass.edu/swe/)
* [F059 MIT (SWE Boston)](http://mit.edu/swe/www)
* [F060 University of New Hampshire (SWE SNH)](http://www.unh.edu/swe)
* F061 SUNY Institute of Technology Utica/Rome (SWE MAL)
* [F062 Northeastern (SWE Boston)](http://www.coe.neu.edu/Groups/swe)
* [F063 Rensselaer Polytechnic Institute (SWE NYSCD)](http://swe.union.rpi.edu)
* [F064 University of Rhode Island (SWE NESS)](http://www.egr.uri.edu/~swe-uri)
* F065 UMass at Dartmouth (SWE Boston)
* F066 Trinity College (SWE Hartford)
* [F067 Tufts (SWE Boston)](http://ase.tufts.edu/swe/)
* [F068 Union College (SWE NYSCD)](http://antipasto.union.edu/~whithams/swe)
* F069 US Coast Guard Academy (SWE NESS)
* [F070 University of Vermont (SWE North Country)](http://www.emba.uvm.edu/~swe/)
* [F071 Wentworth Institute of Technology (SWE Boston)](http://public.wit.edu/~SWE)
* F072 Western New England College (SWE Hartford)
* [F073 Worcester Polytechnic Institute (SWE Boston)](http://users.wpi.edu/~swe)
* [F074 Smith College (SWE Hartford)](http://www.smith.edu/swe)
* [F075 Dartmouth (SWE North Country)](http://www.dartmouth.edu/~swe)
* [F078 Norwich (SWE North Country)](http://www2.norwich.edu/cstephens/swe)
* [F079 US Military Academy (SWE Mid-Hudson)](http://www.dean.usma.edu/se/SWE.html)
* [F080 Roger Williams University (SWE NESS)](http://sites.google.com/site/swef080rwu/)
* F081 Olin College (SWE Boston)
* [F082 Fairfield University (SWE Connecticut)](http://www.swe.org/RegionF/fairfield.shtml)

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Goal 1 - Growing the Profession - Outreach

Increase the number of women feeding the engineering/technology schools by starting a community college program and middle/high school pilot program. Regions would implement this goal by identifying potential opportunities within their Region and rolling out the program at selected locations once the pilot program is developed.

Goal 2 - Professional Excellence

Increase recognition of SWE members as influential and sought-after leaders as measured by the number of members participating in prestigious and influential positions, including committees and advisory boards inside and outside SWE.
Regions would implement this goal by recognizing SWE leaders within their Region through written communications to employers and schools.

Goal 4 - Inclusive Global Community
Restructure volunteer opportunities that are adapted to the diverse lifestyles and priorities of our members as measured by increased volunteer participation.
Regions would implement this goal by discussing and providing feedback on best practices for engaging volunteers.

5. Business as Usual - Leadership Pipeline
Continue Leadership Pipeline across all Regions and increase number in pipeline.

Increase numbers in pipeline to:
200 mentees (20 per Region)
150 mentors (15 per Region)

Update leadership pipeline tools.

6. Business as Usual - Bylaws
All Regions, MALs, and Section have up-to-date bylaws

7. Business as Usual - Region Operations
Develop a budget and a tactical plan for Region, approved by each Region Council.

8. Business as Usual - Region Collegiate Team
Maintain a Region Collegiate Team and conduct meetings throughout the year.

**9.** Business as Usual - Section Operations
Ensure that all sections in the Region develop some form of tactical plan.
Ensure that each section hosts a joint professional-collegiate activity in FY12.

10. Business as Usual - Incompliant Sections
Reduce the number of incompliant sections by 10%

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