

SWE Region F Council Meeting Minutes DATE: 09/24/2016

Scribe: Julia Dockum, SWE Region F Secretary

Roll Call

Voting Attendees:

RCR-Lauren McIssac (Tufts)
RCCE-Zaire Johnson (RPI)
NYSCD-Andie Maret
Boston – LaDonna Hawkins, Kim Wynne
Connecticut- Yazmin Moore
Hartford – Ashley Rivers, Teresa Munger
North Country – Pam Gillis
Southern New Hampshire – Bernice Brody
MAL – Brianna Sporbert

Non-Voting Attendees: Emily Frantz (NYSCD), Samantha Kulpinski (NYSCD), Amy Franklin (SWEFL), Stephanie Yum (Senate), Emily Anderson (Boston), Jennifer Lynch (North Country), Jessica Rannow (SWE President), Riya Thakkay (Boston), Anita Gajjala (Boston), Jennifer Kennedy (Boston), Laura Curioso (SNH), Jeff Brody (SNH), Jonna Gerken (Hartford), Sarah Koenig (Hartford), Gina Trivellini (Hartford), Iva Conte (Boston), Andrea Karalus (Hartford), Teresa Munger (Hartford), Ashley Rivers (Hartford), Cherie Cain (Senator), Nicole Woon (Boston), Katie Francis (UCONN – RCS), Erika Gorman (Boston), Chhavi Gupta (Boston – LCC), Leslie Griffiths (North Country – LCC)

Not Represented: NESS, Maine, Mid-Hudson

ACTION ITEMS

1	Log outreach events in the outreach metric tool by the end of the fiscal year	All Sections	FY17
2	Encourage at least 20 SWENexters to sign up.	All Sections	FY17
3	Host one Parent Educator Program (PEP) and report it in the outreach metric tool	All Sections	FY17

Meeting began at 11:30am.

1. Business Meeting:

2. Outreach Update – Anne Roberts

- a. FY17 goal: 3 outreach events reported in the outreach metric tool per section (Region total goal: 88 entries)
- b. FY17 goal: SWENext goal promote to 20 students (Region total goal: 395 SWENexters registered)
- c. Contact randy.freedman@swe.org to make contact with the SWENexters in your area.
- d. FY17 goal: Each section host a parent educator program
 - Resources for PEP:
 - Webinar on society website

- “Wow! That’s Engineering”
- Keep parents around at outreach events, describe STEM, and get them to do an activity
- Outreach Incubator Facebook Group

3. SWE Governance Update – Jonna Gerkin

- a. Reference Governance.swe.org for a timeline for future Society changes. Changes for the best interest of the Society. SWE has had a huge increase in membership in the past 10 years. The models and types of membership have different needs which require a variety of programs. In FY16, subgroups were created to analyze the Society. In FY17, a smaller taskforce was created to coordinate a plan and timeline. Region boundaries will be dissolved, but leaders will be making strides to continue geographic connections. Committees will strengthen. That is where future leaders will come from and members will go to for assistance. The Society does not plan to impact Section’s normal functions. Sections will be encouraged to focus more on their functions than reporting requirements. Collegiate members will be voting members of the society. These changes will evolve over the next 3-5 years. There will be several opportunities to talk with committee members during WE16. Leadership position selections will happen based more on the leadership competency models.

4. Senate Overview – Cherie Cain, Stephanie Yum, Katie Francis

- a. See slides for Bylaws amendments, pros and cons.
- b. Proposed Bylaws Amendments are to be discussed at WE16.
- c. WE16 opportunities to voice opinions and ask questions include:
 - i. Saturday 9am Membership Meeting,
 - ii. 10am Town Hall meeting,
 - iii. 11:30am Senate meeting
- d. Any Society members can propose bylaws amendments. There is a new bylaws proposal to reduce number of section reps from by membership to one per section. Can the number just be scaled for section reps to represent more members? There has not been a large issue with quorum for Region F in the last 5 years. This could affect the use and expectations for alternate representatives. Will this even be necessary if SWE is dissolving region boundaries anyways?

5. Leadership Coaching Committee Updates – Anne Roberts

- a. LCC provides resources to Professional and Collegiate sections. Region F had 6 sessions in FY16. Not many sections took advantage of LCC modules. There will be future consideration to assign coaches to sections. There is a new vitality assessment form for FY17. LCC will actively be participating at WElocal and Region conferences. Contact current coaches to apply to be a coach!

6. See slides for Budget information

- a. See slides for Budget overview. Losses from last year affect this year’s budget. Funding was reduced in some areas for FY17.

7. Region Goals

- a. Increase SWENext participants– share SWENext information at Outreach events
 - i. Flyers can be promoted at companies and SWE professional activities for members who are parents. The metrics for how many SWENexters are near each Professional section is in the slide deck.
 - ii. Region F Goal = 395 SWENexters registered, Section Goal = Share with at least 20 potential new SWENexters.
- b. Increase number of Outreach metric tool reports by 10%
 - i. Region Goal =88 reports. Section Goal = 3 reports in FY17
 - ii. Any SWE member who does outreach can log the event. This includes events your section is hosting.
- c. Each section to host 1 Parent Educator Program (PEP) and log it with the Outreach Metric Tool
 - i. Ideas include linking PEP with existing outreach events, partnering with other organizations (local YMCA, local PTA contacts, Big sis/Lil Sis, local research groups and companies), and incorporate an interactive activity to engage parents as well.
- d. Develop an approved Region Council plan on the disbursement of funds by the end of FY17
- e. Actively engage Region leadership coaches in 3 Region Council meetings

8. Committees

- a. Nominating Committees provide slate for Region roles and committee roles. See the Region website for role descriptions and contacts. Contact Jenny Lynch or Anne for inclusion in the leadership pipeline.
- b. New Program Funding applications are due Nov 15 and March 15. Check the Region F website and contact Ashley Rivers for information.

9. GradSWE

- a. Contact Genevieve Kane for Grad student mentoring opportunities
- b. Half of Grad students are in professional sections, therefore efforts should be made to engage them in your section!

10. Announcements

- a. WE16 early bird registration ends 9/25
- b. WE16 Region F meeting is Thursday 10/27 @ 12:45pm
- c. Region F Conference is at UCONN Feb 24-26,2017
 - i. Planning committee is looking to fill professional roles – logistics, programming with speakers, planning outreach.
- d. WElocal Pittsburg Feb 17-19, 2016
- e. If you are interested in hosting WElocal in your area, please complete the WElocal survey online.
- f. Membership Renewal period ends Sept 30th – remind not-yet-renewed members to renew.
- g. Sept 28th is the deadline for nominations for Society Officers
 - i. Submit a nomination and eligibility and consent form.

11. LCC – Leslie Griffiths lead a LCC Module on Tactical Management

The meeting was adjourned at 4:00PM.

