

SWE Region F Leadership Summit Meeting Minutes 10-11-14

Location: Wentworth Institute of Technology (WIT), Beatty Hall Room 426 (corner of Ward St. and Parker St.), Boston, MA

Scribe: Elizabeth Peterson, SWE Region F Secretary

Voting Attendees: Julia Dockum (RCR-Clarkson), Lori Amara (Boston), Andrea Ho (Boston), Merima Trako (Connecticut), Christine Stahlecker, (Hartford), Pam Gillis (North Country), Martinique Gilchrist (NESS), Karen Roth (MAL), Emily Franz (RPI)

Other Attendees: Jenny Lynch (North Country, Governor), Rachel Gitajn (North Country, Lt Gov), Cherie Cain (Hartford, Treasurer), Beth Peterson (NESS, Secretary), Laura Curioso (Southern NH, Webmaster), Kayla Alden (WIT), Carolyn Chlebek (RPI, RCS), Nancy Afonso (Boston, Prof Conf Chair), Ellen Mclsaac (Hartford, Senator), Ashley Vassell (RPI), Kirsten Wilde (WIT), Gloria Ma (WIT), Jonna Gerken (Hartford), Erika Gorman (Boston)

ACTION ITEMS

Item	Description	Responsible	Due Date
1	Create Region F policies document	Andrea Karulus	07/01/15
2	Create job aid for role & responsibility for succession plan. Provide to Region F officer for Dropbox upload.	Officers, Chairs, Leads	07/01/15
3	Send outreach assessment tool to membership.	Jenny Lynch	11/30/14
4	Draft Region F multi-year strategic plan that budget will support.	Officers	02/27/15
5	Awards Committee to investigate creating additional regional awards.	Ashley Martin	02/29/15

Meeting began at 9:00; continental breakfast and lunch provided for participants.

Diversity & Inclusion card deck were passed around during meeting for everyone to check out.

Introduction & Ice Breaker activity: Choose society/ region goal and relate a story:

- Inclusiveness: Ask who is *not* at the table?
- Disruptive Leadership Tedx: The “Barefoot College” is teaching solar engineering to high potential third world female villagers. This program is empowering women to not only become technical subject matter experts but also community leaders. Technical competence has naturally built to a leadership role. Program provides support network for these women.
- Air Force Academy research on why women make better leaders included generalizations that women are more collaborative, amenable, supportive of each other and team members in task performance and project completion as

well as knowing the benefits of relying on subject matter experts. Even just a few decades ago, women CEOs were not around, cited example of GM's CEO Mary Barra (EE).

- Why join SWE as a professional or student? Because we get something out of SWE that we cannot get anywhere else.
- Book suggestions:
 - See Jane Lead
 - Play Like a Man Win Like a Woman
 - How to Say It for Women
- There is an organization that goes into small poverty stricken villages – groups of 6 or 7 people form businesses and either farm or are given animals to produce milk. Women led groups have been more successful. Takes a little support and education.
- “The Girls of Atomic City” are our unsung heroines. These technical women pioneers were completely unrecognized during and after their essential Secret atomic research. Their families didn't even know what they did.
- Inspiring story: Ebola survivor is immune and now went back to camps and is helping patients.
- NPR has informative technical news available on Twitter & Instagram.
- Malala just won Nobel Peace Prize. She is the youngest Nobel Peace Prize recipient ever. There are women in these Middle Eastern countries who are promoting what needs to get done to protect women and children.
- SWE is looking to restructure by-laws to become even more of an international organization. SWE will be focusing on internationally empowering and educating girls and women in the upcoming years as part of their strategic plan.

Region Business and Financial update

- \$37K balance as of 10/6/14
- IRS Guidelines are reimbursements are made within 60 days of actual expense.
- Treasurer posed a budget philosophical challenge for members to consider at annual region conference. Why are we raising money at conference? Should we lower price to encourage more participation? Are we funding the right programs? Do we want to fund new ones and discontinue funding old ones? The answers should be framed in a 3-5-10 year strategic outlook for Region F rather than short term 1-year look ahead.

FY15 Goals and Strategic planning

There should be an emphasis on international students. They can bring SWE message back home. There are few int'l students in SWE. Many companies won't hire non-citizens. Every college has an int'l student club and resources.

Region F should have an operating reserve fund, specifically \$20K to put on a conference.

Society level Endowed Funds (EF) was discussed. Group not too interested in establishing EF for a single scholarship for a single person. Pursuing establishing an EF with the new Designated Fund Program for permanently funding conferences was interesting concept to be debated at annual regional conference. EF funds are invested at society level and offer annual stipend from fund. EF invested in conservative funds by professionals hired by society.

By end of FY, Region F should develop a multi-year strategic plan for 3, 5, or 10 year look ahead with vision, goals, strategies and tactics. This will provide region guidance for budget and spending from year to year.

We should have structure around conference assistance and a requirement to formally bring back to section. Require to expand impact.

Region F exists as a vehicle to bring local SWE members to conferences.

One area that could use attention is for small sections with few regular active volunteers: how can Region F help these sections grow? Small sections need extra support to grow – both professionals and collegiates.

Should conference be a net \$0?

Funding for elected officers to conferences is budgeted but is this impactful enough and was it what we want to continue spending our money? This was not presented judgmentally but philosophically.

Region conference price is a boundary for the collegiates and some professionals who do not have corporate financial support.

Note: some officer funding for conferences and meetings is funded at society level.

When we are considering strategic plan and budget we should be considering the Society and Region F goals for Professional Excellence, Globalization, Advocacy, and Business As Usual.

Recently, there have not been many applications for Region Section Awards. We should encourage more section participation.

Society has a few new awards.

Awards Committee Chair Ashley Martin will be informed about the interest of 2 new committee candidates: Ellen McIsaac and Pam Gillis. Awards Committee should investigate creating additional regional awards.

Region Nominating Committee

Society Nominating Committee member is needed since Michele Fitzpatrick's term is up and she cannot hold concurrent terms. Nominee needs society level experience.

Society Nominating Committee: no report

By-Laws Committee: no report

Senate update: Very thorough discussion on senator's roles and responsibilities, demystifying SWE organizationally.

WE14 final plans discussed.

Social media poll was made with present members about which forums they regularly used. Only 1 person used Flickr but 5 – 20+ people use Facebook, Twitter, Instagram, Pinterest, and WordPress. Facebook had the highest number of votes.

Region F upcoming annual conference scheduled at WIT for Feb 28 – March 1.

- Original theme has morphed with RPI's great one of sustainability. Conference theme: SWE are the Future.
- There should be an emphasis on getting corporate sponsor out sooner than later so that they can fit expense into end of year budget.
- Look into collegiate room sharing.
- Eventbrite will be used for registration. Most regions do not ask which workshops registrant will attend. This adds an extra level of complication for event registration administrators. The advantage is to get an idea about level of interest and size of room required.
- Kayla Alden (WIT) presented regional conference updates. Conference plans on track; membership pointed out changes in meeting as well as campus tour after adjournment.
- Wifi:
 - Select "Leopard Guest"
 - Open Browser
 - Fill in info
 - Will get texted password; fill in
- The only parking on campus where we won't be towed is Parker St. lot. It appears to be the East Parking lot on this map. 505-561 Parker Street, Boston, MA 02120.
- Carpooling and public transportation are highly recommended
- Wentworth is at the Museum of Fine Arts T Stop.
- Kayla Alden (WIT), Kirsten Wilde (WIT) & Nancy Afonso (Boston, Conf Prof Chair) led WIT tour with approx 10 professional members.

There was a **motion** to accept 9-15-14 Region F minutes as written with amendment to change all instances of acronym FE to EFI (Endowment Fund). The amended minutes were accepted unanimously.

Meeting **adjourned** at 12:10