



SWE-KC Executive Council Agenda

SWE-KC, FY19

November 14, 2018 at 6:00 – 7:00 pm

Panera

1128 W 103rd St, Kansas City, MO 64114

I. Call to Order – 6:00

II. Roll Call

SWE-KC Roll Call		
Position	Name	Attending
President	Ragan Gum	X
Vice President	Kaitlyn Mores	X
Treasurer	Katie Bushong	
Secretary	Jenny Lu	
Outreach Chair	Chelsea Pfaffly	X
Events Chair	Aswathi Pradeep	X
Membership Chair	Myette Simpson	
Awards Chair	Andrea Legreid	X
IGED Committee Co-Chair	Kristin Murray	

III. Review/approve minutes for October

IV. Old Business

- A. Name Badges
- B. SWE-KC History moved to swe-kc.org
 - a. **ACTION (all): Review for typos, formatting problems, etc.**
- C. By-Laws Update
 - a. Still in progress.
- D. Activity Log
 - a. Paint Nights
 - i. **ACTION: Aswathi to update**
 - b. Harvesters
 - i. **ACTION: Aswathi to update**
 - c. WE18
 - i. **ACTION: Ragan to update**
 - d. IGED Jr
 - i. **ACTION: Ragan to update**

V. Officer Reports

- A. President
 - a. Welcome! Social Media Assistant – Olivia Fletcher!
 - i. Olivia is not officially on the EC, but will support Jenny
 - ii. Olivia will not be at every event, but when she cannot attend she will ensure we have a point person to document what is happening.
 - b. WELocal Grant/Scholarship Plan
 - i. Registration is open for St. Louis and soon for Denver.
 - ii. Ragan & Katie will work to create a grant program to support SWE members with travel costs (similar to WE18 program).
 - c. WE KC Venue
 - i. Need a venue
 - 1. Hallmark declined.

- 2. Cerner has said neither yes nor no.
 - ii. Plan for 100-150 women in early August
 - d. Doodle for Spring meeting times
 - i. Ragan to send in January
 - e. Succession Planning
 - i. Ragan to reach out to EC individually in December to see if EC members would like to stay on the council.
 - ii. In February/March, we will start advertising for applications for the FY20 EC.
- B. Vice President
 - a. LCC Session
 - i. **ACTION: Kaitlyn to send survey to EC to rank LCC session preferences.**
 - ii. **ACTION: Kaitlyn to schedule LCC session.**
 - 1. Discussed holding virtually at a time other than the Mid-Year meeting to keep the meeting from getting too long.
 - b. January, Mid-Year Meeting
 - i. Will be at Union Station (room TBD) for meeting and at the escape room for bonding.
 - ii. No budget for food, but doesn't mean we can't still share a meal on our own dime
 - iii. **ACTION: Kaitlyn to send doodle to determine best weekend date & time.**
- C. Treasurer
 - a. Filed Taxes by November 15th Deadline
 - b. IGED Jr Registrations, Swag, reimbursements
 - i. Andrea has all registrations in except for one straggler
 - ii. Swag generated over \$400
 - iii. Continue to send in reimbursements, especially for IGED Jr.
- D. Secretary
 - a. Next E-Blast, Thursday November 15th
 - i. EC has no additions.
 - b. Mirroring IGED Site to transfer to swe-kc.org in the future

VI. Committee Reports

- A. Events
 - a. Nov – Boulevard Event, November 17
 - i. 12 people signed up
 - 1. We pay for 15 people at a minimum
 - ii. Final count is due Friday, 11/16 at 11:00
 - b. Dec – Cookie Exchange?
 - i. Johnson County Central Library is booked for December 11 from 6:00-8:00
 - 1. Holds 150 people
 - ii. Aswathi reached out to libraries farther north but has not heard back
 - 1. Need space for 15-20 adults + kids
 - iii. No restrictions on food or drink at libraries
 - c. Jan - ?
 - i. On the Basis of Gender (RBG movie) is released Dec 25. Plan to get together early January to watch.
 - 1. Aswathi will be in India, but doesn't think the movie will be in theaters long enough to wait for her.
 - d. Feb: Begin Think & Drinks
 - e. Feb 28: Kansas City Public Television (KCPT) Tech Conference
 - i. 1-hr session to educators
 - 1. Ragan would like to lead a Parent Educator Program (PEP) session.
 - 2. We can choose from about any time.

3. **ACTION: Ragan/Ashwathi to confirm with KCPT before Thanksgiving**

- B. Awards
 - a. Mailbox Key
 - i. Given to Ragan
 - b. WE Local awards will be released soon.
- C. Outreach
 - a. Expanding Your Horizons
 - i. We are registered.
 - ii. Will be included in E-Blast in early January.
 - b. Classroom/Student Engagements
 - i. No requests yet for classroom visits but expect some soon.
 - ii. We have had a few requests so far to find mentors / interactions with individual students. Jenny will send out a form in the next e-blast to identify members (and their disciplines) who may be interested in helping with student engagements.
 - iii. Future emails will be forwarded to Chelsea so that she can help coordinate.
 - c. IGED- SWENext form by December 5th
 - i. Chelsea to fill out so registration is sent to all SWENext students in the area
 - ii. **ACTION: Ragan to send SWENext form & Outreach Metric Tool to Chelsea**
- D. Membership
 - a. No report.

VII. Discussions

- A. Fellow's Reception
 - a. Speaker – Joy Wheeler, GSKSMO
 - i. Area Girl Scouts CEO; topics: state of girls in area, GS & STEM
 - b. Thursday April 4th Preferred, Wed April 3rd Alternate
 - c. Location: HNTB (downtown); reception in lobby area & speaker in adjacent conf. rm
 - d. Re-Naming
 - i. Discussed the following ideas:
 - 1. *“Speaker Topic”*: An evening with Joy Wheeler, Girl Scouts of KC CEO, hosted by the SWE-KC Fellows.
 - a. EC thought this would work for this event, but not the best for sustainable branding.
 - 2. SWE-Talks hosted by the SWE-KC Fellows
 - a. EC thought was most sustainable from a branding perspective.
 - 3. SWE-KC Award Reception with Special Guest Joy Wheeler, Girl Scouts of KC CEO, hosted by the SWE-KC Fellows
 - a. EC was concerned that we may not always get awards, and that this isn't really the focus of the event.
 - e. Branding:
 - i. Discussed that the following should be emphasized:
 - 1. Free food
 - 2. Speaker topic
 - 3. Encourage women to bring non-SWE people
 - ii. *“Connecting”* is weird – use *“social hour”* or *“networking”*
- B. Strategic Goals Discussions
 - a. Professional Development Events
 - i. Think & Drink
 - 1. Would like to build off of WE-KC each year with 3 smaller events each successive quarter
 - a. Would like to hold 2 in FY19

2. Each session will be 2 hours: ½ hour of an intro, 1 hour roundtable, and a ½ wrap-up
 - a. Topics at roundtables are to be diverse so every person can find one that appeals to them.
 - i. eg working moms & professionalism in your early career
 - b. Each roundtable is to have one speaker-lead and one moderator/facilitator.
 - i. Can pull women from SWE-KC network / IGED mentor list
 3. Budget to come from Professional Development
 - a. Light hors d'oeuvres
 - i. Cheese & crackers, hot chocolate, etc.
 - b. Katie looking into hosting at BHC Rhodes
 4. Name may need to be tweaked since SWE cannot provide alcoholic drinks
- b. College Student Engagement
- i. UMKC reached out to us about a mystery professional development event
 - ii. UMKC reached out separately from the mystery event about a resume workshop in February before their career fair
 1. Discussed adding an online component, such as Google hangouts, to match students with SWE-KC members who may not be able to attend UMKC (or would rather review a resume form home on their laptop).

VIII. Recognition

- Baby Bushong! – Our treasurer, Katie Bushong, gave birth to a healthy baby girl on October 30th. Her name is Kaylee Margaret.
- Thanks goes out to all the Mentors, Volunteers, and IGED Jr planning committee for an excellent event on November 9th.

IX. Announcements/Important Dates

- A. Boulevard November 17th
- B. New Year's Picture to be taken at next month's meeting!
- C. IGED – February 22nd @ Bartle Hall
- D. WE Local St. Louis: March 1st – 2nd [Registration is Now Open!]
- E. WE Local Denver: March 15th – 16th

X. Next Executive Council Meeting: Thursday, December 13th, 6pm @ Panera

A. WEAR SOMETHING FESTIVE

- B. Aswathi will not be able to attend
 - i. **ACTION: Ragan to capture Aswathi's festiveness at the Boulevard event to integrate into the group picture**

XI. Adjournment