



SWE-KC Executive Council Agenda

SWE-KC, FY17

February 15, 2017 at 5:30 – 6:30 pm

Panera

1128 W 103rd St, Kansas City, MO 64114

I. Call to Order – 5:30

II. Roll Call

SWE-KC Roll Call		
Position	Name	Attending
President	Adriana Porter	X
Vice President	Neelima Parasker	X
Treasurer	Amy Gum	X
Secretary	Katie Lin	X
Section Representative	Becca Brader	X
Events Committee Chair	Suzie Carpenter	
Membership Committee Chair	Marian McClellan	X
Outreach Committee Chair	Alyssa Zimmerman	
IGED Committee Chair	Kristin Murray	
Awards Chair	Sunita Lavin	
Newsletter Editor	Kim Bartak	
<i>Professional Development Event Chair</i>	<i>OPEN</i>	
<i>Fundraising Chair</i>	<i>OPEN</i>	
<i>Correspondence Secretary Chair</i>	<i>OPEN</i>	
<i>Webmaster</i>	<i>OPEN</i>	

III. Review/approve minutes for January

IV. Old Business

A. Event Recaps (via Activity Log)

i. Meet & Greet at Gordon Biersch – January 25th

1. Successful event and great attendance; several new faces too
2. **Action item:** Marian to send follow up email from the event

ii. Expanding Your Horizons – February 3rd

1. SWE hosted two 45-minute workshops. Three new faces attended event! Adriana followed up after the event and thanked each of them individually for volunteering.

iii. UMKC Resume Review – February 13th

1. Becca, Katie, and Manzar attended. UMKC attendance was low, but they found it very helpful. They hosted a round-robin of resume reviews.

B. Record 1 non-SWE outreach event on Outreach Metric

1. [Outreach Metric Tool](#)

C. LCC Topic: Membership

i. What were your top 2-3 takeaways from Membership Presentation?

1. Idea of giving more benefits to members; possibly have differential fees for some of the professional development events
2. Member appreciation event (having an event with just for members and give them nametags to recognize how long they've been a member)

3. Focus on membership in the newsletters (highlight a new member and a more seasoned member) or also Facebook Group
 - a. **Action Item:** Adriana to create a general questionnaire for members to fill out.
 - ii. Have you identified 2-3 personal contacts to commit to this semester?

V. Officer Reports

A. President

i. iCON17

1. **Action Item:** Adriana to send SWE-KC attendees a list of speakers from the section.

B. Vice President

i. Facebook Page Status

1. **Action item:** Neelima to check if there are any people who have liked the page that haven't joined the group

C. Treasurer

i. Account & Budget Balances – see [Treasurer's Report](#)

ii. IGED fundraising is about \$10k short. Suggestions were discussed at last IGED workday.

iii. Leadership Summit is in Oklahoma City, date TBD, and they are looking for people to help plan the event. If interested, contact Amy.

D. Secretary

i. E-Week Luncheon (exhibits open at 10:30; luncheon is at 11:30 and goes until 1)

1. **Action item:** Amy to register a table for the booth. Marian to attend to run the SWE-KC table

E. Section Rep

i. January RC Meeting

ii. Section report #2 was due Feb. 10. **Action item:** Becca will submit this week.

iii. Region meeting is at 1:00 on Saturday

VI. Committee Reports

A. Events

i. SWEetie Pi Reception: March 17th

1. Status: Sunita volunteered to help; PDG grant was approved

ii. March meet & greet

1. Adriana volunteered to plan this.

iii. Adriana pinged Black & Veatch for more information about the professional development event

B. Membership

i. 2017 Membership Plan/Goals

1. Run membership reports beginning of the month. Please send to Katie when they are run.

2. Recruiting: routinely send an email from the event sign-in sheets

3. Identify 5 companies that sponsor membership with employees

a. Look at SWE website for employer sponsored membership

b. Ask around amongst our current membership for whose company sponsors.

c. We know Honeywell is an employer sponsored membership partner; CDM Smith; Cerner pays for 1 professional membership, Burns & McDonnell, maybe John Deere?

d. Becca will look into her work, as well as Neelima; B&V does not sponsor any membership.

4. **Action item:** Marian to check how many new members we've had since June. Contact them to attend a March 28th (tentative) event for welcoming new members

C. Outreach

D. Awards

- i. DNE nominee: Jenna Harpole; John Deere might be submitting her packet with some support from the SWE-KC section
- ii. Sunita is working on the DEE packet for Dr. Deb O'Bannon

E. IGED

- i. **Action item:** Adriana/Amy to make sure IGED slides include one on SWE & SWENext.

VII. **New Business**

A. Event Planning Opportunities – Status (still need volunteers to help plan all of these events)

- i. March Meet & Greet
- ii. SWEetie Pi Reception – March 17th
- iii. April Joint Networking Event
- iv. Girls in Gear Outreach Event (June/July)
- v. SWE Next Club Advisor

B. Strategic & Tactical Plan Update

- i. Parent Educator Program Status

VIII. **Recognition**

IX. **Announcements/Upcoming Events**

- A. iCON17 Conference: February 24th-25th (St. Louis)
- B. Mizzou Resume Review: March 2nd
- C. IGED: Friday, March 3rd
- D. NSBE Annual Conference: March 29th-April 2nd
- E. GKC SEF Science Fair: April 6th & 8th

X. **Next Executive Council Meeting: Wednesday, March 15th at 5:30pm (Panera)**

XI. **Adjournment**