



## SWE-KC Executive Council Agenda

SWE-KC, FY16

March 14, 2016 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	Katie Lin	X
Vice President	MaKayla Sprague	X
Treasurer	Sunita Lavin	X
Secretary	Kim Bartak	
Section Representative	Adriana Porter	X
JEC Representative	Becca Brader	X
Events Committee Chair	Kaeisha Akinmoladun	
Membership Committee Chair	Neelima Paraskar	
Outreach Committee Chair	Alyssa Zimmerman	
Prof. Devlpt Event Chair	Tiffany Dooley	
Social Media Committee Chair	Steph DeCaro	
IGED Committee Chair	Amanda Porter	
IGED Committee Chair	Kristin Murray	X

**III. SWE Individual Award Nominations due March 31 – 10 minutes**

- A. SWE Distinguished New Engineer – Sunita Lavin - Almost done. Sunita needs to fill out personal info.
- B. SWE Distinguished Educator – Deb O’Bannon - We finished our recommendation. We are trying to get UMKC to send theirs. Katie G. said they will have it by Saturday.
- C. SWE Advocating Women in Engineering – Shelley Wolff - Sunita will fill out nominator info. Then send Shelley the info.
- D. Outstanding Collegiate Member – Katie Gonzagowski
  - i. Katie G. is working on a packet. Jenna is helping coordinate.
  - ii. Katie Lin wrote a recommendation letter.
- E. SWE Fellow – Karen Gilbertson
  - i. Katie L. tried to contact, no response. Will try for next year.

**IV. Succession Planning for FY17 – 10 minutes**

- A. Nominating Committee Confirmed: Steph, Kristin, and Kim
- B. Timeline - They will review the by-laws about the 2 weeks vs. 4 weeks for voting
- C. Have sent potential candidates to nominating committee
  - i. Adriana, Katie, Neelima, Becca, and Amy Gum?
- D. Committee Chair potential candidates
  - i. Alyssa Zimmerman might not be Outreach Committee Chair. MaKayla will ask her if she has an idea of someone who would be willing to take her place.

**V. Officer Reports – 15 minutes**

- A. President
  - i. FIRST Robotics Booth on Friday. Got a few sign-ups for SWE-KC and IGED Jr. Committee.
  - ii. Science Fair on April 6-8.

1. Becca sent in the form. Sunita needs
  2. Becca Brader, Neelima Parasker and maybe Kim Bartak. Judging Thursday, April 7<sup>th</sup> at 7am. Presentation of award on Saturday, April 9<sup>th</sup> @ 10am-12pm.
  - iii. Add job posting policy to IGED sponsor benefits. Also, coordinate joint press releases with the top 3 sponsors, so their names go out with the press releases.
- B. Vice President**
- i. SWE-KC Focus Areas Website Page – Received feedback from everyone. Will send out latest draft to Kim to post.
- C. Treasurer**
- i. Results of Jose Pepper’s fundraiser. Earned \$40.23.
  - ii. Financial Review – should we hold off till we receive more guidance from the region? Yes, let Region take the lead and send us documentation on how to do it.
  - iii. AMS (new membership system) – Sunita is in the Society Focus Group. Send feedback to Sunita.
  - iv. Should we print more SWE-KC brochures? Neelima, can you update the photos, remove the smiley face from the back and print another 100.
  - v. Consider developing a proposed budget for FY17. Sunita can work on it for the May meeting.
  - vi. iCON16 – we sponsored 3 members to go to Region *i* Conference.
- D. Secretary**
- i. Newsletter articles – please write by April 16<sup>th</sup>.
    1. IGED 2016 – Kristin and Amanda
    2. SWEetie Pi Reception – MaKayla Sprague
    3. iCON16 – Katie Lin, Sunita Lavin, Adriana Porter (each do 1 paragraph and 1 photo)
    4. President’s Letter – Katie Lin
    5. Region update – Adriana Porter
    6. Recognition – Katie Lin
    7. Announcements – Tiffany Dooley
    8. IGED Jr. – Alyssa Zimmerman
    9. Joint Meet and Greet – Kaeisha Akinmoladun or Becca Brader
    10. Upcoming Events – Kim Bartak
    11. Suggest adding a blurb about the governance topics (see link below)
- E. Section Rep**
- i. Region Awards Received:
    1. Membership Retention Award (surprise!) 75% membership retention for professional section
    2. Innovative Award – Fellows Award
    3. Invaluable Award – Honeywell
  - ii. Governance topics learned from Region Conference – see video: <http://societyofwomenengineers.swe.org/swe-governance-update>.  
The reason for getting rid of regions. Senate is going to be more a strategic planning body. Many region positions are going unfilled, so they are trying to better build the pipeline.
  - iii. Leadership Summit: August 12 – 13 in Oklahoma City
  - iv. What section Society Awards do we want to apply for (due July 1)?
    1. Outreach – IGED 2016
    2. Professional Development – Fellows Reception
    3. Multi-Cultural Event – Joint Meet and Greet
    4. Communication Program - ???
    5. Membership Program – write about membership techniques

## VI. Committee Reports – 15 minutes

### A. JEC

- i. Quarterly meetings next year.
- ii. Using Facebook for their website. LinkedIn for meetings and job postings.
- iii. Pairing with existing activities like our Feb E-Week; April Joint Meet and Greet; August KC Manufacturing Network; Sept/Oct Presidents' Dinner.
- iv. Monthly newsletter.
- v. Not planning to have a JEC Rep next year. Going to cover with officers and committee members.

### B. Events

- i. April 14 – STEM Organization Networking Night at The Well
- ii. Meet & Greet – April 28 at North in Town Center. Hosted by Adriana Porter.
- iii. May 10 – Meet & Greet at Happy Bottoms. Hosted by Becca Brader.
- iv. June Picnic – Theatre in the Park at Shawnee Mission Park. Kaeisha, what is the date?

### C. Membership

- i. New Member Welcome Email—has this been sent to new March member? MaKayla will follow up with Neelima.
- ii. Katie L. has run the graduating seniors report. Will send to Neelima with information to send out by mid-April.
- iii. 117 members.

### D. Outreach

- i. IGED JR. looking for committee members
- ii. Outreach Metric Tool – is a surveymonkey. Any SWE person who is working on outreach, can add their hours here.

### E. Professional Development

- i. Update from Black & Veatch event progress
- ii. Evening of Thursday, August 4<sup>th</sup>

### F. Awards

### G. Social Media

### H. IGED

- i. Bartle Hall was a really good space for us. One mentor thought the Discipline Fair/Industry Fair were crowded, but we thought that it was really good. Need to discuss how big we can grow in Bartle Hall.
- ii. Survey results – Industry Reps/Discipline Fair people need waters. Mentors didn't have as much time in Fishbowl. Morning Mingle was really crowded. Liked the activity early.
- iii. Wrap Up meeting – trying to pick a day. April 2<sup>nd</sup> or 16<sup>th</sup>. Voting is split.

## VII. Announcements

- A. Next meeting: Tuesday, April 19 at 5:30 – 6:30pm @ Panera on State Line & 103rd

## VIII. Adjournment