SWE-KC Executive Council Agenda

SWE-KC, FY16
Sept. 22, 2015 at 5:00 – 6:00 pm
Black & Veatch, IP4 Room
11401 Lamar Ave, Overland Park, KS

I. Call to Order - 5:00

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	X
Section Representative	Adriana Aguilar	X
JEC Representative	Becca Brader	
Events Committee Chair	Kaeisha Akinmoladun	
Membership Committee Chair	Neelima Paraskar	
Outreach Committee Chair	Alyssa Zimmerman	
Social Media Committee Chair	Steph DeCaro	
IGED Committee Chair	Amanda Porter	
IGED Committee Chair	Kristin Murray	

III. Review/approve minutes for August – Minutes approved as written

IV. Officer Reports

A. President
B. Vice President
C. Treasurer
   i. New Bank – Bank of America is our new bank. Katie and Sunita will transition banks on October 9th.
   ii. Google Drive (sharing vs. logging in) – Keep logging in for now.
D. Secretary
   i. Newsletter – Articles due to Kim by October 9th
      1. Summer Picnic – Sunita
      2. Fellows Reception - Neelima
      3. Girl Scout event - Kaeisha
      4. Leadership Summit - MaKayla
      5. Region Update – Adriana
      6. NASA
   ii. Kim will send out invites to EC meetings
E. Section Rep
   i. Mentoring – Adriana will send out link to sign up. Kim will also include in newsletter.
   ii. Reminder that abstracts for iCON16 are due October 15th
   iii. Next meeting is October 22nd at 12:45 PM

V. Committee Reports

A. JEC

B. Events

i. Meet & Greet: Sunday, November 8 10:30 AM – 12:30 PM Harvesters Back Snacks

C. Membership

i. Contacted the people whose membership was expiring

ii. Encourage co-workers to join

D. Outreach

i. Ada Lovelace Day – October 10th, 11 AM – 4 PM, at Union Station, ages 5-12. Hands-on activities – may need volunteers. Sunita will check with Alyssa.

ii. Several Girls Ignite events scheduled for fall.

E. Social Media – Katie will check with the committee about Facebook page

F. IGED

i. Sponsorship – Draft letter is out for review.

ii. IGED account – Should we consider using leftover funds for other activities in the future (such as IGED-type event for middle school)?

iii. IGED has new logo. We should consider adding the SWE-KC logo to printed materials.

VI. Old Business

A. Leadership Summit

i. Professional Development events – Most groups tie-in their events with continuing education credits, typically half-day sessions.

ii. Region goals – new format for reporting

B. SWE-KC FY16 Strategic Plan

i. Region still working on Strategic Plan – no big changes

ii. Review Strategic Plan to discuss at October EC meeting

C. Individual Tactical Plans

i. **Action Item:** Upload tactical plans by Sunday, October 18th.

VII. New Business

A. NASA Event Sept. 26

B. SWE Annual Conference

i. We received three applications for section sponsorships. We will fund all three for half of the conference registration costs and up to $250 for travel costs each.

C. Events Roster

i. Events and Membership committee chairs will keep track of attendance.

VIII. Announcements

A. Meet & Greet: Wednesday, Oct. 7 5:30 – 7:00 PM (Brewtop, Overland Park)

B. Next meeting: Tuesday, Oct. 20 5:30 – 6:30 PM (Panera @ 103rd & State Line)

IX. Adjournment