

SWE Section Meeting 4/08/09 Minutes

Attendees: Penny Parang, Laura Clymer, Angela Nickels, Monica James, Suzanne White, Ashley Alletag, Melissa Tata, Ebalina Roitberg

Intro (Penny) – Need to talk about putting something up on the Website about our sponsors. Penny is working on a format for a SWE appreciation certificate, so that we can send it out to the various companies. Would like to just mail off the certificate in a frame to the company if it is local, or perhaps send a plaque to national companies. Need to find out where the Exxon Mobil check is at since it hasn't arrived yet. Penny will mock up different formats based on the Science Fair certificates. Laura will ask MaryLee Grant about plaques since she has them created for a Baptist Children's Home event. Suzanne will see if she can have something created using the Girl Scout logo.

Section Bylaws (Angela) – Talked about the standard bylaws at the last meeting. Angela hasn't received any comments on the bylaws, so assuming that everything is fine as is and can go to the section for a vote. Can we have a general meeting to vote on the bylaws, have that be April's event? Once the meeting is scheduled, need 2/3rds of the folks who show up to vote to pass the bylaws. Will add to the invite that if you can't come to the general meeting, you can vote online by a certain date and time. Allow members to ask questions at the meeting. Current bylaws state that you must hold two meetings each year.

Region Updates (Ashley) – Region meeting was talking about a ride share/room share for attending regional and national events. Trying to see if there is interest to do it. Everyone does it; it just isn't formal and backed by the sections and regions. Probably going to be very important for upcoming events since companies aren't paying to send members to the events. No tools in place yet to help facilitate this; maybe can use a SWE community at a national level to help pair people up. LinkedIn has an app that helps to connect people. Want to support the region leadership going to region events. Regions are making profits off of the conferences. Will have the regional budget discussion before the year ends, so that the new officers come in with a budget in place. Talk about growing the leadership pipeline, talked about at the RG level with more developments coming next month. On the region Website, going to charge companies to post job openings. We can also charge companies to post jobs on the section Website. Will send out the minutes from the last region meeting to all the officers. Everyone should receive a letter that contains their code to vote for national officers. That voting period ends in May.

UT SWE Spring Awards Event (Angela) – Wanted to merge our awards dinner with the UT spring award event. The venue is not decided yet. Will be held Thurs, May 7. Will be \$30 a head and we will be taking care of our own people. RSVP date is 4/23, so need to get a head count in the next couple of weeks. Want to cap the event at 60 – 65; UT already has 41 to 47 people already signed up. Could send this out to everyone in the section for them to attend and maybe we do our own event, a "year-end" wrap up. Maybe do a year-end brunch. Send out the UT event to everyone, and then invite the college section folks to the year-end event. Penny will check on McCormick and Schmidt. Are we still going to do the senior upgrades? We can pass those out at the UT event. Angela will get those for us. Send UT event to leadership team once details are finalized; Angela will send to Laura.

Girl Scouts Update (Suzanne) – Went really well. Will work with Monica next week on where the grant money is at. Tech Bridge is the company that develops programs for the GS; the head person was

there at the event. Will get a volunteer survey very soon to fill out. Got a lot of feedback from the girls on the event. Working with Austin Energy to create a new solar program. Looking forward to having the next event and have a partnership with them to co-sponsor the event. Made the contact with Austin Energy at the Austin Science Fair. Would like to email several of the Austin Energy contacts about getting involved with SWE. Have alliances with three local solar companies. Would like to have the event DVD ready for the social in May.

March Event Update (Penny) - Made \$140 on the Overwatch event. Probably the best event that we've had so far. Lots of people didn't know what SWE was, but the event helped to educate people on SWE. Suzanne has already emailed a few women from the event with SWE information.

Nominating Committee Update - Do the committee members need to prepare something for the meeting? No, not really. Suzanne, Melissa, and Ebalina are the three members of the committee. Need to take the discussion offline, and want recommendations from the current leadership on who to nominate for next year. Need to have a way for folks to self-nominate. When does the election need to occur? Need to have a slate by end of June, and vote on it over the next month. New bylaws state that slate needs to be in place by 4/15 and the current bylaws don't have a timeline. Need to have 30 days for voting. Try to have them ready in time for announcements at the May banquet. Need to craft an email and given to leadership team for their review before it's sent out to everyone. The committee reviews the people who are interested, and asks questions of the candidates. There is a presentation out on SWE communities for new officers. The treasurer is a one year position, with a two year term. There are no limitations on number of terms. Use the region template to evaluate the candidates. How long will we give the candidates to respond by? Send out general email by Friday and then let interested folks have one week to respond. Penny will find the questions she sent out, and then will send the questions to the candidates who have a week to return the answers. Combine it into one communication to send out. Do we still need a section rep alternate? Not a required position; can say it defaults to the president/vice president if needed. If we have them, have to elect them. If anyone on the current leadership team has any recommendations for officers, send them along. Suzanne will contact each of the current officers to see if they want to run again. Penny found the email from last year. Have folks rank the positions they are interested in so the committee can see if people want to move to another position.