

**SOCIETY OF WOMEN ENGINEERS**  
**CENTRAL OHIO EXECUTIVE COUNCIL MEETING – FY05 MEETING MINUTES**  
**September 10, 2005, 8:30 – 10:00 a.m.**

**Panera Bread – Polaris**

Attendees: Kristina, Meghan, Anna, Lee Ann, Peggy, Tricia, and Lynne

**Council Updates:**

1. President (Kristina)
  - a. Reviewed Honda SWE fund raising request.
    - i. Honda HR rep tried to use the corporation survey on our website and found no “SUBMIT” button.
    - ii. Rachel will update this site
    - iii. Not sure how much they will donate yet.
  - b. Confirmed Oct 15 meeting
    - i. Time: 8:30 a.m.
    - ii. Location: First Watch – Hilliard, on Fishinger Road
  - c. National Conference attendance status
    - i. Kristina will attend as a recruiter for Honda
    - ii. Not sure who else will attend
  
2. Vice President (Becky, absent)
  - a. Grant investigation/status?
  - b. Replacement VP needed – KK, LW or Anna may fill in
  
3. Secretary (Lynne)
  - a. Meeting attendance tracking.
    - i. Anna – database is set up on our website. Lynne/Anna will populate
  
4. Newsletter (Peggy)
  - a. Next issue to be published October 20
    - i. Submit articles to Peggy by October 15
    - ii. Will ask Rachel to send out link to last newsletter
    - iii. Next issue to have articles on membership, student activities, treasurer report, meet Anna article, upcoming events, SWE trivia
  
5. Treasurer /Fund Development (Meghan)
  - a. Treasurer / Fund Development
    - i. Max & Erma’s fundraiser
      1. Date: Thursday October 20 at Hilliard location.
      2. Our SWE section will receive 20% of profits from all orders with the SWE flier.
      3. Flyer copies are in the mail to Meghan.
      4. Meghan has electronic copy.
      5. Lynne will distribute copies at IIE event on October 1.
    - ii. Corporate sponsorship.
      1. Each EC member to report on possibility of fund raising request from her employer.
      2. Meghan will create a general invoice and will send to KK for Honda use.
      3. No other employers have committed to donations yet.
    - iii. Golf Tournament in Fall ’06?
      1. Since Professional Development conference is in Spring, we postponed this event to the fall.
  
6. Membership (Anna)
  - a. New member packets – Anna shared sample with the group

- i. Contents include letter from Anna, our brochure, SWE professional brochure, membership application form
- b. Mother / Daughter Banquet discussion
  - i. Invitations were mailed to all members' homes
  - ii. RSVP by September 15.
  - iii. Speaker topic title: Finding the Humor in a Breast Cancer Diagnosis
  - iv. Suzanne has 20 favors. If we need more than that the lead time is 1 ½ weeks, lot size is 10. Anna will let her know if we need to order.

## 7. COR (Lee Ann)

- a. 2006 SWE Professional Development Conference (Columbus) report.
  - i. Web survey to go out by Sept 15, awaiting response from Region Governor Mary Ann Walsh
- b. BHAG updates
  - i. BHAG will be released & voted on at the National Conference
- c. T-shirt order – status
  - i. T-shirts will arrive JUST IN TIME (September 29<sup>th</sup>) to give as “Thank You” to Sara for speaking at banquet. (to save shipping they are being hand delivered for free)
- d. Tactical Plan report. Among other items, the following are included in this report:
  - i. Section Vitality
    - 1. Lee Ann read her suggested submission, we approved.
  - ii. Leadership/Professional Competency
    - 1. 2 technical meetings
    - 2. 2 social meetings
    - 3. objective: develop leaders, increase knowledge of SWE
  - iii. Education/Outreach
    - 1. COSI event
    - 2. Future City judges
    - 3. “Stuff you didn’t learn in Engineering School”
      - a. Joint event with OSU SWE
  - iv. Inclusive Organization
    - 1. Many joint events with OSU SWE, IIE, etc.
  - v. Value & Benefit
    - 1. National Conference
      - a. Networking opportunities
      - b. Mother Daughter banquet

## 8. Girl Scouts / Outreach (Suzanne, absent, submitted updates)

- a. COSI event status (funding, volunteers, etc.) October 8
  - i. Volunteers must contact Joan Harless directly, per newsletter article. This will be put in the next membership email, too.
  - ii. Need Judy Simmons contact info from Anna for funding. Anna sent to Suzanne.
- b. Future City events update. Still need to follow up with Peggy on this.
- c. Additional Science Fair support needed within the community
  - i. Get contacts at local schools – no update. Suzanne will start calling schools now. She knows a few teachers at Columbus Public. Other EC members to pass along contact info to Suzanne.
  - ii. Suggest we contact Columbus School for Girls
- d. Topics tabled till spring: Race for the Cure?
  - i. We are in the database for “Race for the Cure.”
  - ii. We should hear something in October regarding volunteer opportunities for the next race.

## 9. Student Liaison (Tricia)

- a. Joint OSU/Professional SWE seminar. Topic: Stuff You Didn’t Learn in Engineering School.
  - i. Tricia contacted Shimoli and Emily Cortright @ OSU re: this
  - ii. Tentative date and time: October 22, 8 a.m. – Noon
  - iii. Cost is \$1000 for ½ day seminar lecture, + \$600 for travel expense
  - iv. Tricia will contact OSU SWE and tell them we are willing to support this event with \$300.
- b. Fall event – set date and activity (Plant Tour – Anthony Thomas, Anheuser Busch?) Nov 12.

- i. Will consider 10 a.m. tour of Anheuser Busch, followed by lunch.
- ii. Anthony Thomas not feasible, since tours are only during normal business hours.
- c. Spring event – set date and activity (Upgrade Party?) May 6
  - i. Correlate date with DeVry schedule.

#### 10. Webmaster (Rachel)

- a. Post Max & Erma's flyer on the website
- b. Email COSI October 8 information to all members.
- c. Add submit button to corporation survey on website.
- d. Send out link to newsletter.

### **Event Updates:**

#### Membership Meetings: 4 set for FY06:

Sept. 28	Speaker: Rachel Lewis	Topic: Aerial Engineering
Nov. 16	Speaker: Anna's mentor	Topic: Quality
Jan. 26	Speaker: Sara Shunkwiler	Topic: Career Changes
March 22	Speaker: Peggy	
May 17	Speaker: Meghan	Topic: Environmental Engineering, impact on industry

Discussion after meeting re: additional topics:

We have a lot of leadership that is willing to speak at meetings, which is great, but should we diversify a little? Would it be possible to get someone in to talk about something other than engineering, but just as important? We have a lot of young engineers in our group; how about a financial adviser on making those first investments or buying your first house, etc? I'm guessing we could contact Merrill Lynch or somebody and request a speaker. They'd probably even do it for free if it meant we might have some new clients for them. Or how about a "career panel" - with a member from each discipline to answer questions? Or maybe a communications professor from OSU or somewhere close could do one on how to communicate with men in the work place? Or how to communicate with the "non-engineer"? Or maybe we could find someone who talk about how to raise kids in the new high tech society. Maybe a self defense class. Or how to deal with sexual harassment and discrimination in the work place. (per Rachel, we will add to our next agenda, to discuss this.)

#### Special Events:

1. What: 2<sup>nd</sup> Annual SWE Mother / Daughter Brunch
  - Who: SWE Members, Mothers & Daughters of SWE Members
  - When: Saturday, October 1<sup>st</sup>, 2005 @ 11 am – 1 pm
  - Where: Biddie's Coach House (Dublin)
  - Speaker: Sara Shunkwiler
  - Topic: Finding the Humor in a Breast Cancer Diagnosis
  - Cost: \$25 / adult, \$10 kids 12 and under
  - RSVP: Rachel Lewis ([rachel.30.lewis@earthlink.net](mailto:rachel.30.lewis@earthlink.net)) by TBD.

Respectfully submitted,  
 Lynne M. Waldron  
 Secretary, Central Ohio SWE  
 September 14, 2005