

**USC Women in Management
Board Meeting-Minutes
September 12, 2008**

Present: Brenda Delong, Glenda Franco, Mary Wilson, Carol Schmitz, Nicole Kerns, Donna Buchanan, Carolyn Heine, Kerry Etheridge, Sara Tompson, Anna Chhabria, Char Ryan, Tracy Kerr

Absent: Ivonne Romo, Linda Rock

President's Report:

Brenda opened the meeting with an update of the Honorary Luncheon and new Honorary members. Also, Dean Harrington has accepted the invitation. Brenda passed out a list of the attendees and contact info. The lunch menu is set for salmon and a vegetarian plate. The special invitations have been sent out and also the Bio's of the honorary attendees are available (Please see hand-out). Also a discussion to upgrade the table arrangements for this year will be determined. Rachel Levy from the office of employee relations and compensation is scheduled to speak at the September WIM Luncheon. There will be an introduction of the new WIM board members at the next luncheon and share the focus group outcome with the WIM luncheon attendees.

Programs:

The format of the Honorary Luncheon will be conducted as an informal discussion. Linda is working to send out the Bryn Mawr letter for November. Also the notion to market various other HERS programs at the monthly luncheons was brought up.

Membership:

Nicole and Carol passed out a report total of current and new members. Currently there are 75 members paid and 24 Honorary members which totals to 99 members. Nicole reported that there has been a spike in membership.

Treasurer Report:

No expenses but will change as of next week.

Professional Development:

Donna and Char are working on several items for the Movable Feast schedule of dates. They will provide a schedule at the next WIM meeting of Professional Development and Movable Feast items. Also, brought up the notion for any ideas from WIM members for the Movable Feast and Professional Development.

Public Relations:

Anna reported an increase of activity on the WIM web-site. The WIM board meeting minutes will be posted on the WIM web-site for members to view. The notion to possibly design a flyer to post online or design and print a brochure to distribute through-out the University to bring exposure and membership enrollment to WIM. Also the idea of featuring a WIM member of the month was discussed for future consideration.

Scholarship:

It is time for scholarship advertisement to our WIM members. Also, the notion to run down the list of the WIM members in chronological order and inspire members to apply for the available scholarships WIM offers. The notion was brought up to ask WIM members to help in the screening process of the scholarship applications.

Next WIM Board Meeting scheduled for 10/10/08