

USC Women in Management – Board Meeting

August 27, 2009 – 12 PM

Doheny Memorial Library – Room 307

Minutes

Present: Tracy Kerr, Carol Gray, Cyd Anderson, Gretchen Villaluz-Picazo, Kerry Etheridge, Tika Martin, Diana Seyb, Sara Tompson, Carol Schmitz, Brenda DeLong, Carolyn Heine

Absent: Mary Wilson, Cecilia Carbajal-Chavez, Donna Buchanan, Char Ryan, Anna Chhabria, Nicole Kerns

Reports

President:

- Letters of Congratulations to WIM Board members' supervisors/senior managers on the election of their employee to the Board
 - A proposed draft was passed out to the Board. The addition of a left column listing all board members was reviewed by the group. It was agreed to be a good idea, but numerous formatting suggestions were made.

Vice President

- Carol Gray represented WIM at the Higher Education Services Institute in Denver, Colorado and had the honor to serve as keynote speaker. She spoke on the subject of Emerging Technologies.
- Preliminary plans for this year's Bryn Mawr Scholarship award are being developed.
- Congratulations were offered to Carol for the completion of her doctorate degree.

Treasurer's Report – No Activity to Report

Program

- This year's program is very close to being finalized.
- Noting the considerable overlap between the objectives of the Program committee and Public Relations it was decided that it made the most sense to hold joint committee meetings.
- There was discussion about how to increase WIM's involvement and the involvement of other USC women's groups in The 2009 Women's Conference hosted by California's First Lady Maria Shriver and Governor Arnold Schwarzenegger (last year titled "Empowering Women")

Professional Development – No Activity to Report

Membership

- See attached "Report of Membership"
- Credit card processing is not currently working for membership dues

- There was a successful presentation of WIM at the Student Affairs Conference
- Discussion of consistent message on membership renewals/ invitations: 30 year anniversary, networking advantages, educational programs, and the Senior VP luncheon are all good messages to explore.
- Noted the need to “renew your membership and update your information.” Concern was expressed over the perception of a need to re-apply for membership – which is not the case.

Public Relations

- Noted the Public Relations value of the support of Stephanie Helper at the University Club

Historian/President Emerita

- 30th Anniversary Planning Committee
 - Maria Shriver has been contacted to speak as well as Cynthia Kennard, possibly in a panel format.
 - All past WIM presidents are to be invited via formal printed invitation.
 - Discussion of possible gifts, as perhaps small goodie bags (sustainable)
- Janette Brown is working on a video on WIM as part of the USC living history series.
 - Sara Tompson and Carolyn Heine have done a tremendous job identifying and locating past WIM presidents for inclusion in this video. Most have been found.
 - Diana Seyb will play a key role in putting the video together.
- They are also working on compiling biographies on past WIM Presidents for the WIM website

Past President

- Honorary Member Luncheon
 - Discussion of centerpieces: should be sustainable, and able to be easily giftable. Bowls of apples, single rose to honorees were possible ideas.
 - Brenda DeLong passed out a list of confirmed and probable guests.
 - Volunteers were obtained to act as facilitators. More volunteers are needed.

