

USC Women in Management Board Meeting

Wednesday, October 2, 2013; DML G28

MINUTES

Present: Elaine Padilla, Queenie Taylor, Leonette Williams, Samantha Chilton, Kerry Etheridge, Tracy Kerr, Kathleen Bonagofsky, Aarti vaishnav, JJ Lee, Stacy Patterson
Absent: Hazel Breen, Vicki Young, Frances Zepeda, Roxanna Bellia, Christine Chan, Carolyn Heine

Reports

President

- Elaine suggested that WIM co-sponsor a program with the USC Society of Trojan Women.
- Elaine encouraged Board members to attend the USC Women's Conference in March which is managed by Danielle Harvey.

Vice –President

- No report.

Secretary

- Minutes from the September 4 meeting were approved.

Treasurer

- The treasurer's report was distributed. The balance is \$5651.48

Past President

- The Honorary Members lunch is set for October 29, 2013.
- Kerry's motion to make Carolyn Heine an honorary member was seconded by Leonette and unanimously passed by the Board.
- Discussion on the creation of a nomination form for potential honorary members included determining the criteria such as exceptional leadership and not automatically appointing individuals based on their university rank. Thoughts and comments should be sent via email to Kerry.
- Kerry recommended having a WIM event built around the exhibit "LA Woman: Yesterday, Today and Tomorrow" currently at the Forest Lawn Museum through January 5, 2014. Art by Ruth Weisberg is in the exhibit. The discrimination in hiring women in art schools is a potential topic. Stacy stated that only December and February lunch dates are open. Discussion included having both Ruth speak at a lunch and doing a museum networking event. Kerry will contact Ruth about the possibility of speaking at a lunch.

President Emerita

No report.

Historian

- Samantha offered to upload to the WIM web site flyers and other items which the board may want to post.
- Let Samantha know which specific documents should be included in the WIM archive.

Members at Large

- No report.

Membership

- Ideas generated from the discussion on membership include offering a first-year free membership, only offering the first-year free membership to new USC employees, designating specific months to qualify for free membership, possibly January and June. Aarti will draft a proposal and present it to the Board.
- Currently WIM has 78 paid members and 24 honorary members for a total of 102.
- Discussion incurred regarding the definition of a sustaining member; a way to donate more than the annual dues of \$25.00 for regular membership. Some long standing members chose to give more.
- Other discussion included gift memberships and the creation of a WIM brochure.

Programs

- Dates were discussed for the Senior Vice-Presidents lunch.
- Laurie Stone, Associate Senior Vice President for Real Estate and Asset management, will speak on "Implementation of Campus Master Plans" on October 18, 2013, at HSC.
- The Honorary Member lunch is October 29, 2013, on UPC at the University Club.
- Stacy has reserved places for meetings at Doheny Library and the Davidson Conference Center.

Professional Development

- At the UPC Professional Discussion workshop Dr. Heather Roberts will address "Effective Communication with Employees" on November 15, 2013.
- Discussion about potential speakers included Donna Miles, Associate Professor of Clinical management Comm., Marshall School of Business, a dermatologist, and an expert on women and finance.

Public Relations

- No report.