

USC Women in Management Board Meeting
Wednesday, December 4, 2013; DML G28

Minutes

Present: Elaine Padilla, Hazel Breen, Queenie Taylor, Leonette Williams, Kerry Etheridge, Bernice Taylor, Christine Chan, Stacy Patterson, Frances Neely-Sanchez, Roxana Bellia, Ginger Mayerson

Absent: Samantha Chilton, Carolyn Heine, Tracy Kerr, Lydia Vasquez, Aarti Vaishavav, JJ Lee

Reports

President

- Elaine congratulated the Professional Development chairs for their program entitled “Effective Communication with Employees” with Dr. Heather Roberts which was held on November 15, 2013 at UPC. Attendance at the program was high and she received lots of positive feedback.
- Elaine encouraged the Board to attend the January 8, 2014 Professional Development at HSC entitled “Establishing an Executive Presence” with Stacy Geck.
- A HERS information session was held on December 3, 2013 at HSC and another will be held on December 10, 2013 at UPC.
- Some Board members are reviewing the WIM web site. Elaine asked the Board to send her updates to our respective sections on the web site. Ian will do simple updates on the site.

Vice-President

- Hazel asked Board members to recommend two women to the HERS Institutes.
- The application for the HERS Institutes is due January 10, 2014.

Secretary

- Minutes from the October 30, 2013 meeting were approved.

Treasurer

- The current balance of the WIM treasury is \$7,320.65.

Past President

- Kerry plans to update the content on the WIM web site for honorary members. She will send her draft of the changes to the Board for review.

President Emerita

- No report.

Historian

- No report.

Members at Large

- No report.

Membership

- Bernice encouraged the Board to attend the December 19, 2013 Holiday Reception at the Westin Bonaventura Hotel. WIM members are complimentary.
- The current membership of WIM is a total of 118; 92 paid members and 26 honorary members.
- Lydia and Bernice plan on presenting a report to the Board in February regarding the offer of free membership to WIM in the first year of a new membership and possibly increasing WIM dues incrementally to become more aligned with the dues for the Staff Association; currently \$55.00 per year. The report hopes to include a discussion of what added value will come from increasing the membership dues.
- Additionally the report will address benefits from joining the months of April through June and rates for renewals after a lapsed membership.
- Further discussion included announcing new members at lunch meetings, providing WIM pins to new members, the possibility of either a networking or recruitment event without speakers.
- Rosanna volunteered to introduce WIM at the USC New Employee Orientation.

Programs

- A no-host lunch for WIM members will be held Saturday, December 7, 2013 at Mimi's Café followed by a visit to the Forest Law Museum in Glendale to view the art exhibit "LA Woman: Today, Yesterday and Tomorrow" and hear a discussion featuring Ruth Weisberg, artist, Professor of Fine Arts and former Dean, USC Roski School of Fine Arts.
- On January 7, 2014 Brenda Barnes, KUSC President, will host a luncheon and tour of KUSC which is located in the AT&T Building, Downtown LA.
- All speakers, but Tom Jackiewicz who may have scheduling conflict, have been secured for the Senior Vice-Presidents lunch on April 16, 2014.
- The Senior VP lunch will be held in the Davidson Conference Center, Vineyard Room.
- Coach Cynthia Cooper-Dyke is not available in December but may be available in February.
- Potential speakers for 2014 include Marlene Loadvine, Senior Associate Dean, External Relations, School of Cinematic Arts and Raquel D. Arias, Associate Professor of Clinical Medicine, Keck School of Medicine.

Professional Development

- Two Professional Development programs will be held on January 8, 2014; establishing an executive presence with Stacy Geck at HSC and salary negotiations with John Bertrand at UPC.
- Under consideration for 2014 is a tour of UPC and asking John Bertrand to speak on career development.

Public Relations

- Roxanna reported that she and Alex Fabry Mourer from Talent Management plan on presenting to the Board an overview of materials from Trojan Learn available from USCAPS which could potentially be useful for WIM.
- An ad hoc group consisting of Roxanna, Alex, and Elaine was created to investigate the possibility of supplementing WIM Professional Development programs with tools on Trojan Learn.
- Roxanna suggested leveraging with Donna Buchanan's recent proposal the online tools from Talent Management like the Managing for Results program which when complete will be available in Trojan Learn.
- Ginger plans on submitting a report to the Board based on her ideas about publicizing WIM and its various programs. She will seek the input of Frances, Stacy, Christine, and JJ.
- Photos taken at WIM events should be sent to Roxanna or Ginger for posting on Facebook.
- Wordpress.com was discussed as a potential tool for WIM; one post to wordpress.com crosses social media and goes to 6-7 places.

