

## **USC Women in Management Board Meeting**

Wednesday, October 1, 2014

UPC DML 110C; HSC CHP-147

### **Minutes**

Present: Muna Deriane, Natasha Jokic, Nicole Kerns, Kristine Moe, Elaine Padilla, Stacy Patterson, Bernice Taylor, Queenie Taylor

Absent: Kate Balog, Roxana Bellia, Hazel Breen, Samantha Chilton, Kerry Etheridge, Tracy Kerr, Ginger Mayerson, Carolyn Heine, Jennifer Severa, Lydia Vazquez

### **Reports (20 minutes)**

#### President

- September 3, 2014, Minutes approved.
- Lydia Vazquez is stepping down from the board. A new board member in charge of HSC Membership is needed.
- Elaine asked all members to read the minutes as a reminder of their assignments. She expressed concern that WIM 2014-15 is off to a slow start. She reminded members that as soon as an event is planned, promote three weeks prior, with weekly and then daily reminders.
- Maria Suarez's talk on "Cyber Security: Why does it matter?" was cancelled due to lack of attendance.

#### Vice-President

- Hazel and Muna met to discuss the HERS Institute. Elaine will follow up with Muna to discuss further. Per Muna, October is the time to reach out to the person in charge of the HERS institute and to set up an information session. All is on schedule.

#### Secretary

- Kristine asked for confirmation of the HSC meeting room. Lydia has booked CHP-147 for the rest of the academic year, with the conference number 323-442-2898.

#### Treasurer

- Net Worth: \$7,759.97
- Queenie will not be able to attend Al Chechio's presentation. Someone else will have to be in charge of the welcome table and admission.

#### Past President

- No report

#### President Emerita

- No report

#### Historian

- No report

#### Members at Large

- No report

#### Membership

- Bernice will send out an email reminder about renewals to those who have not yet renewed.
- Total current membership is 104. One-hundred-and-thirty-five people have not yet renewed. A list of members show as “unpaid.” It is unclear if they have paid, or not. Bernice will send the list of names to Queenie to verify against her list of renewals paid by check and/or Paypal.
- Eight people attended the Friday, October 24, McKays’ mixer. It was a good, intimate gathering. Happy hour prices made the event affordable.
- Members discussed better days and times to have the mixer, perhaps stagger the time on a Friday for those who leave early and at regular time. They agreed mixers are a good way to bring in new people and should occur in both fall and spring. An event to include families and/or daughters was discussed as a way to get to know the women of WIM as a whole (work and personal) better.
- Bernice said that an email crafted for all—new, non-renewed, current members— is needed to invite people to events.
- The holiday party is scheduled for Thursday, December 11, from 5:30-7:30 pm. The event is usually held in downtown, which is convenient for all. Last year it was held at the Bonaventure. Venues are being looked into currently.
- A spring mixer in the beginning of February at a location near HSC was discussed. Possible venues mentioned were Michael Jays in Chinatown and La Serenada, which is closer to HSC.
- Scholarships (for example, paying for undergraduate books) were discussed. Members questioned the value of scholarships that benefit one person, potentially a non-member. They questioned why scholarships had been discontinued in the first place.

Members join WIM for networking and advancement. Elaine suggested that the money be given instead to help WIM members attend the Women’s Conference at USC in March. She has reached out to the organizers of the conference to give WIM attendees a discount. Perhaps WIM could support a percentage of the cost for each WIM attendee.

Charitable events, an event for members and their families, women and children, and in kind service to others, the needy, etc. were discussed. Members agreed WIM bylaws should be reviewed in regard to charitable giving.

#### Speaker Series/Signature Events

- Stacy reached out to all six women deans in an effort to facilitate a forum of women academic leaders, where they would report the issues, challenges, opportunities, etc. facing their schools and USC. Dean Quinlan was the first to respond that she would participate. The event is planned for the week of December 8.
- Stacy and Kate will reach out to the Vice Presidents for the spring senior VP luncheon. Provost Garrett should be honored at the luncheon as she prepares to transition to her role as President of Cornell University in July 2015.
- Dr. Janet Denhart would like to present on women, innovation and creativity when she is in town.
- In June, Coach Cynthia Cooper-Dyke can speak about women and competition. Nicole Kern suggested the women's basketball team be invited to attend. Perhaps this event could be tied to a mixer where WIM members attend the basketball game and hear Coach Cooper-Dyke speak.
- Stacy had other speakers in mind, who are not necessarily connected to USC, for example, Debra Castor of Creative Productions and a speaker who could discuss mobile technology and marketing.

#### Professional Development

- Natasha confirmed that Jason Sacket of the Center for Work and Family Life will speak about "Coping with Change, Managing Difficult Personalities" on October 6 or 8, or the third week of October. Members agreed October 6 and 8 was too early and suggested that he speak later in October. Elaine emphasized that the event should be announced now and then followed up with a weekly email.
- Willie Molina from Professional Development will administer the Myers Brigg and discuss how to best work with others. This will be a lunchtime event held at the AT&T center.
- Another workshop that is being considered is a hands-on workshop where resumes are reviewed and feedback is given.
- Members agreed morning is best for professional development events.
- Elaine reminded Natasha to check people in and to introduce the speaker on the day of the event.

#### Public Relations

- Nicole asked that she be contacted if PR assistance is needed, not Ginger alone. Between the two, the work will be done.

## **Old Business**

### **New Business**

- The Provost's Office invited Elaine to join the American Counsel of Education (ACE), as an institutional representative for USC. The organization operates in the same vein as WIM, and is currently looking to strengthen its membership in Southern California. Elaine is excited to let them know what WIM has accomplished and to learn from the national organization what other opportunities there are for the members of WIM.
- A glitch was reported in the distribution list. Elaine said to reach out to Iain.
- Honorary members are elected by a nomination process, from last year moving forward. Questions about honorary members should be directed to Kerry.