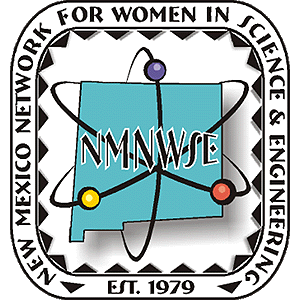
**New Mexico Network for Women in Science and Engineering**

**December Board Meeting – Draft Agenda (Subject to Change)**



**Date:** 10:00 am, Saturday, December 5, 2015

**Place:** NMSU Albuquerque Center, Albuquerque, NM

4501 Indian School Rd. NE, Suite 100, 87110

**2015-16 OFFICERS:** President – Rebecca Galves

Vice President – Sarah Vance

Treasurer – Jeanne Banks

Secretary – Barbara Torres

*Note: Second meeting of the 2015-16 Board. All members are welcome to attend.*

|  |  |  |
| --- | --- | --- |
| **10:00 am** | **Topic** | **Presenter** |
|  | Call to Order | Rebecca Galves |
|  | Secretary’s Report | Barbara Torres |
|  | Treasurer’s Report | Jeanne Banks |
|  |  |  |
| **10:30 am** | **Standing Committee Chairs** |  |
|  | Annual Meeting Chair | Diane Oyen |
|  | Elections | Yolanda King |
|  | Archives | Mary Campbell |
|  | Communications | Tinka Gammel |
|  | Membership | Dana Roberson |
|  | Fund Raising | Rebecca Galves |
|  | Policies and Procedures | Barbara Torres |
|  | Publicity/Outreach | MyChelle Andrews |
|  | Student Awards | Mercedes Agogino |
|  | IMPACT! Award | Phyllis Baca/Tinka Gammel |
|  | STEM Outreach Liaison | Cheri Burch |
|  |  |  |
| **11:30** | **Expanding Your Horizons** |  |
|  | State | Rebecca Galves |
|  | Albuquerque | Rochelle Larson |
|  | Carlsbad | Lisa Chappa |
|  | Las Cruces | Rebecca Galves |
|  | Santa Fe - spring | Jan Frigo |
|  | Santa Fe - fall | Lina Germann |
|  | Silver City | Mikki Jemin |
|  |  |  |
| **11:40** | **NMNWSE Chapter** |  |
|  | Central | Jeanne Banks |
|  | Northern | Jan Frigo |
|  | Southern | Rebecca Galves |
|  | Eastern - Inactive |  |
|  |  |  |
| **12:00** | **Adjourn** | Rebecca Galves |

**ACTION ITEMS (next page):**

| Date Opened | Action Item | Person/Committee Responsible | Status |
| --- | --- | --- | --- |
| 02.20.15 | Develop e-mail thread to review weighting & metrics for IMPACT judging. Develop a draft so the criteria can be given to potential nominators. | Phyllis Baca | Closed in July 2015 |
| 02.20.15 | Find out if any portion of the membership fee tax deductible. | Jeanne Banks | Closed in August 2015 |
| 02.20.15 | Investigate having GoToMeeting Meetings for EYH Chairs | Phyllis Baca | Closed in August 2015 |
| 06.15.15 | Establish proposed policies for EYH donations. | Jeanne Banks | Open |
| 10.25.15 | Present a proposal regarding obtaining funding from the local EYH committees to the board at the December board meeting. | Jeanne Banks and a committee | Open |
| 10.25.15 | Determine if there is someone else who would like to chair the next annual meeting | Diane Owen | Open |
| 10.25.15 at AM | Identify potential locations for the 2016 Annual Meeting | Board Members | Open |
| 10.25.15 | Develop a draft Business Plan for review | MyChelle Andrews | Open |
| 10.25.15 | Provide draft changes to the policies and procedures | All Board Members | Open |
| 10.25.15 | Provide draft social media campaign plan. | MyChelle Andrews | Open |
| 10.25.15 | Explore the concept of honoring Mercedes Agogino contributions to the network in conjunction with a membership event. Present something at the December board meeting. | Tinka Gammel | Open |
| 10.25.15 | Bring suggestions for student awards to the committee | Board Members | Open |
| 10.25.15 | Explore NMNWSE presence at the NM STEM Conference in Hobbs in November. | Phyllis Baca | Closed |
| 10.25.15 | Function as an exploratory committee to determine how the Network could have a presence at TechTrek. Provide suggestions at the December board meeting. | Cheri Burch, MyChelle Andrews, Rebecca Galves, Phyllis Baca | Open |
| 10.25.15 | Provide names of TechTrek participants from Las Vegas to Phyllis Baca. | Cheri Burch | Open |
| 10.25.15 | Talk with Elizabeth Ratslaff/Carol Lyne about EYH in Las Vegas | Phyllis Baca/ Rebecca Galves | Open / In Progress |
| 10.25.15 | Consider an event to honor Irene Lee prior to her move to MIT. | Board Members | Open |