



# New Mexico Network for Women in Science & Engineering

**October 2017 Board Meeting  
The Murray Hotel  
Silver City, NM  
22 October 2017**

2017 - 2018 Officers  
Past President - Rebecca Galves  
President - Rebecca Galves  
Vice President - Vacant  
Treasurer - Jeanne Banks  
Secretary - Barbara Torres

**Attendees:**

Rebecca Galves, Jeanne Banks, Cheri Burch, Phyllis Baca and  
Proxies: Dana Roberson, Diane Albert, Barbara Torres to Jeanne Banks

The October 2017 board meeting of the New Mexico Network for Women in Science and Engineering was called to order at 9: 01 AM by Rebecca Galves, 2017-2018 President.

<u>Topic</u>	<u>Presenter</u>
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<b>Secretary's Report -----</b>	<b>Jeanne Banks</b>
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Jeanne Banks distributed hard copies of the August 2017 minutes in Barbara's absence. August 2017 Board meeting minutes were approved as amended and will be sent to the web master for posting.

<b>Treasurer's Report-----</b>	<b>Jeanne Banks</b>
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Total assets — \$24,876.28. The Checking account contains \$7,984.03; savings account balance is \$16,892.25. The financial report will be filed for audit.

Standing Committee Reports

<b>Annual Meeting Chair-----</b>	<b>Mikki Jemin</b>
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The Murray Hotel worked very well as a venue for the combined AAUW and NMNWSE meeting. We would have liked to have more NMNWSE members present. Jeanne Banks will chair the October 2017-2018 Annual Meeting planned for the Albuquerque area on Oct 19-21, 2018.



# New Mexico Network for Women in Science & Engineering

## **Elections-----Yolanda King**

The 2017-2018 NMNWSE Board is:

President: Rebecca Galves  
Vice President/President Elect: Open  
Treasurer: Jeanne Banks  
Secretary: Barbara Torres

Members at Large:

Term: October 2016 – 2018	Sarah Balizan Tinka Gammel
Term: October 2017 – 2019	Phyllis Baca Cheri Burch Casey DeRaad Dana Roberson Rajaa Shindi

## **Archives-----Mary Campbell**

No Report.

## **Communications-----Tinka Gammel**

Tinka was not present to report. However, future actions that would improve communication to the membership were discussed. We talked about a monthly message to the members with information about STEM events and network activities and what would be the best sources for this information. Also thought a member highlight would be valuable.

## **Website----- Diane Oyen**

Requested updates have been made to the website.

## **Membership-----Jeanne Banks/Rebecca Galves**

There are 35 members to date. Jeanne presented a spread sheet on current and recent members. We discussed approach(es) to let people know about our non-fee, one-year Affiliate Membership in NMNWSE for volunteers. We would like to acquire EYH volunteer names, and acquire email addresses where possible, distribute information and give them a welcome letter directly or through EYH chairs. Another approach considered was to have EYH Volunteer recognition events in April. There would be one in Albuquerque for LAWIS,



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and EYH/CEYH, and one in Las Cruces. We could also donate state funding to the EYH and let them use for appreciation events or other mechanisms.

Discussed a recruiting event—maybe at Total Wine, that would be separate from the thank-you events. Also discussed an annual member event not at annual meeting—with a program.

Member survey-submit questions to Becca—goal is to send out survey in January.

### **Fund Raising-----Rebecca Galves**

NMNWSE received \$10,000 Donation from HP. Jeanne attended a STEAM (adding Art to STEM) event at the Rio Rancho HP facility. NMNWSE Central EYH personnel, Amy Reid and Rochelle Larson, gave a Careers in STEM presentation at this event.

Discussion about use of the network 501.c (3) by EYH without our knowledge. In order for an EYH to use our non-profit EIN, we need to know about their fund raising. We have to know for our IRS filing.

Jeanne will provide an MOU to each of the NM EYH Chairs for use of the Network EIN for fund raising.

Becca is still looking into Ford PAS.

### **Policies and Procedures-----Barbara Torres**

Barbara proposed changes/updates to the Policies and Procedures. Each proposed changed was voted upon on 10/21/17 at the Annual Meeting and the results of the vote are reflected in the minutes.

### **Publicity/Outreach-----Vacant**

No update.

### **STEM Outreach-----Cheri Burch**

Contacted Karen Kinsman about the calendar with which she attempts to keep of all STEM events. She gave Cheri the name of the person who keeps the calendar. Cheri will try to get more information for the calendar and to also add events that are missing and validate the events that are there.

Mikki may know how to get some help from WNMU for the calendar effort.

AAUW-NM hosted Tech Trek 2016 at NMT in Socorro for 60 rising-8th-grade NM girls. Tech Trek is a week-long residential STEM camp including core classes and workshops all taught



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by female role models in science, technology, engineering, and math. There is a particular focus on fields in which AAUW's research shows women are most underrepresented, - physics, computer science, and engineering. Core classes offered this year were mechanical engineering, astrophysics, cybersecurity, app writing, and robotics. Girls were from 50 different middle schools across the state, and reflect the demographics of our state. The cost to their families was only \$50, since AAUW solicits donations and grants to support the majority of the costs.

Cheri Burch is attending and observing a meeting of the Central NM STEM Eco-System. It is looking at how to evaluate success of out-of-school STEM activities.

### **Student Awards-----Mercedes Agogino**

Supercomputing Challenge Award went to students from Jackson Middle School. Network provided backpacks and money. Information is posted on the NMNWSE website.

### **IMPACT! Award-----Phyllis Baca**

Phyllis will chair again. Schedule will be updated to give more time.

### Expanding Your Horizons Conferences

### **State-----Rebecca Galves**

Statewide, we will need to complete a final count of backpacks at the conclusion of Spring 17 EYH Conferences in NM. It's time to order new backpacks for 17-18.

### **Local Reports-----Local Chairs**

### **Central-----Rochelle Larson**

No Update. Will be held late January or early February 2018.

### **Los Alamos (Santa Fe) Spring-----Jan Frigo**

No Report.

### **Santa Fe Fall-----Lina Germann**

EYH is scheduled for October 21, 2017.

### **Las Cruces-----Rebecca Galves**



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Clara Graham is chairing the next EYH on the 3rd Saturday in January 2018.

**Western-----Mikki Jemin**

No Report.

**Carlsbad-----Cassie Marrs**

EYH was held October 13, 2017.

Local Chapters

**Central Chapter-----Jeanne Banks**

No Report.

**Northern Chapter-----**

No Report.

**Southern Chapter-----Rebecca Galves**

No Report.

Discussed holding fewer board meetings during the 2017-2018 year. Determined the following Board meeting schedule and locations for next year:

February 10 in T or C.

March 31 or April 7 in Socorro at State Science Fair.

August 11 in Santa Fe.

October 21 in Albuquerque at the Annual Meeting.

October board meeting was adjourned at 11:00 AM.



## New Mexico Network for Women in Science & Engineering

Board Meeting Action Items:

Date Opened	Action Item	Person/ Committee Responsible	Due Date	Status
10.25.15	Provide draft changes to the policies and procedures.	All Board Members		Closed. Vote taken 10/21/17 at AM.
10.25.15	Bring suggestions for student awards to the committee	Board Members	Ongoing	Open. In Progress.
12.5.15	Modified: Provide feed-back to Rebecca on the initial draft Business Plan.	Board Members	Ongoing	In progress. Becca will provide updates.
6.11.16	MODIFIED: Complete the conversion of the Careers Book into Spanish version Put out a call for a native speaker of Spanish Mikkie may have a translator available	Becca Galves	Ongoing	Open In Progress
6.11.16	Look into a phased plan for website transition	Diane Oyen	December Board Meeting	Open In Progress
6.11.16	Create a Network Vision Statement	Becca Galves	December Board Meeting	In Progress
8.23.16	Provide a spec for the website to submit to other web designers.	Rebecca Galves		Closed
8.23.16	Determine if there is an avenue for fundraising with PLTW and Ford PAS.	Phyllis Baca	Next Board Meeting	Closed partially. Ford PAS remains
12.3.16	Coordinate development of a calendar of events where the network can/should participate	Cheri Burch	Next Board Meeting	Ongoing



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Date Opened	Action Item	Person/ Committee Responsible	Due Date	Status
12.3.16	Plan for a Total Wine and More event within a week or two of CeYH. Modified - Look into a Total Wine and More event.	Jeanne Banks	Next Board Meeting	Closed due to more comprehensive scheduling activities.
10.22.17	Develop annual Board calendar of all EYHs and statewide network events and poston website	Jeanne Banks	Next Board Meeting	Open
10.22.17	Submit spec to web designer in CO	Jeanne Banks	Next Board Meeting	Open
10.22.17	Design monthly email message to be distributed to the membership.	Becca	Next Board Meeting	Open
10.22.17	Propose EYH appreciation/ recognition plan at the state level	Jeanne	Next Board Meeting	Open
10.22.17	Member survey	Becca	Next Board Meeting	Open
10.22.17	Plan member event in Albuquerque	Jeanne/Cheri	Next Board Meeting	Open