

## SWIG BUSINESS MEETING NOTES 4/21/09

Present: Katie, Destiny, Raymond, Crista, Ann, Kristen, Maureen, Nancy P., Jodi, Marina

### SWIG Budget

- Because we did not do Philly SYWIG (originally budgeted ~ \$500) or the SWG trip (originally budgeted \$170), and because of our successful efforts to secure outside funding for events like the Special Session (\$990 obtained outside PSU GEOG, not including the EDGE sponsor of Jan Monk's airfare or Michael Solem's transportation) and the local SYWIG Day (\$150 saved through donations), we have a budget surplus of approximately \$1500. According to department rules, we must spend all of the money in our general account by the end of the Spring semester, or we lose it (Marnie says June 15<sup>th</sup> at the latest).
- For the record, we decided not to do Philly SYWIG because our previous contacts at Temple University have departed, and Nicole tried unsuccessfully to drum up support among the existing members of the geography department there. Unfortunately we did not have time to begin new contacts with new Philly schools, so we decided to drop that activity from SWIG's list for the year.
- FYI we also received \$100 for the GPOW Jan Monk Service Award. This has been deposited in the SWIG-GIFTS account. This account has a current balance of about \$385. It is separate from our general account, so we don't have to spend it out. It continues into perpetuity.
- As a group, we brainstormed what we might like to spend our surplus on and then we had Marnie and Rosie come in and let us know if there was anything on the list that would not be allowed, per Dept rules. Here are the ideas:
  - o Networking in Washington D.C. – take a trip with SWIG members to see Kate's SWG talk, and organize meetings with folks at NSF, AAG headquarters, USGS, etc, while we're down there. Katie pointed out that since EDGE data (and our experience) shows that we don't get many opportunities to network with folks for potential careers outside of academia, this might be a good professional development opportunity. Also we could involve undergrads.
    - Ray and Crista said they would be willing to organize
    - We could talk to Roger/Karl for help networking
    - We figured out that we've actually missed the SWG talk this year.
    - There was some worry that we wouldn't get enough people "critical mass" to justify the time/expense needed, and it would have to be organized really quickly.
    - We decided to table this idea until next year, and perhaps to do it in-house. That we could use funds to bring these folks to PSU to maximize participation and it might be cheaper that way?
  - o Women in the Woods – SWIG camping trip/retreat
  - o Supplies for future SYWIG Days – Kristen suggested that we spend some of the \$ on a new pump for the stream table, or some markers, etc for SYWIG Day activities. We decided we could budget \$100 for this.

- SWIG T-Shirts – Destiny suggested we spend the \$ as seed money for t-shirt/sweatshirts with the SWIG logo, which we could then sell as a SWIG fundraiser at a later time. Would be a way to invest the extra \$ in something we could get a return on later. Unfortunately Marnie/Rosie vetoed this idea. They're not sure that this would be allowed at all, but if it was, we would have to turn in receipts for each shirt sold, etc. Too complicated. It might be possible to spend the money on free shirts that we could give to members.
  - More reimbursement for AAG – Rosie said we'd have to check with Brent since the Dept already gave folks their \$250 AAG reimbursement, about whether we could spend SWIG money on that.
  - SWIG Movie Night – Vetoed by Rosie/Marnie
  - Faculty Mentoring Award – this was an idea that came out of the AAG panel session. One of the other SWIGs sponsors a Faculty Mentoring Award that they give each year in their department. The awardee receives a certificate and gift cert to a local restaurant. Interesting way to turn the dept power dynamics around if grads are awarding honors on faculty.
    - Some folks mentioned that the person at AAG talked about how they received some backlash in their dept for initiating this award and we would likely experience the same.
    - Others pointed out this might be true, but that shouldn't keep us from having the option on the table.
    - Marnie/Rosie said this would be okay budget-wise.
  - Staff Appreciation Lunch – Another idea that came from another SWIG member at the AAG panel session was a lunch for the Admin staff. Since most admin staff are women, and our aim is to support women in geography, this might be a great way to acknowledge the admin staff as women and challenge some of the boundaries between our positions.
    - Marnie and Rosie said that this was okay budget-wise.
    - We decided we could budget \$200 for this.
  - End-of-Term Social – SWIG-sponsored party for the end of the semester. Okayed by Rosie and Marnie. We budgeted \$200 for this.
  - Guest Speaker Honorarium – Bring in a guest speaker and give them an honorarium for coming. Donna Haraway will be here soon. Rosie/Marnie said this would be okay, but we decided this would be too hard to organize on such late notice.
  - Lorraine Coffee Hour Lunch – instead of doing a potluck, go all-out and cater Lorraine's lunch from somewhere nice (Chinese food? Sushi?) We decided to budget \$200 for this.
- Based on these ideas and our discussions we decided to allocate our \$1500 surplus thusly:
- Lorraine's Coffee Hour Lunch - \$200
  - Staff Appreciation Lunch - \$200
  - End-of-term SWIG Social - \$200
  - Future SYWIG Day Supplies - \$100

- The remaining \$800 will be returned to the Dept, since we did not do Philly SYWIG/SWG talk. But we will make sure that they know that this surplus exists because we secured outside funding that we have been told we will likely not receive again next year (per Cathy Lyons).

### **GEMS Seminar next semester**

- There's a GEMS event planned for Sept 13 (?), and geography will be doing this year's showcase for the greater community.
- The theme is climate change, and there will be a lunch with several women panelists. Brent/Jodi would like to know if SWIG would like to sponsor the lunch.

### **2009-2010 Officer Elections**

- Once the grad rep elections are finalized, we will request nominations for SWIG officers for 2009-2010. We'll follow the format for grad rep elections, so folks will have a chance to email current SWIG officers with nominations, or post them to the SWIG ANGEL forum. So keep an eye out for that email. :)
- There was some discussion based on the grad rep elections about whether it might make sense for us to reserve a SWIG officer position for a first year grad, or if we should perhaps do a mid-year election. This might help us increase participation from first years, and thereby help SWIG be more open and flexible to membership needs.
- A constitutional amendment would be required to change the officer election procedure.
- Since we've talked all year about how the SWIG constitution needs to be revisited, we decided to introduce this topic at the first business meeting of next year, so that we can work on the constitution as a year-long process. This year's election will take place as usual (4 officers, elected at the end of the Spring semester).

### **Ideas for SWIG for next year**

- Based on the suggestions for the budget above, we decided that we should refer back to these ideas at the beginning of next year, to discuss as potential 09-10 SWIG activities.
- Coffee Hour with Jen Mapes – former SWIG officer and PSU alum has indicated that she would like to come for a Coffee Hour talk next year. When the Coffee Hour Committee next year asks for speaker suggestions, we should suggest Jen.
- Roundtable Series – Crista suggested that we do a roundtable series next year
- We talked about membership involvement again, and there were some comments about making SWIG more open and flexible to member needs – not as beholden to doing the same activities each year (or just adding more to the list).
  - Someone pointed out that we have an opportunity to involve many new people next year since the incoming first year class is much larger than this year's class, and there are 7 or 8 women coming in.
  - Maureen mentioned that this year there seemed to be less room for general discussion.

- Perhaps we need to revisit the committee structure again so folks feel like they have a sense of shaping activities.
- Decided at the first biz meeting of next year to introduce officers, group, and then brainstorm what we'd like to accomplish as a group. Someone pointed out that because of how we do our budgeting with the Dept, we have to decide on activities early-on, which might contribute to the feeling that we are not as flexible with activities. Someone else asked if we could find out from the Dept if we could apply for “startup money” and allocate funds to activities as they are introduced throughout the year.
- Someone mentioned that SWIG should be framed as a platform that allows members to accomplish their goals.
- Lastly, it was suggested that we keep a better paper trail – a file brought into meetings perhaps?

**Volunteers Needed:**

- To help coordinate the Staff Appreciation Lunch
- To plan the end-of-semester social

Notes from Destiny & Katie