

**Student Development Working Group Executive Board Meeting: Minutes**

**18 December 2019, 0900 MST/1100 EST**

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Access Code: 504-662-829

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**Previous Action Items:** (indicate **IN PROGRESS** or **DONE**)

1. *Awards Committee* - Make a timeline for what needs to happen between now and next year. (Colleen)
2. Follow up with PNC representative
3. Reach out to other working group to see what their banking plan is
4. Add new logos to Facebook; circulate **DONE**
5. *All Committees* - If you have not, reach out to current/former committee members in the next few weeks.
6. Statistics for conference survey
7. *Audit Committee* - Graphic for showing spending; percentage/proportion of money spent, not raw data (financial transparency for members; Kristin)
8. *International Committee* - Reach out to interested members/international chapters to get this committee moving forward
9. *Bank Transfers* - Check which banks allow us to add/remove individuals from accounts and how often that can be done
10. *TWS Organization* – for Student Chapters Webinar - make PPT **IN PROGRESS**

**New/Continuing Action Items:** (indicate **IN PROGRESS** or **NEW**)

1. *TWS Organization* – for Student Chapters Webinar - make PPT **IN PROGRESS**

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**Opening**

- Called to Order at 0903 MST/ 1103 EST

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**Roll Call and Approval of Minutes**

- Laken Ganoe (Chair)
- Colleen Hartel (Past-Chair)
- Kristin Bomboy (Treasurer)
- Kathleen Carroll (Secretary)
- Kimberlee Clevenger (Chair Elect)
- Kathryn Burton (Student Advocates for Natural Resource Legislation Committee)
• Cesar Estevo (International Committee Chair)
• Vote to Approve November Meeting Minutes (at 0904 MST)

**Chair Report**

• Student Chapter Advisors/President emails
  ○ We can now directly email these groups/individuals
  ○ Recommendation of gift membership. We don’t need to pursue at this time

• Student Affairs Network
  ○ Outlining tasks and awaiting response

• Webpage Make-Over Committee
  ○ Tasks drafted
  ○ One person responded with interest in specific tasks

**Officer and Committee Reports**

• Past-chair (Hartel, Awards Committee Chair)
  ○ Activities start January and pick up in summer, so little activity
  ○ Can move forward with the pay ahead and may be easier to transfer if we have to pick an alternative student
    ■ Will have to post award earlier, working on new timeline
    ■ PARC does their awards as double blind to increase inclusivity of reviews and may be worth pursuing for us

• Chair-elect (Clevenger, Nominating and Elections Committee Chair)
  ○ Nothing new to report

• Treasurer (Bomboy, Audit Committee Chair)
  ○ PNC - met with representative to discuss Cameron’s email
    ■ May be possible to send our bylaws, meetings minutes, everything to them and have wildlife society headquarters send articles of incorporation, signatures, and letter of authorization to open our own account
    ■ We have our own tax ID number, but we file under TWS so there are messy ownership issues
    ■ PNC locations in conference locations for the next few years
    ■ Account balance is the same as last month and still in TWS’s hands

• Secretary (Carroll, Communications Committee Chair)
  ○ Fewer posts is boosting views, likes, engagement
  ○ Will start pulling down metrics to share

• International Committee (Estevo, International Committee Chair)
  ○ Set up meetings last week
  ○ Feature on committee’s efforts in newsletter

• Student Advocates for Natural Resource Legislation Committee (Burton)
○ Reaching out to other students in other states
○ Want to have a better summary before reaching out
○ Bi-weekly facebook posts

Old Business
● Conference survey (Hartel)
  ○ Statistics update
  ○ Putting together the report for the report
  ○ Will provide some data driven recommendations
● Advertising (Ganoe)
  ○ Committees, Student Affairs Network, SANRL
    ■ Would like to get a page to cover working groups or article in the eWildlifer, uploading to facebook
  ○ Advisors/President email list
    ■ Will send out after the holiday asking to send out information to students
● 2019-20 Operations Plan (Ganoe, Hartel)
  ○ Given the turnover of officers, this gives us manageable goals and a baseline for committees
  ○ Some new Boards/Groups that we could advertise (e.g., EARS) and include in the spring report
  ○ Discussion of different activities proposal
● TWS Organization – for Student Chapters Webinar (Ganoe)
  ○ Get up and running for spring
● Reporting Deadlines (Ganoe)
  ○ Due January 31, 2020
  ○ Taxes, Annual Report, officer form, and bylaws

New Business
● Meeting Minutes on wildlife.org – update/remove
  ○ Ask Mariah to take down meeting minutes over 1 year old
● Spring Report to Council
  ○ Review Operations Plan
  ○ Includes any action items we want on the council docket
  ○ We typically don’t have too many spring recommendations, unless for conference
  ○ Due Jan. 15
  ○ Schedule next meeting before due date
● Symposium – “Wildlife for Everyone, With Everyone”
  ○ 2 years ago we hosted a symposium
○ Perspectives from different groups (grad students, undergrads, early career, specific interest groups)

● Group Achievement Award Nominee – Texas A&M (job board)
  ○ Spearhead a nomination for this award
  ○ Some concern over jobs that have been posted that are “pay-to-play”, are there quality checks on this site?
  ○ Agreement that it is a great resource
  ○ Will reach out to the Early Career Professional Working Group

● Council Diversity Subcommittee – brainstorm
  ○ Soliciting comments/questions/concerns about diversity from TWS
  ○ What does our working group want from this committee?
  ○ Does TWS need a diversity committee?
  ○ Soliciting an ombudsman in TWS to handle Title IX issues

For the Good of the Order

Adjournment
  Kristin motion to adjourn meeting; Colleen seconded; unanimously passed
  Meeting adjourned at 1014 MST/1214 EST