



The University of Texas Health Science Center at Houston

## **Minutes for meeting held Thursday, December 4, 2008**

**Attendees:** Mary Ann Adkisson, Terri Armstrong, Carmela Bourgeois, Gina Chappell, Vicky Esse, Angel Hooper, Allegra Johnson, Karen Krakower, Sheryl McCurdy, Catherine Merriman, Karen Minich, Beverly Moore, Hariyadarshi Pannu, Kathy Rodgers, Michele Stanton, Priya Weerasinghe

**Excused Absences:** Llonda Collins, Carrie Dodrill, Allegra Johnson,

**Unexcused Absences:** Beverly Moore, Irmi Willcockson

**Meeting called to order at 11:30 AM by Kathy Rodgers (Ex Officio).**

Carmela Bourgeois took the minutes for this meeting.

### **Chair & Chair-Elect Announcement**

- Chair: Dr. Hariyadarshi Pannu from UT Medical School
- Chair-Elect: Dr. Terri Armstrong from UT School of Nursing

**Meeting continued by Hariya Pannu.**

### **General Information**

- A motion was made and seconded to approve the October 16, 2008 meeting minutes.

### **Distinguished Professional Woman Award**

- Kathy Rodgers to contact Dr. Cheryl Perry to advise of award and obtain date for travel.
- Carmela Bourgeois to coordinate with Dr. Perry and IMM to reserve the atrium.
- Anyone interested in becoming a volunteer in the Logistics Committee to contact Carmela Bourgeois.
- Karen Krakower to make announcement in News on the Go and create a more thorough announcement in Distinctions' March issue.

### **President's Award for Mentoring Women**

- Nomination forms to be updated on the website.
- Mass email to be sent requesting nominations.
- Deadline Friday, January 16, 2009.
- CSW Review Committee will review all nominees one week later. For appropriate review of peers the committee must consist of faculty, classified staff and administrative & professional. Anyone interested in becoming a committee member to contact Carmela Bourgeois.

**Dress for Success**

- Inquire if Llonda Collins would like to head the committee.
- Contact Dress for Success to inquire their preference of donation.
- Anyone interested in becoming a volunteer for the Logistics Committee to contact Carmela Bourgeois. Michele Stanton and Mary Ann Adkisson volunteered to assist.

**CSW Survey – Update**

- Sheryl McCurdy to contact Dr. Aday and begin assembling a survey.
- Hariya Pannu requested a Survey Committee to be formed. Anyone interested in becoming a committee member to contact Carmela Bourgeois.
- If you have any concerns that you would like to see in the survey contact Carmela Bourgeois or Hariya Pannu.

**Meeting Adjourned**

**Next Meeting: Thursday, January 8, 2008 from 11:30 AM – 1 PM in UCT 1505C.  
Dr. Kaiser has been invited to attend.  
Lunch will be provided.**