



Executive Committee Meeting
Wednesday, August 4, 2021
Via conference call

Minutes

Call to Order

The meeting was called to order by Dr. John Smith, President, at 2:01 PM via video conference.

Present

John Smith, Demetria Kelly, Margaret Lomas Carpenter, and Heather Miller

Absent

Victor Lopez, Alisha Harrison, and Matt Painter

Old Business/President Updates (John)

- Approve minutes from July 2021 meeting
 - Motion to approve meeting minutes (Demetria 1st Margaret 2nd)

New Business (John)

- Texas Swing Calendar 2021 (Still Waiting)
 - No Updates
- Virtual Graduate Fair (Update)
 - Can be found on Handshake

Financial Report (Matt)

- Monthly Update (Herewith)

Committee Chair Reports

- Membership (Alisha)
- Communications & Marketing (Vacant:)
 - Vacant position; it will be posted on our website; nominations welcomed
- Professional Development & Strategic Initiatives (Victor)
 - Virtual Fair Platform
 - Still working on it. Meeting with A&M rep to get more information. Will have that soon.
 - Speaker Series
 - Need a contact to run a resume workshop or some type of job training. Email Victor if you have someone in mind.
 - Mentorship Program
 - Will be meeting with Mentors to get a feel for how it is going. Mentors and Mentees are working through some paperwork and goals at the moment.

- Summer Institute (Demetria)
 - Email was sent with shared google doc containing hotel information
 - She will be looking into other hotels from Austin to San Antonio
 - She will be in contact with board members to receive feedback on top hotel choices

Discussion Items

Motion for Adjournment

A motion for adjournment was entered at 2:23 PM (Margaret 1st; Heather 2nd)

