

# TWC ALUMNAE Quarterly BUSINESS MEETING

## **FINAL: APPROVED MINUTES**

**9/22/2007**

**Opening:** The regular *TWC Alumnae Quarterly Business Meeting* was called to order at 1:33 p.m. on Saturday, 9/22/2007 in the Garden Room at the Chambers Center by Dianne Calhoun, Meeting Chair.

**Present:** Judith Brown, Nancy Butterfield, Dianne Calhoun, Lynn Gangone, Ruth Glenn, Kathy Hoover, Penny Mastin, Dena Miller, Cindi Remley, Amelia Sapp, Janet St. John, Pauline Van Buckley, Liz Withers

- I. Call-to-Order and Welcome** Dianne Calhoun called the meeting to order at 1:33 p.m. and welcomed everyone. A short break was taken at 2:45 p.m.
- II. Introductions** Dianne asked each member to state their name, the year of graduation, and a benefit from attending The Women's College.
- III. Meeting Guidelines** Dianne referred each member to the following meeting guidelines: 1) Be respectful of others when they are talking, 2) Limit sidebar conversations, 3) Stay focused on the agenda, and 4) Limit time for updates to 10 minutes per committee if possible. (Updates should be a summary of what you are planning in your committees or what you need help with from other Alumnae. Detailed information is usually taken care of in committee meetings.)
- IV. Approve Previous Meeting Minutes** Dianne Calhoun asked Liz Withers to handle the approval of the previous meeting minutes.

**5/19/2007 Minutes** (*Liz Withers*):

- One change was recommended by Betsy Clark via e-mail.  
Listed under: **Community Involvement/Project Homeless Connect**:  
From: "...organization (?) which...."  
To: "...organization, **a small homeless shelter for women called**  
.....**The Dolores Project**, which...."

The above correction was read and recommended to the committee. Since there were no objections and no further corrections, Liz Withers will make the correction for Betsy Clark and submit the final to the Chair, Dianne Calhoun.

- V. DU Alumni Council Updates** (Dianne Calhoun) Dianne provided the following report on the Roundtable with Chancellor Coombe:
- The meeting with Chancellor Coombe went well. He asked for our ideas and opinions about what DU could do better to communicate with us and to help us communicate with each other. They are working on implementing some form of communication tool that Alumni can use for communication.
  - In the past, they have helped us financially, and they will continue to do so.
- VI. TWC Update** (Amelia Sapp and/or Dean Gangone) The following reports were made:
- Lynn Gangone provided a brief update on what is happening at The Women's College:
    - We are in the 2<sup>nd</sup> class weekend of the new academic year.
    - There are 49 new and transferred students. This number exceeds our goals, which is a slight upward trend. In the past, we have had more transfer students than new students. This time, we have a different mix of 42% new students and 58% transfer students. The overall continuing and re-entry numbers are tracking well.
    - We have had 300 students for the past several years. We are all recruiting and looking for the numbers to go up. This says to us that some of the marketing initiatives and programs that are coming from Nancy Hemming's shop have turned us all into recruiters. The Corona Research Study that was completed at the end of the summer created a demand model to show us where the choke points were—where we lose the interest of a prospective student. We know that there are over 308,000 women in the Denver area who do not have bachelor degrees. That means that we have a tremendous opportunity to continue to reach out to the women in the Denver Metro Area.
    - The challenge that we have is to be the best known college. About 94% of those surveyed knew about the University of Denver, but only a little over 30% knew The Women's College. Therefore, we have to align more clearly with the University of Denver. We need the Alumnae Association's help to market The Women's College.

- The next phase is that we are going to work with Corona Research to conduct a series of focus groups with prospective students and area business leaders. With the prospective student market, we will try to do market segmentation. The other piece of the puzzle is that we are going to be engaging in a Comprehensive Strategic Planning Process. Basically, we believe we have an amazing foundation and we need to create an environment, 24/7, and look at how we can advance girls and women.
- This facility can hold 400 students. For a variety of reasons, we have experienced a decline in enrollment since the late 1990s. We were at 500 students at one time. We are around 300 and if we could maintain 350 consistently, that would be a real achievement. This past summer/fall we lost 8 students. We are having a hard time keeping track of students. Our challenge is knowing how to bring the students back after they have stopped-out. However, we feel we have the staff to help us.
- Lynn thanked us for our patience and flexibility in scheduling and re-scheduling community events.
- Amelia Sapp provided an overview of her areas of responsibility:
  - Amelia has received e-mails regarding the modification of the *Fall Induction Brunch*. She will help in any way she can to help facilitate in working out the details.
  - Cathy Dwyer, a former professor at The Women's College, passed away from ovarian cancer this past Monday. Cathy had battled this disease for 2 years. (Lynn provided a copy of the write-up.)
  - Nancy Butterfield and Millie Wilson are on our committee for the *Hanging of the Greens*. The committee is bringing back a *Hanging of the Greens Choir*. This choir will sing the procession in and the recession out. One of the songs that will be sung is, "Never Could Have Made It." If you are interested, contact Nancy Butterfield [nancyeb27@yahoo.com](mailto:nancyeb27@yahoo.com) or sign the sheet that is now going around. No experience is necessary to be a member of this choir. What we need is a strong Alumnae presence and great energy. This year the *Hanging of the Greens* will be on 12/15/2007.
  - Amelia replaces Lorni Sharrow as TWCAA Staff Liaison. She had lunch with Lorni the other day and Lorni sends her love to all and she is doing very well.

- Amelia displayed the new TWC fall clothing. We have a great vendor and reasonable prices. Providing this service is a powerful source of referral. For more available TWC clothing and items, see Amelia in the Chambers Center, 1<sup>st</sup> floor.
- Amelia stated that she had the invitations and labels on her desk for the *Fall Induction Brunch*. Dianne asked that this task be completed today during our meeting.

## VII. Committee/Activity Updates (Sub-Committees)

- **Update for TWCAA** (*Dianne Calhoun & Kristene Elmore*) Kristene was unable to attend our meeting today. Therefore, Dianne provided the following report:
  - The completed election results are in and they are:  
Janet St. John (Chair)  
Kathy Hoover (Co-Chair)  
Betsy Clark (Secretary)  
Penny Mastin (Co-Secretary)
  - Janet will be contacting interested members to fill committee chair positions that are being vacated this year.
  - A training session for new board members will be held on 12/8/2007 (tentative date) from 1:00 – 4:00 p.m.—more details will follow.
  - A new tentative calendar is on-line.
  - Both the outgoing and incoming officers will conduct the December meeting. (Please see an update on the attached calendar. Change received from Dianne Calhoun regarding a November meeting instead of December.) The incoming officers will then begin their term next year.
- **Secretary Updates** (*Liz Withers and Betsy Clark*)
  - **Liz Withers:** It is time to update our lists. More information will be sent out. Please update your information with us.

- **Liz Withers for Betsy Clark:** Liz is handling the Corresponding Secretary duties while Betsy is away on family business. If you know of individuals who have had recent difficulties or successes, let Liz know and she will send out a personalized card. Liz provided the following report since she has taken on this responsibility: “get well” card was sent to Debra Haynes (recovery time from a bus accident a year ago), “thinking of you” card was sent to Betsy Clark (mother with slight stroke/in a coma), and three other requests were just received and cards will be sent out within the next few days.
- **Events** (*Ruth Glenn and Angela Quast*): Ruth reported the following:
  - We are two weeks behind in getting the invitations out for the *Fall Induction Brunch*. Help is needed! After much discussion, labels will be placed on the invitations during this meeting.
  - There is a conflict with our *Fall Induction Brunch and the Fall Luncheon* this year. Therefore, we will have a shorter program; it will start at the same time, with lighter refreshments to accommodate this change. Following our brunch, you will have an opportunity to hear the Dean’s College Address at the *Fall Luncheon*. Registration for the *Fall Induction Brunch* and the *Fall Luncheon* can be handled on-line. Amelia can now take your credit card information over the phone.
  - We need volunteers to call and invite the graduates, (approximately 40), read script during the induction, set-up and take-down room, make scrolls, hand out candles, take pictures, and handle registration desk. If you can help us, please sign the sheet that is being passed around.
- **Communication** (*Janet St. John*): Janet reported the following:
  - Janet did not get feedback from any of the committees for the newsletter. Therefore, we did not have a newsletter that went out, but Janet did work with Dianne to prepare an abridged version of the newsletter. This newsletter was given to the summer graduates at the graduate breakfast. She will be contacting the committee chairs to get an update and also to find out their interest in staying on or going to another committee.

- There is an urgent need for volunteers to write an article for the *Alumnae Corner* in *The Weekender*. Note: *The Weekender* is changing its name. Kathy Hoover and Ruth Glenn indicated that they would be interested in writing for the column. Thank you! Janet would also appreciate impressions from those who attended the *TWC Philanthropy Fair*. She asked if there were any ideas on other items that could be included in the newsletter. After some discussion, we determined there were no limitations.
- The following committees currently are open and need to be filled:
  - Event Committee (2)
  - Archives Committee (1)
  - Alumnae/Student Relations-Recruitment Committee (1)
  - Outstanding Alumnae Awards Committee (1)
  - Scholarship Committee (2)
 Janet will be sending out an e-mail regarding these open positions.
- **Mentoring** (*Marguerite Purchio*) Judith Brown reported the following for the Mentoring Committee:
  - The Mentoring Co-Chairs for the new school year are: Judith Brown, Cate Sawyer, and Marguerite Purchio.
  - They met with students the last weekend of the summer quarter and the first weekend of the fall quarter. The turnout was very good. Fliers and applications went out and they are due today, 9/22/2007.
  - The original date for the Mentoring Orientation was scheduled for 9-29-2007 at 10:00 a.m. in the Garden Room at the Chambers Center. Marguerite will be out-of-town and asked to have the date changed to 10-27-2007. After much discussion, those in attendance recommended that the original date be kept 9-29-2007, since the original date has been scheduled.
  - Janet St. John asked the question: “How many protégées do we have this year?” Judith did not have an exact number at this time, since the applications were due today. Judith stated that being on this committee will be a great learning experience.

- **Community Involvement** (*Kathy Hoover*):
  - **Race for the Cure**: Yesterday was the last day to register on-line. There are eight people on our team this year. If you want to join us, just register at a local place like *Runner's Roost*. Kathy will pick up the shirts this weekend. More details will be worked out after this meeting.
  - **9Cares Colorado Shares/The Women's Bean Project**: In the past, we have helped out *9Cares Colorado Shares*. However, we have observed that there are almost too many volunteers. Kathy asked the questions if we would consider another organization in need. Kathy recommended the *Women's Bean Project*. She explained that they needed assistance during December to fill orders on the production line. Kathy will find out more details like, "Can we volunteer on nights or weekends?" More information will be coming.
  
- **Scholarships** (*Shirley Seitz & Dianne Calhoun*) Shirley was out-of-town so she was unable to attend our meeting today. Dianne reported that Shirley will be stepping down as Chair because of the term limit. Let us know if you are interested in replacing Shirley. There is nothing else to report.
  
- **Colorado Booklovers** (*Karen Mauler & Dana Conroy*) Kristene Elmore is now the Chair for the Book Club. Dana Conroy will continue as Co-Chair. Since Kristene was unable to attend our meeting today, Dianne reported the following information. The August 11<sup>th</sup> meeting was a great time; seven ladies attended the lunch at *Racine's* prior to the meeting. Regarding the September 8<sup>th</sup> meeting, there was confusion around the meeting place: Karen Mauler sent out an e-mail stating that the meeting would be at Kristene Elmore's new work location and it was noted that Kristene had sent out another e-mail stating that it had been moved to Kathy Hoover's house. Unfortunately, not everyone received both e-mail messages. Due to this confusion, the book club did not meet at either location. More information will follow regarding the next Book Club meeting.
  
- **Archives Committee** (*Bonney Armstrong*) Nothing to Report
  
- **Alumnae/Student Relations/Recruitment** (*Flo Day*) Nothing to Report
  
- **Outstanding Alumnae Awards** (*Karen Mauler*) Karen will be making a push for nominations in December. She will try to include an article in the next e-newsletter.

### **VIII. Round Table Discussion-New Business (*Everyone*)**

- ***Hanging of the Greens:***
  - Celebrate the successes of our seniors by attending *The Hanging of the Greens*.
  - The Alumnae cost to attend the *Hanging of the Greens* is unknown at this time; this question will be taken to the committee.
  - Attendance is highly encouraged.
  - This year, TWC Alumnae will be asked to speak.
- ***The Baby Haven:***
  - Recently, Penny Mastin went on a tour of a correction facility.
  - During the tour, Penny learned that *The Baby Haven* is in need of volunteers. Contact Penny if you are interested in volunteer opportunities (pmastin@du.edu).
- ***Domestic Violence Awareness:***
  - *Domestic Violence Awareness* month is in October.
  - There will be a rally at the west steps of the Capitol from noon until 2:00 p.m. on the 1<sup>st</sup> Tuesday of October.
  - One of the guest speakers will include a survivor.

### **IX. Adjournment/Parking Pass Count:**

- **Meeting Adjourned:** 3:15 p.m. by Dianne Calhoun, Meeting Chair
- **Parking Passes Used:** 6
- **Next Alumnae Association Quarterly Business Meeting:**
  - **November 17, 2007**
  - **1:30 – 3:30 p.m.**
  - **Chambers Center /Garden Room**

- **Handouts Provided in Meeting:**

- *Write-up of Cathy Dwyer*
- *Business Card for Amelia Sapp*

Submitted by: Liz Withers, TWCAA Secretary 10/11/2007

**APPROVED:** 11/17/2007

ATTACHMENT 1

**ALUMNAE ASSOCIATION 2007 EVENT CALENDAR**

EVENT	DATE	COMMENTS
TWCAA Fall Induction Brunch	October 13, 2007	<ul style="list-style-type: none"> <li>• 10:00 a.m. – Noon</li> <li>• Garden Room/ Chambers Center</li> <li>• \$15.00 (Inductees Free)</li> <li>• <i>Fall Luncheon</i> will follow (You will have an opportunity to hear the Dean's College Address.)</li> </ul>
TWCAA Book Club	October 20, 2007	<ul style="list-style-type: none"> <li>• <i>The Memory Keeper's Daughter</i> by Kim Edwards</li> <li>• 1:30 p.m.</li> <li>• 1604 Gaylord Street, Denver, CO (northeast side of Gaylord at 16<sup>th</sup>)</li> </ul>
TWCAA Mentoring Program  <i>Mentoring Orientation</i>	<p><b>CHANGE</b></p> <p>From: 9/29/2007</p> <p>To: October 27, 2007</p>	<ul style="list-style-type: none"> <li>• 12:15 – 1:15 p.m.</li> <li>• Room 160</li> <li>• Chambers Center</li> </ul>
Alumnae Association Quarterly Business Meeting  *****  RSVP to one or both events	November 17, 2007	<ul style="list-style-type: none"> <li>• Lunch with TWC Students</li> <li>• Driscoll</li> <li>• 2 Hour Meeting: 1:30 – 3:30 p.m.</li> <li>• Chambers Center/ Garden Room</li> </ul>
TWC Hanging of the Greens	December 15, 2007	<ul style="list-style-type: none"> <li>• SAVE the DATE</li> </ul>