# AAPG Women’s Network (AAPGWN)

Charter drafted in 2019 by: Amanda Haddad, Terra George, Stephanie Nwoko, Lee Avary, Ewa Ginal-Cumblidge

AAPG Executive Committee Liaison: Laura Johnson

AAPG Staff: Audrey Corte (Programs Coordinator), Susie Nolen, Vern Stefanic (Media), Gretchen Flint (Media), Alan Wegener (Global Events Coordinator), Richard Ball (Treasurer), Brian Ervin (AAPG Explorer Editor)

## Mission

The mission of AAPG Women’s Network (AAPGWN) is to make a positive difference, provide guidance, support, increase participation and promote the advancement of women in geosciences and the Energy Industry. The emphasis will be on education, outreach, support, leadership development, and ultimately, retention and engagement. The AAPGWN will interact with men and women in geoscience, their peers and employers, educational institutions, and professional societies to accomplish this mission.

## Vision

The vision of the AAPGWN is to lift the status of women in the petroleum geosciences such that women’s issues become non-issues.

## Goals

The goals of AAPGWN are:

1. To recognize and improve the visibility of AAPG women geoscientists and their technical competency and contributions.
2. To provide meaningful opportunities for professional development, career growth and networking.
3. To champion inclusion and diversity initiatives in the petroleum geosciences.
4. To collaborate with other societies and groups that promote inclusion and diversity.
5. Promote the study of STEM in primary schools, high schools and universities.

## Membership

The AAPGWN is a special interest group with a chair or two co-chairs, a past chair, a treasurer liaison, a secretary, several initiative leads, an advisory council and members from all over the world. Expressions of interest in becoming a chair, co-chair, treasurer liaison, secretary or initiative lead should be submitted in October. All terms will run from January 1 to December 31.

### Chair / Co-Chair

The Chair/Co-chairs will be appointed by the presiding Chair/Co-Chairs of AAPGWN. The term of Chair/Co-Chair will be two years and will be staggered to ensure continuity and overlap.

The responsibilities of the Chair/Co-chairs are to:

* Liaise with treasurer liaison, initiative leads, AAPG Executive Committee liaison and staff on AAPGWN activities and alignment with mission/vision/goals.
* Liaise with membership to ensure all needs are being met.
* Lead teleconferences.
* Manage communications with members, AAPG and sister organizations.
	+ Email AAPG regarding AAPGWN re-branding and call for membership.
	+ Email AAPG student membership to gain members.
* Notify AAPG Executive Committee liaison of any changes in leadership or activities.
* Be the main advocate for AAPGWN inside and outside AAPG.

(Current Co-chairs: Terra George, Amanda Haddad)

### past chair

When a new Chair/Co-chair is appointed, the outgoing Chair/Co-chair will become a Past Chair.

The responsibilities of the Past Chairs are to:

* Mentor and support the chair and co-chair.
* Liaise with Advisory Council.

Co-chairs: Terra George, Amanda Haddad

### Treasurer LiaIson

The Treasurer Liaison will be appointed by the Chair/Co-Chairs of AAPGWN. The term of Treasurer Liaison will be two years and will be staggered with the election of the Secretary.

The responsibilities of the Treasurer Liaison are to:

* Find out how other SIGs handle their finances.
* Learn about AAPG’s and AAPG Foundation’s budget cycles.
* Sort out issues with AAPG budgeting.
* Gain clarity on fundraising.
* Liaison with Initiative Leads on budget needs.
* Report regularly to the Chairs/Co-Chairs at teleconferences and the Annual Meeting.

Treasurer Liaison:

### SECRETARY

The Secretary will be appointed by the Chair/Co-Chairs of AAPGWN. The term of Secretary will be two years and will be staggered with the election of the Treasurer Liaison.

The responsibilities of the Secretary are to:

* Keep record of AAPGWN meeting minutes and action items.
* Report regularly to the Chairs/Co-Chairs at teleconferences and the Annual Meeting.
* Set and send agenda for teleconference to AAPGWN members one week ahead of time.
* Update calendar of events.

Secretary:

### Advisory Council

The Advisory Council will be composed of past chairs of AAPGWN (formerly PROWESS) and other members of AAPG.

The responsibilities of the Advisory Council are to:

* Mentor and support AAPGWN by providing guidance and advice wherever appropriate.
* Liaise with the Past Chair of AAPGWN.

(Current Advisory Council Members (to be confirmed by the Past Chair): Denise Cox, Barbara Tillotson, Robbie Gries, Vern Stefanic, Jessica Moore)

### INitiative Leads

The Initiative Leads will be appointed by the Chair/Co-Chairs of AAPGWN. The terms of Initiative Leads will be two years.

The responsibilities of the Initiative Leads are to:

* Draft the mission statement of their respective initiative groups.
* Coordinate activities of the initiative.
* Report regularly to the Chair/Co-Chairs at teleconferences and the Annual Meeting.
* Liaise with Treasurer Liaison on budget needs.

## initiatives

### ACE/ICE events

Beginning in 2007, AAPGWN has sponsored a short course at ACE and often a short course at ICE. Topics to further the careers of registrants have covered technical skills as well as professional development.

* Need to brainstorm ways to get more mileage out of ACE/ICE presence.
* High-grade ideas/events and see who we can partner with.
* Contact female petroleum geoscientists to host technical short courses and organize events.
* Make visible the contributions of women in industry, regardless of background.
* Highlight more technical work from women by having them give technical workshops/talks. Not panel discussions. Impactful technical talks.

Initiative Lead:

Interested parties: Edie Allison, Denise Cox, Lee Avary, Rachelle Kernen, Marie Stella Sonuga (ICE)

### PUBlicity

Utilize the AAPG website and appropriate social media platforms to engage, support, and energize current and prospective women in the energy business, and establish AAPGWN as a dynamic organization for women in energy.

* Improve visibility of AAPGWN by improving the website and social media posts.
* Host regular meetings with AAPG to discuss monthly social media campaigns.
* Advertise AAPGWN re-branding on LinkedIn, Facebook.
* Coordinate monthly newsletters.
* Coordinate “WiN column” contributions to AAPG Explorer; Encourage women geoscientists to publish in the AAPG Explorer and AAPG Bulletin.
	+ AAPG Explorer articles due on the 12th each month.
* Post talks by women leaders about their career paths to podcasts.
* Advertise AAPGWN re-branding in a 30-45 second video.
* Liaise with AAPG to publish the videos in a reasonable amount of time.

Initiative Lead:

AAPG Contacts: Gretchen Flint, Brian Erwin

Interested parties: Denise Cox, Aimee Villareal, Rachelle Kernen, Marie Stella Sonuga, Bradi Cruz

### Events outside ACE/ICE

Technical talks, field trips and webinars held outside of ACE/ICE.

* Coordinate standalone technical talks, field trips and/or webinars held outside of ACE/ICE at regional or local

Initiative Lead:

AAPG Contacts: Gretchen Flint, Vern Stefanic

Interested parties: Denise Cox, Aimee Villareal, Rachelle Kernen

### Webinars/Technical events/field trips

Webinars, technical events and field trips focused on topical subjects.

* Coordinate topical webinars (career coaching, technical topics, etc.)
* Coordinate technical events and field trips.
* Liaise with AAPG staff on hosting webinars.
* Liaise with Publicity Initiative Lead to advertise webinars.

Initiative Lead:

Interested parties: Denise Cox (Career Coaching), Aimee Villareal, Rachelle Kernen, Kristina Butler

### Awards & Nominations

Identify association and affiliated society award and leadership opportunities for which AAPGWN members may be eligible. By nominating AAPGWN candidates, we serve as advocates and help to showcase and enhance recognition of the unique accomplishments of our women geoscientists.

* Nominate more women for highly valued awards.
* Nominate more women for honorary lectures.
* Liaise with AAPG on current awards and nominations forms and deadlines.
* Liaise with Publicity Initiative Lead to advertise nominations deadlines and call for submissions.
* Coordinate submission of award nominations for women petroleum geoscientists.
* Encourage women AAPG members to join the Board, apply for nomination to AAPG Executive Committee positions, seek election to the Advisory Council representing their Section/Region.
* Encourage women to become AAPG Division leaders and members of the AAPG House of Delegates.
* Hold a telecon with AAPG on the requirements and process to serve on the Board, the HoD, Advisory Council, Divisions, etc.
* Coordinate AAPGWN award. Make award prestigious enough that Executive Committee will want to feature it. Write description of award and advertise in ACE Bulletin and AAPG Explorer.

Initiative Lead:

Interested parties: Lee Avary, Laura Zahm, Aimee Villareal, Rachelle Kernen, Marie Stella Sonuga

## Policies

### MemberSHIP

All members must be a member of AAPG or become a member of AAPG within a year of joining the AAPGWN.

To be considered “active”, an AAPGWN member should be active in at least one AAPGWN committee.

### Meetings

Teleconferences will be held monthly or quarterly to discuss upcoming events, give updates on recent events, discuss committee updates and other AAPGWN business. The teleconferences will be open to all current and prospective AAPGWN members. At this meeting, or prior to the meeting via email, the Initiative Leads will provide an update on the committee’s activities.

A face-to-face meeting will be held once a year with the majority of AAPGWN leadership present. This meeting will be open to all current and prospective AAPGWN members. At this meeting, or prior to the meeting via email, the Initiative Leads will provide an update on the committee’s activities.

### Communication

The AAPGWN webpage on the AAPG website will be easy to find from the AAPG homepage and will have a method by which a new member can join AAPGWN. The webpage will also be kept up to date by the Communications Committee chair with announcements, meeting minutes and other key communications. The webpage will also contain links to AAPGWN social media accounts, profiles of current officers and members, and the mission and goals of AAPGWN.

### changes to the Charter

Majority vote from the AAPGWN active membership and leadership team will be required to make changes to Charter.