

ASQ NY/NJ Metropolitan Section #300
Meeting Minutes for ASQ NY/NJ Metropolitan Leadership Team
June 21, 2011

Location: Seven Grill, New York, NY

Attendance: Tim Leary, Sandor Juhasz, Samir Joshi, Austin S. Lin

Meeting Called to Order: 6:25 pm

Item	Discussion	Decision/Assignment
1	Brainstormed on ideas for increasing social networking and interactivity between Metro and its members.	Ideas captured from the brainstorming were a Metro “Facebook” equivalent; For ASQ Metro to have a Twitter feed to announce meetings to members—particularly as a tool to reach out to student chapters. Would be an additional touch beyond listserv communications—users would be “opting in” by themselves “Following” Metro.
2	Reviewed SWOT (Strengths-Weaknesses-Opportunities-Threats) analysis as a tool we can use as a Section to strategize against our yearly objectives.	Plan to use our Leadership Meetings as a forum for training/hands-on application of this and other business tools. Tim/Samir may lead a SWOT session at future sessions.
3	Student Chapter interactions	Communicate Metro General Meeting schedules with Student Chapter meeting schedules so that we can ensure someone from the Extended Leadership Team (Board + Officers) is always attending a student chapter meeting for continuity and support.
4	Metro Mentoring Programs	Mentoring is an important element of succession planning for ASQ Metro as well as a general service to our members. Mentoring can occur at the Professional-to-Student level, as well as link young QA professionals to other members in the Section. Mentoring topics can include work/life balance, career development, certification, and leadership opportunities within ASQ locally or nationally.
5	Regular Member Social Events	Agreed to develop a list of activities to encourage more Section member interaction in a more casual setting, including golf outings, family centric gatherings, spouse nights, and tours. Need to decide if the correct forum for pursuing this is through the program committee or through a separate committee---would this be a good opportunity to have some student members involved in the planning process?
6	Certification and Recertification Services	Get feedback from recertification chair for Pareto of top 3 certifications being sought by Metro members. Can choose to pursue this in a couple of ways: (1) offer more

		certification training for these top requests, but will compete against an already strong education program in North Jersey (2) Offer advanced versions of these trainings for individuals who have the certifications but want to develop additional mastery (3) Create “forums” such as “CQE Forums” to allow those with the certification to interact and network and exchange best practices/ ideas.
7	Leveraging Success of Deming Conference	Brief discussion, tabled until next meeting for other ways to leverage scope and revenues from Deming to give back to Section and grow capability. Contingency plan for Deming—what would happen if “there was no more Deming” what would be our contingency plan for funding?

Adjournment: Meeting adjourned at 9:00 pm.

Meeting Minute Distribution: Austin Lin, Jorge Rosas, Sandor Juhasz, Michael Tedaldi, Tim Leary, Samir Joshi and Andy Frohn

Next Meeting: July 27, 2011, 6:00 pm, Affinial Hotel 371 7th Ave

**June 21, 2011 ASQ NY/NJ Metropolitan Leadership Team
Meeting Agenda**

Agenda Distribution: Austin Lin, Jorge Rosas, Sandor Juhasz, Michael Tedaldi, Tim Leary, Samir Joshi and Andy Frohn

Meeting Agenda Topics:

1. Accept Last Meeting's Minutes.
2. Progress the discussion to revise the Vision Statement for the Section.
3. Advance the discussion for proposed Section Principles as recommended at the last meeting:
 - A. Collaborate with other Sections,
 - B. Promote quality using Public Relations principles,
 - C. Promote mentoring,
 - D. Be a customer driven organization,
 - E. Find opportunities for investing in our Vision,
 - F. Promote ASQ ethical and moral values,
 - G. Promote quality among the talent pipeline,
 - H. Operate with procedural and fiscal responsibility, disciplined, goal orientated and measurement based.
4. Advance the discussion for Student Chapters as recommended at the last meeting:
 - A. Student Chapters should have a representative attend the Leadership Meetings,
 - B. Have a student member appointed to our Committee Chairpersons to learn and help,
 - C. Change our meeting time to get more student participation,
 - D. Explore getting the Fordham Deming Scholars as Section Members.
5. Standard Operating Procedure for communications to Metro Membership.
6. New Leader on boarding checklist.
7. New Business.
8. Set a proposed agenda, date, time and location for the Next Meeting.