



Society of Woman Geographers

PROGRAMS COMMITTEE CHARTER

Purpose

The Programs Committee is established by the Board of the Society of Woman Geographers to organize and produce substantive and informative programs given by Society members in good standing for the Society's membership, and public consumption via the Society of Woman Geographers' YouTube Channel.

Members

The Programs Committee shall consist of at least three SWG members of whom at least one shall be a member of the Board of Directors. Following an SWG election, and upon board approval, a Chair of the Committee shall be elected for the next year. When a new Chair is elected/re-elected, she will begin her term as of January. The Chair is responsible for calling and leading each committee meeting, providing guidance to the committee and submitting a monthly committee report to the Board of Directors. When required, a majority of the committee's voting membership shall constitute a quorum to conduct business.

Meetings

The Programs Committee shall meet at those times determined by the Chair of the Committee. Meetings are usually held by videoconference and communication by email shall occur between scheduled meetings.

Reports

The Programs Committee shall deliver monthly reports to the Board and provide updates on recent activities.

Responsibilities

- To organize and produce programs by Society members and present them to the Society membership. These programs will also be uploaded to the Society of Woman Geographers YouTube channel with permission of the presenter.
- The Programs Committee will ensure that programs uploaded to the Society's YouTube channel are of professional quality.
- Ideally, one program will be presented each month alternating presentations by Corresponding Members and At-large members.
- The Programs Committee will contact recipients of SWG Fellowships and help them arrange to make their required presentations to the membership.

- The Programs Committee will cooperate with the local SWG groups to assist in making their group presentations available to the entire SWG membership and appear on SWG's YouTube Channel.
- To work with groups to encourage group meetings to be hybrid and open to all members.
- To additionally supply content for the SWG website and eNewsletters when applicable.

Length of Commitment

The Programs Committee term aligns with the SWG fiscal year and the induction of new officers each January. Members are encouraged to commit to at least two years on this standing committee in staggered terms, ensuring essential organizational memory and continuity in fulfilling the committee's responsibilities.

Policy Compliance

All committee members are required to comply with SWG's Board-approved policies, including the following:

Harassment and Discrimination Policy (2026): SWG prohibits all forms of harassment and discrimination. This policy applies to employees, volunteers, board and committee members, and all individuals with a professional relationship to SWG, across all organizational activities and communications. Harassment is defined as unwelcome conduct that creates an intimidating, hostile, or offensive environment.

Non-Disclosure and Confidentiality Policy (2026): Committee members must exercise professionalism, sound judgment, and diligence to safeguard against the unauthorized or inadvertent disclosure of Confidential Information.

Committee members are expected to familiarize themselves with both policies in full. Unauthorized disclosure of Confidential Information or harassment of staff or members constitutes a serious violation of this charter and may result in disciplinary action.

2026 Committee Members

Amy Greeson, Chair
 Jeanne Adams
 Cheryl Bernard
 Kelly Gregory
 Carmen Maso

Approved by the Board of Directors on January 24, 2026