



Ways To Decide What SUCCESS Means To Your Committee

Success might mean different things to different committees at different times.

For some committees, success might mean to have more women attend meetings. For other committees, success might mean to have women at meetings focus on *solutions* rather than *problems*.

Given these differences, there is no “one size fits all” approach committees can use to become successful. The key is to know what success means to your committee, *right now*, and to take actions to move in that direction.

Below is a list of criteria you can use to decide what success means to your committee. Check (X) any item that would represent success for your committee.

Customize the list by adding more items to the blank spaces under each category. Or create your own categories by using the spaces at the end of this document.

After you have made your decisions about success, use the document titled: **Questions To Achieve Committee SUCCESS** to create an Action Plan for moving forward.

More Sisters to “Keep Coming” to Meetings	Check (X)
1. More Sisters to keep coming to meetings that are held at physical locations	
1. More Sisters to keep coming to meetings that are held via conference call	
1. More Sisters to keep coming to meetings that are held via video call (e.g., Skype)	
More Sisters to “Start Coming” to Meetings	Check (X)
1. More Apprentices to start coming to meetings that are held at physical locations, via conference call, or via video call	
1. More Journey Women to start coming to meetings that are held at physical locations, via conference call, or via video call	

More Sisters to Help with Meeting Arrangements	Check (X)
1. More Sisters to help with pre-meeting activities: sending out reminders, making telephone calls, etc.	
1. More Sisters to help with during-meeting activities: room set-up, greeting meeting attendees, distributing materials, etc.	
1. More Sisters to help with after-meeting activities: room clean-up, sending out “thank you” emails, etc.	
More Sisters to Help with Events and Projects	Check (X)
1. More Sisters to participate in outreach activities to attract women to the profession (e.g., Apprenticeship Events)	
1. More Sisters to participate in events that address the needs of Women (e.g., Women Trade Conferences)	
1. More Sisters to participate in community activities to increase visibility and highlight contributions (e.g., Habitat for Humanity)	
1. More Sisters to participate in special events the committee sponsors (e.g., Open House)	
1. More Sisters to represent the committee by giving updates/reports (e.g., Local Union Meetings)	
More Sisters to do a Better Job with Tasks	Check (X)
1. More Sisters to do their part with tasks	
1. More Sisters to do more thorough research and investigation with tasks	
1. More Sisters to follow-through on tasks	
1. More Sisters to complete tasks	
1. More Sisters to meet deadlines with tasks	

More Sisters to Help with Ongoing Committee Functions	Check (X)
1. More Sisters to help with online media (e.g., Facebook, Twitter, Website)	
1. More Sisters to help with design of materials (e.g., letters, brochures, flyers)	
1. More Sisters to help with development of the meeting agenda	
1. More Sisters to help with covering items on the meeting agenda	
1. More Sisters to help with advertising and marketing	
More Sisters to Handle Committee Roles	Check (X)
1. More Sisters to take on roles as officers	
1. More Sisters to mentor others	
1. More Sisters to perform ongoing committee functions (e.g., distributing meeting notes)	
More Assistance and Recognition from Local, Council, or Union Leadership	Check (X)
1. More funding from the Local or Council	
1. More administrative support with materials from the Local or Council	
1. More encouragement or positive feedback from Local or Council	
More Meetings/Events that are Productive and Positive	Check (X)
1. Sisters focus on solutions rather than problems	
1. Sisters do not spend most of the time complaining	
1. Sisters offer encouragement to each other	
1. Sisters praise each other and look for ways to highlight others' skills	
1. Sisters come to meetings/events ready to work and contribute	
1. Sisters emphasize what can be done rather than what cannot be done	
1. Sisters do not dwell on past negative experiences	
1. Sisters focus on the positive possibilities in the future	
1. Sisters offer constructive ideas	
1. Sisters work to include everybody and give everybody a chance to contribute	
1. Sisters participate in brainstorming sessions and offer suggestions	
1. Sisters work together as a "team" when necessary	
1. Sisters share information and ideas with each other when necessary	

OTHER:	Check (X)
OTHER:	Check (X)
OTHER:	Check (X)