LEAD-*HER*-SHIP LIVE COMMITTEE CHARGE

PURPOSE

This committee assists in planning the educational content for the combined LeadHERship LIVE event co-produced by TSAE and the Texas Travel Alliance by recommending panelists and education session topics. This event brings together more than 150 association executives and suppliers from all aspects of association management. This two-day event provides small sessions and up to two (2) keynotes on a broad range of topics.

DESCRIPTION

LeadHERship LIVE committee will consist of eight (8) members, with four (4) members of TSAE serving on the committee and four (4) members of Texas Travel Alliance serving. One (1) member of TSAE will serve as co-chair alongside one (1) member of Texas Travel Alliance.

In carrying out its responsibilities, consider how recommendations support broad member engagement, accessibility, and opportunities for participation across the Association, ensuring the committee's work embraces diverse perspectives, equitable opportunities, and inclusive practices.

RESPONSIBILITIES

1. Attend meetings for education planning (whether attending in-person or virtually).
2. Participate in conference calls, if necessary, to finalize program content.
3. Review and rank submitted speaker proposals and offer recommendations.
4. Recommend speakers, session topics, and member engagement elements.
5. Attend and engage members attending the Women's Summit.
6. Evaluate the entire education program after its presentation and make suggestions for refinement to TSAE staff for use by the following year's task force.

MEETINGS

The LeadHERship Live committee will hold virtual meetings as needed. The group may also hold conference calls leading up to the event, if necessary, to continue work on education efforts.

REPORTING

The committee is responsible for reporting to the TSAE Board of Directors with the assistance of and through the staff liaisons. The TSAE Board of Directors must approve action items requiring special funding.

ANTI-TRUST

Because of potential federal anti-trust violations, no committee/task force member is authorized to discuss supplier pricing, including menu prices, special event prices, etc., or to enter into a contractual agreement on behalf of TSAE.

STAFF LIAISON

Education & Events Director