Women in Toxicology (WIT) - Special Interest Group (SIG) of the Society of Toxicology

Executive Committee Meeting Minutes

Teleconference Call

17 September 2018

12:30 pm (EDT), 11:30 pm (CDT), 10:30 am (MDT), 9:30 am (PDT)

Attendees:
Janis Hulla (JH, President-elect)
Virunya Bhat (VB, Secretary/Treasurer)
Susan Emeigh Hart (SEH, Vice President)
Lauren Lewis (LL, Student Rep)
Jenny Cohen (JC, Senior Councilor)
Samantha Snow (SS, Postdoc Rep)

Regrets:
Jessica Sapiro (JS, Junior Councilor)
Laurie Haws (LH, Past-President)
Betina Lew (BL, President)

Agenda:
1. Welcome (JH)
   JH presided over the meeting since BL was not available.

2. 2019 SOT WIT reception and Officer’s meeting (VB)
   In staying consistent with previous years’ days/times, the room RSVP request was submitted for the Reception (Weds, March 13, 4:45-7p) and for the EC meeting (Monday, March 11, 6:45-7:45a). VB will let the EC know when/if the requests are approved.
   JH asked for clarification on the preselected dates/times. VB indicated that WIT, like other component groups, try to stay consistent with historical days/times as many SOT members prefer consistency when planning their meeting schedules.

3. WIT fall Webinar (JC and JS)
   JC indicated that the logistics are all set for the Oct 23 webinar. The practice call is on Oct 22.
   JS could possibly make a social media (e.g., LinkedIn, Twitter) post that others could share.

4. WIT Endowment Funds Distribution for 2019 WIT Awards (JC)
   JC indicated that $3700 must be disbursed for 2019 WIT awards from the Hudson-Weisburger endowment fund. This reflects as significant increase from previous years, such as in 2018, one award of $1000 was given. JC proposed being flexible for 2019 such the amount and/or number of awards could be increased. For example, either two awards at $1500 each or three at $1000 each, could be given, depending on the number and quality of applicants.
   For the Celebrating Women in Toxicology Endowment fund, $4500 must be disbursed for 2019 award(s). In 2018, three 3 awards of $1000 each were given; since no undergrads applied, one was given to a grad student and two were given to post-docs. WIT can be flexible since the dollar amount is not posted on line and will try to get as close (within $500) to the total required disbursement as possible without exceeding, since any exceedance must be covered by WIT’s operating budget. All participants on the call were in agreement with this plan.
5. **SOT Mentoring Task Force (JS and VB)**

VB indicated that JS and VB are recently appointed to the Mentoring Task Force that Ofelia Olivera is chairing, based on our previous engagement in various SOT mentoring activities. The perception during the first task force call is that WIT is actively involved in mentoring. Thus, VB asked **All WIT EC** could think about the various ways that WIT is involved in mentoring, since most WIT mentoring activities are less formal or indirect presently. JH asked whether the task force was “equal opportunity” and VB replied Yes, the scope of the Task Force includes all demographics and career stages, sectors, formal and informal mentoring, etc.

6. **WIT SOT Awards Nomination Committee (BL and JH)**

WIT will be facilitating nomination packages for five 2019 SOT awards. Support letters and updated/truncated CVs are underway for four of the nominees. The status of one of the applications is unclear. JH will try to call the facilitators to obtain a status update.

7. **The next WIT EC meeting will be Monday, October 15th at 12:30 PM EDT.**

**ALL:** Please let VB know if you will not be available.