Women in Toxicology Meeting Minutes  
September 21, 2006

Attendees: Carol Auletta, Maryka Bhattacharyya, Mary Ellen Cosenza, Melissa Rhodes, Sharmalee Sawant, Katie Sprugel, Marcia Lawson (SOT Liaison).

August 2006 SSG Presidents/VPs Meeting in Chicago

Minutes have been distributed to WiT officers

Communication Strategy Survey – We were requested to complete this at the meeting. In a general discussion of our communications goals and needs, the following were agreed:

• Marcia is liaison to the Communique and would be happy to add any WiT news
• Carol will complete survey and return
• Carol and Melissa will work together on a newsletter for WiT
• Carol will send out broadcast e-mails, one in early October, asking for suggestions for nominees and award winners for next year and a second before the meeting talking about our WHI workshop and reception.

Transition to Special Interest Group (SIG)

• This will be voted on by Council in October; for 2007 we are still listed as a Specialty Section
• By-Laws were reviewed. A 4-year presidential succession (VP, President-Elect, President, Past President) was agreed and is in the by-laws. Some currently non-existing committees are listed.
• WiT officers to consider forming a membership committee and outreach committee
• Per by-laws, Program Committee to be headed by Maryka, Election Committee to be headed by Mary Ellen, Awards Committee to be headed by Katie, Outreach Committee functions are currently handled by Melissa (communications) and Stacie (web site).
• WiT officers agreed to form a Mentoring Committee
  o Committee to be involved with “Lunch with an Expert” program at SOT
    ▪ Carol will talk with Betty Eidemiller of SOT to get more information
  o Carol to contact Ginger Moser (head of Career Resource and Development Committee) to ask if she is interested in working on this committee for WiT
  o Melissa and Sharmilee are interested in participating.
2007 SOT Meeting Plan

- Question was raised: will WiT continue to receive part of the annual meeting revenue once WiT becomes a SIG?
  - Marcia to email Clarissa Russell to resolve
- Reception: WiT reception will be held on Tuesday evening, March 27, 2007 (same day as the Women's Health Initiative Workshop.
  - Reception will be 1.5 hours
  - Guest speakers will be from Women’s Health Initiative Study (panel discussion)
    - Denise Bonds, Cardiovascular
    - Joan McGowan, Skeletal
    - Sally Shumaker, Cognition (Age-related decline, effects of MHT)
    - Marcia Stefanick, Breast and colorectal cancer
  - Each panel member will talk for ~5 minutes prior to opening forum for discussion
  - WiT officers to email Maryka with ideas for discussion topics by December
  - WiT officers will take panel speakers to dinner Tuesday evening following reception
    - Carol to make a reservation
  - Refreshments for 100 people will be ordered by Carol
    - Egg rolls, chicken sate, caramelized onion torte, smoked salmon, vegetable platter, cheese platter, soft drinks
  - Room Setup (Carol to request): Table needed for panel speakers, Podium microphone needed for awards/business portion of meeting, floating microphone needed for audience participation in panel discussion, table microphones needed for speakers
  - Awards: will be presented first on agenda during reception, 2 student achievement awards and 1 service recognition award will be given
    - Carol will send broadcast email describing awards and calling for nominations
    - Deadline for nominations will be Jan 3, 2007
    - WiT decision on awards recipients needed in February 2007

Officers’ Breakfast
- Continental breakfast scheduled for Monday, March 26, 2007 at 7AM (Carol to set up)
  - Location TBD

WiT Webpage
- Stacie Wild is heading up WiT webpage work. She will send us some proposed website information to review.
NAS Report
- This report found that progress in improving opportunities and equal treatment for women in academia has been too slow. Some recommendations for scientific societies were included.
- This will be built as a topic for WiT discussion in 2008.
- Post-conference call note: Carol will follow up with Betty Eidemiller, who forwarded the information, and discuss joint efforts with the SOT Committee on Diversity Issues.

Childcare at 2007 meeting
- There was no childcare provided at the 2006 meeting because there was not enough interest expressed in this service.
- Katie suggested adding a question on the need for childcare to meeting registration forms so that SOT can determine if there should be childcare services at the 2007 meeting. The number of participants will determine if onsite childcare is provided. If not, we would like SOT to follow up on the idea of giving childcare awards to members in need of this service. Carol will find a contact person for discussing these ideas.