Women in Toxicology (WIT) - Special Interest Group (SIG) of the Society of Toxicology
Executive Committee (EC) F2F Meeting
Grand Hyatt Travis D
12 Mar 2018
7:45 am (EDT), 6:45 am (CDT), 5:45 am (MDT), 4:45 am (PDT)

Attendees:

Laurie Haws (LH, President)
Betina Lew (BL, President Elect)
Sharmilee Sawant (Sharmilee, Past President)
Janis Hulla (JH, Vice President)
Nadia Moore (NM, Senior Councilor)
Jenny Cohen (JC, Junior Councilor)
Brittany Baisch (BB, Secretary/Treasurer)
Lauren Walker (LW, Student Rep)
Susan Emeigh Hart (SH, incoming Vice President)
Virunya Bhat (VB, incoming Secretary/Treasurer)

Regrets:
Alison Sanders (AS, Postdoc Rep)
Jessica Sapiro (JS, incoming Junior Councilor)
Samantha Snow (Samantha, incoming Postdoc Rep)
Lauren Lewis (LL, incoming Student Rep)

Agenda:

1. WIT Reception
   a. Slide deck accessible on ToxChange. JC will provide any comments to LH.
      i. When presenting the proposal review slide it will be beneficial to note that
         research specifically related to women is not a requirement and that it is
         generally excellent science and visibility of our members as chairs and
         speakers that are important. Opportunity to also highlight this point in an
         email blast after the meeting (LH). Announce these points specifically in
         the Spring 2019 newsletter for the 2020 proposals (VB).
   b. Discussion on who is presenting which slides and the transitions from one speaker
      to the next
   c. NM will pick up awards and certificates
   d. LH will bring projector
   e. Starts at 4:45 but EC will arrive 4:15-4:30 to set up
   f. Photographer will be there at the beginning and Sharmilee will ask her to come at
      the end of the reception to get a picture of the EC
      i. JC will ask JS to also take pictures during the WIT Reception in case if
         the photographer is not available to capture all of them. Update: JS agreed
to take photos at the WIT reception.
ii. Historically, after the meeting the WIT pictures were requested from SOT HQ and placed on the WIT website.

g. **LW** will pick up badge scanners on Wednesday – survey will be emailed to volunteers afterward (~2 weeks) and then we can set a deadline for filling out the survey.

2. Clarification on honoring women who win SOT Awards – LH and BL
   a. WIT acknowledges and congratulates all women who have earned SOT awards, however WIT is formally honoring those at the WIT reception that WIT sponsored for submission
   b. For future nominations, **Sharmilee** noted that it is beneficial to have whoever writes the primary recommendation letter to submit the package to SOT.
   c. **LH** emphasized nominating most excellent candidates for the awards. Strong list of names from 2 years ago can still be utilized this year, but the EC should consider revisiting that list every few years.
      i. Strongest recommendation letters are from those who know candidates professionally but also personally and provide specific examples of how they are the best candidate
      ii. **LH** went through historical list of winners to determine career stage and where they were when they earned the specific award

3. Council updates (LH)
   a. Thinking about reformatting Annual Meeting schedule. Pilot for next year regarding scheduling by offering 90 minute sessions – possibly for a day or so. More networking and discussion time also requested by members. After the 2019 Annual Meeting, SOT will evaluate how successful or well received the new format was for those days.
   b. Sexual harassment slides – have green light from Council

4. Proposed WIT initiative regarding gender salary gap (JH)
   a. Also, generally noted other topics that WIT should consider for forming a position or determining if WIT would like to be involved.

5. Discussion regarding the next EC call, scheduled for Monday, March 19th. EC agreed to keep this call due to session proposals and other topics of discussion.
   a. **LH** will forward the invites to the incoming officers for March 19th and April 16th, to attend if their schedules allow
   b. The last call for outgoing officers is Monday April 16th at 1:00 pm EDT. **BL** will survey the new EC for scheduling calls beginning in May.

**The next WIT EC meeting will be Monday, March 19th at 1:00 PM EDT.**