Women in Toxicology (WIT) - Special Interest Group (SIG) of the Society of Toxicology
Executive Committee (EC) Telecon
19 Mar 2018
1:00 pm (EDT), 12:00 pm (CDT), 11:00 am (MDT), 10:00 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)
Brittany Baisch (BB, Secretary/Treasurer)
Lauren Walker (LW, Student Rep)
Alison Sanders (AS, Postdoc Rep)

Regrets:

Jenny Cohen (JC, Junior Councilor)

Agenda:

1. Annual Meeting debrief – what worked, what didn’t (all)
   a. Food & Beverage
      i. LH – In the future – divide the food between another table in order to shorten the lines.
      ii. There was sufficient food for members and for other attendees who support award winners.
      iii. Determine if wine is charged by the glass or bottle and which is the cheapest option – continue to obtain the cost both ways. BL noted that this year it was charged by the glass and was the cheapest option.
      iv. LH confirmed with Tanya at SOT HQ regarding alcohol consumption. We can hand out tickets next year for wine (1-2 pp). This way we can prove it is limited.
    
    b. Location – WIT has 250 members, so does location matter?
       i. BL noted that proximity to President’s Reception is beneficial
       ii. SS noted that other SIGs are thinking about combing SIG CG receptions or moving them to other locations to reduce costs. After discussion, the WIT EC seems appropriate in terms of location due to an average of 250 guests.
    
    c. A/V recommendation for the slides is widescreen – NM
       i. NM will upload the most recent/final version to ToXchange
       ii. WIT logo (X shaped mission) should be moved to the top of the slide so it does not get cut off
       iii. JH would like to embed music into the presentation next year
d. Award feedback – SS and NM
   i. BL - There should be a more formal discussion and decision regarding awards staying on file for 3 years.
      1. SS - One applicant who submitted last year was told their application would remain active for 2 years, but it was not reconsidered this year.
      2. Award descriptions can be updated to clearly state how long the award application will be on file
   ii. NM proposes keeping the award applications on ToXchange if we decide to keep the award applications on file
2. 2019 Annual Meeting session proposal pre-review/review (all)
   a. JH will draft an email blast and share with the EC for approval. The content will be based on what is posted in the newsletter but also include the key point that WIT does not just endorse session with women’s issue.
   b. LW will send out volunteer survey to members who had their badges scanned at the WIT reception, and request they respond by Friday, March 23rd. LW can then provide names shortly thereafter.
   c. JH will pull together a committee of 6 individuals for proposal review based on volunteer list.
      i. Preview due April 30th
      ii. Final due May 15th
3. Creating resources to respond to harassment in the workplace – how to proceed with posting (LH and JH)
   a. Final deck will be posted on the WIT website
4. AAAS Mentoring Subcommittee (LH and BB)
   a. WIT would lead effort to put forth a candidate from past WIT Mentoring Award winner
   b. Two different awards – 1 mid-level and 1 senior-level – JC noted it is awarded in August
   c. BB can obtain volunteers from LW’s volunteer survey including a few senior level SOT members to contribute, and including JH who is an AAAS member.
5. Identification of additional gender gaps (e.g., salary, leadership) (JH)
   a. Recommendation to pursue the gender gaps that are already in the news and have traction and are already acknowledged by the general public. For example, the leadership gap has not been documents formally via publication, etc. within SOT.
   b. New salary survey due to come out in a few weeks – JH recommends that we wait for that survey to be issued and then review it
   c. BL and LH noted that WIT can assist with putting forth women for leadership positions – nominating women for ballots and appointed committees within SOT
6. WIT newsletter schedule going forward (all)
   a. How many issues per year and when?
   b. BB noted that it is beneficial to discuss with the incoming EC on April call, to determine what they would like to do
i. Historically, there were two

   a. LH will invite the incoming WIT EC members to the April call
   b. BL will survey new EC for a designated day and time that works for them.
   c. BL will follow up with SOT HQ to determine if SOT has conference lines for CG’s to utilize for monthly telecons

8. LW was awarded the GSLC Outstanding Leadership Award!!!
   a. It was noted to include a photo and writeup in the next newsletter issue.

The next WIT EC telecon will be Monday, April 16\textsuperscript{th} at 1:00 pm EDT using LH’s call-in.