**Women In Toxicology (WIT) – Special Interest Group**  
**Society of Toxicology**  
02 February 2012  
2 pm (EST), 1 pm (CST), 12 noon (MST) 11 am (PST)

**FINAL Meeting Minutes**

**Attendees:** Brinda Mahadevan, Deborah Keil, Brittany Baisch, Kristy Kutanzi, Prathibha Rao, Suzanne Fitzpatrick, Tao Wang

**Regrets:** Sharmilee Suwant, Kristina Chadwick

**Agenda and Discussions:**

1) **Welcome Graduate Student Representative, Brittany Baisch.**  
   a. Brittany is a 4th year graduate student at the University of Rochester working on the effects of nanoparticles on respiratory function. Welcome.

2) **Approval of January minutes:**  
   a. Tabled until March telecon so that all may have an opportunity to review.

3) **Candidates to go on ballot.**  
   a. There are two candidates for Vice President:  
      i. Dr. Karissa Adkins  
      ii. Dr. Brenda Faiola  
   b. There are two candidates for Councilor:  
      i. Heather Dowty (Pfizer)  
      ii. Heather Persson (Merck)

4) **Awards committee:**  
   a. Tao reported that 2 mentoring awards will be given this year at SOT.  
   b. One post-doc award will be given to include an honorarium of $500.  
   c. Two graduate student awards will be presented with an honorarium of $500.  
   d. One Vera W. Hudson & Elizabeth K. Weisburger Scholarship Fund Student Award of $2000  
   e. The award committee has been doing the rounds of evaluations. For the mentoring award, we did the first round evaluation, and had a Telecon discussion. The committee selected top 4 candidates from a total of 14 candidates, and did a thorough review on these top 4 candidates. Based on the scores, the top two candidates are Hemlut Zarbl and Steve Safe. If there are no questions, these two are our award winners. For the student and postdoc awards, we are getting to the final evaluation stage, and will it done this week.  
   f. Tao will submit the check and plaque request forms to the SOT HQ next week.
g. As mentoring award applicants are eligible for 3 years, these data should be maintained in a database such as the library for the executive committee on ToXchange. This will facilitate seamless access to the information available to the new executive members in following years.

h. Tao suggested updating the application process to a single PDF document to reduce multiple emails from single applicants. This would assist in managing the applicant pool more efficiently. Emphasize this modification in the newsletter and at the SOT-WIT meeting.

i. Two students from each recipient of the mentor award will be asked to speak on behalf of their experience with their mentor at the SOT-WIT meeting. They will be limited to 2 minutes each. Tao will identify those students.

j. In regard to the Vera W. Hudson & Elizabeth K. Weisburger scholarship Fund Student Award, since it is an endowment award, Tao will check with the SOT HQ to make sure that we are doing everything in appropriate ways.

5) Need WIT volunteers for the SOT Pavilion.
   a. A sign-up sheet will be available for WIT-EC to ensure that more than one of us is present at the Pavilion to talk with SOT colleagues and students. In addition, WIT member who are interested in volunteering will get in touch with Kristina as they read this in the newsletter.

6) Request 2013 Proposal Ideas for SOT San Antonio at the SOT-WIT meeting.

7) Poster and ice breaker ideas were discussed with Brittany. Brittany and Jennifer will be in charge of this for the SOT-WIT meeting.

8) Next WIT telecon is scheduled for March 1, 2012.