Women in Toxicology (WIT) - Special Interest Group
Society of Toxicology
EC Teleconference Meeting
03 June 2015
1:00 pm (EST), 12:00 pm (CST), 11:00 am (MST), 10:00 am (PST)

Attendees: Courtney Horvath, Jessica Sapiro, Tao Wang, Marie Fortin, Jamie Mirowsky, Sharmilee Sawant, Brenda Faiola, Alex Lau, Laurie Haws

Regrets: none

Agenda and Discussions:
1. Ideas from EC members on how to engage our membership, promote female leadership and accomplishment-50 minutes
   - Student and Post doc ideas- Jessica and Jamie met to discuss ideas on student and post-doc involvement
     Two students are currently actively involved in WIT activities; mostly involved with the newsletter (writing and editing).
     Ideas:
       - Continue involvement with the newsletter
       - Send periodic emails with reminders of events, deadlines and encourage involvement
       - Student or post doc involvement at the WIT reception at annual SOT meeting (taking photographs)
       - Mentoring breakfast with WIT members at SOT: not to mimic the CRAD mentoring breakfast, to include a panel discussion with past mentoring awardee to speak; proposal to form a committee to work on this initiative
       - Ideas from other EC members:
         o LinkedIn group -Marie asked at the Leadership connection webinar if this would be acceptable. SOT HQ indicated that LinkedIn can be used, but new information related to the SIG cannot be posted there instead of our website
           Action Item: Marie to follow-up at the next EC call with recommendations on how to put this into action.
         o Start informal local networking groups to increase effective networking opportunities for WIT members more frequently, instead of just one reception a year during the annual SOT meeting. The ultimate goal is to help with professional success. Tao has already provided breakdown of WIT membership by region. A possible approach is to consider emailing the WIT membership and asking for a volunteer to help lead these informal gatherings.
           Action Item: Tao will send an email to WIT membership.
         o Webinars (possible ideas: Career development, mentoring, science based, external speaker, CV/cover letter preparation, ABT certification program, work-life balance)
           Action Item: Tao to solicit ideas from membership in email blast. Laurie to lead this.
         o Standing feature/article in the newsletter to highlight a female leader; Brenda to lead the first effort

Action Item: Any other ideas can be distributed to the group via email and shared at our next meeting
2. Website updates-Jessica 10 minutes

Student rep is website liaison. Jessica currently contacts HQ for updates approximately 1-2 times per month
Current items to be updated:
-Award committee recommendations will be updated by Alex based on recommendations from Award Committee and initial feedback from EC at Face-to-Face meeting during the annual meeting.
-Committee and officer duties to align with by-laws
-Announcement updates: remove WIT reception and call for proposals

Action Item: the by-laws should be reviewed and any possible suggestions regarding the officer duties and bylaws may be forwarded to Tao

The next regular monthly WIT EC teleconference will be 07 July 2015 at 3:00 pm EDT.