Women in Toxicology (WIT) - Special Interest Group
Society of Toxicology
EC Teleconference Meeting
07 July 2015
3:00 pm (EST), 2:00 pm (CST), 1:00 pm (MST), 12:00 pm (PST)

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

*Note: In Tao’s absence, Sharmilee led the meeting.

Agenda and Discussions:
1. WIT webinar survey – Laurie
   • Some feedback was already given via email prior to the meeting. As Laurie was not present on the call, the EC will respond via email to Laurie with any further suggestions.
2. Award criteria for the WIT awards- Alex
   • Four main modifications were made to the Award Criteria for the WIT Mentoring Award based on suggestions from last year’s committee members.
     o The new criteria will drive home the concept of the quality of the mentorship compared to quantity of mentees. This is increasingly important to encourage mentors to be nominated from careers other than academics.
     o A list of bullet points for the committee members to consider has been added to the WIT Mentoring Award Criteria and Score Sheet Document. These points should be considered as the Award Committee is ranking the individuals.
     o The number of mentees mentored is no longer a major factor in overall scoring.
     o The applicants will be ranked by each committee member, in addition to having a score.
     o During discussion, the weight of the nomination letter was changed from a proposed maximum of 10 points to a maximum of 5 points, thereby lessening the maximum score that can be obtained from 40 to 35 points.
   • Modifications were made to the graduate student/postdoctoral scholar awards.
     o Now the Award Committee will ask for a cover letter to be written and submitted by the candidate. This letter provides an opportunity for the applicant to highlight any leadership activities or other aspects of their accomplishments relevant to the award that they feel may be of value for the committee to consider.
     o This addition was made with the thought that the cover letter may help the committee members understand the leadership potential and responsibilities of the candidates that may not be clear, particularly with international students.
   • Dates for the award deadlines have been updated.
     o Graduate student/postdoc awards deadline will be Monday December 7, 2015.
     o Mentoring award deadline will be Monday November 2, 2015.
   • There was a discussion about applicants receiving a multiple awards.
     o It was agreed that students may apply for multiple awards, but that they may not win multiple awards in a given year. Alex is to add a note to the award description information to clarify this point.
3. WIT Mentoring Activity at 2016 SOT meeting- Jaime and Jessica
   • There was a phone conference between Jaime and Jessica about planning a WIT Mentoring activity during breakfast time at 2016 SOT Meeting.
     o This idea was formed in light of questions about mentoring opportunities at the Graduate student/Postdoc Mixer during the 2015 SOT Meeting.
   • There was a discussion about the name of the event, so as not to confuse this WIT activity with CRAD Mentoring Breakfast.
     o Jessica and Jaime will come up with a new name for the proposed event.
   • Jaime and Jessica will draft a formal proposal, including budget and estimated head count, for this event and send the proposal to the EC for review.
   • If WIT will pursue this event for the 2016 meeting, an ancillary meeting request will be required along with request for usual Face to Face EC meeting and WIT reception; SOT should be opening online ancillary meeting request soon.

4. Officer duties- Brenda
   • Based on feedback of the draft officer duties distributed ahead of the meeting, clarification around the grad student and post doc reps typically taking the lead on the poster preparations will be included.
   • Brenda to update the draft based on the discussion points and distribute via email for final EC review and approval.

5. SOT award nomination committee- Sharmilee
   • The award committee currently consists of 10 people; 4 from the WIT EC and 6 WIT member volunteers.
   • It is advisable to have 1 more person as part of the committee, as one member will not be available during the entire time of the award nomination process.
   • The 5 women that were nominated last year for the SOT awards were already contacted about updating their applications.
   • Sharmilee will email the list of the nominees for this year’s awards to the EC to determine the final nominees list for approval.

6. Other Business
   • Marie will draft and email a proposal to the EC for a vote regarding her idea from the previous EC meeting to form a LinkedIn group for WIT members.

The next regular monthly WIT EC teleconference will be 18 August 2015 at 3:00 pm EDT.