Women in Toxicology (WIT) - Special Interest Group (SIG) of the Society of Toxicology

Executive Committee Meeting Minutes
Teleconference Call
17 Dec 2018
12:30 pm (EDT), 11:30 pm (CDT), 10:30 am (MDT), 9:30 am (PDT)

Attendees:
Betina Lew (BL, President)
Janis Hulla (JH, President-elect)
Susan Emeigh Hart (SEH, Vice President)
Jessica Sapiro (JS, Junior Councilor)
Samantha Snow (SS, Postdoc Rep)
Lauren Lewis (LL, Student Rep)
Virunya Bhat (VB, Secretary/Treasurer)

Regrets:
Jenny Cohen (JC, Senior Councilor)
Laurie Haws (LH, Past-President)

Agenda:
1. Welcome (BL)
   Thank you to the WIT EC for all their time and efforts in 2018.

2. WIT Ballot Update (LH via email Dec 10)
   The committee has done an outstanding job and has recommended 6 candidates for 3 open offices. Biosketches have been requested and the ballot will be sent after the holidays (rather than during) to potentially achieve a higher response rate.

3. WIT Awards Committees Update (JS via email Dec 18, JC via email Dec 12)
   The candidates for the three senior awards have been selected. The committee for junior awards is meeting tomorrow. JS provided an email update Dec 18: the Hudson Weisburger (HW)/Post Doc Achievement Award (PDA) Committee and the Celebrating Women in Toxicology (CWIT) Committee collectively identified 8 recipients among the awards.

4. 2019 SOT Mentoring Initiative Update (LL, SS, VB)
   The event is Tuesday March 12 from 2-4pm. LL has been in touch with the speaker and SS is working with Ashley/SOT HQ to publicize the event via the Program and app. BL asked whether the event should be only one hour given the overlap with multiple scientific sessions. There is an open networking slot from 2:30p-3:00p on Tuesday. LL- Can a call with the speaker be arranged to better understand the content and feasibility of a one (versus two) hour workshop? JH- a two-hour window may make it easier to attend.
   Update: post-call comments received from additional EC members also favored a one-hour session from 2:30p-3:30p to overlap with the light programming during the meeting-wide “Networking Time”: 
5. **Annual Meeting Reception Planning Update (BL)**

BL- BL, SH and VB are on the planning committee. A potential invited speaker to give brief remarks is usually the SOT VP. JS- the objective of the speaker should be clear. VB- the speaker should be a big advocate for women and not necessarily the SOT VP. **ALL-** send proposed names for a potential invited speaker to VB by Dec 31.

Update: post-call comments received from additional EC members favored not having an invited speaker to allow for more networking time.

6. **Spring 2019 Newsletter Update (VB)**

Anticipating 8-10 articles/features among 6 authors and there are 5 editors. Post call, JH sent VB the name of the one accepted and WIT endorsed session that should be highlighted in the newsletter.

7. **Other Business:**

**WIT Committees**

**ALL-** for the WIT committees that you chaired, send volunteer names to VB to ensure they are acknowledged during the reception at the Annual Meeting.

**Token of appreciation for volunteers**

BL- some years, WIT gives tokens of appreciation to volunteers at the Annual Meeting, such as Starbucks gift cards, memory sticks. JH- WIT could write letters to their employers. VB- There are dozens of volunteers and some employers do not always appreciate volunteer time as it takes time away from paid duties. It was decided not to pursue the idea of sending thank you notes (for committee participation) to supervisors since it may not be welcomed news. **ALL-** send other ideas of acknowledging WIT volunteers to VB.

8. **The next WIT EC meeting** will be Monday, January 21st at 12:30 PM EDT. **ALL:** Please let VB know if you will not be available.