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

Executive Committee Meeting Minutes
Teleconference Call
17 July 2018
1:00 pm (EDT), 12:00 pm (CDT), 11:00 am (MDT), 10:00 am (PDT)

Attendees:
Betina Lew (BL, President)
Janis Hulla (JH, President-elect)
Virunya Bhat (VB, Secretary/Treasurer)
Jessica Sapiro (JS, Junior Councilor)
Laurie Haws (LH, Past-President)
Brittany Baisch (BB) invited for update on AAAS nomination

Regrets:
Lauren Lewis (LL, Student Rep)
Jenny Cohen (JC, Senior Councilor)
Samantha Snow (SS, Postdoc Rep)
Susan Emeigh Hart (SH, Vice President)

Tentative Agenda:

1. Welcome and approval of May and June minutes (BL)
   a. May and June minutes are approved and will be posted to the WIT website.
   b. June minutes were amended with the following text to indicate that it is unclear whether WIT has one guaranteed approval for an upcoming Annual Meeting: “As of July 18, 2018, the SOT website indicates a rotating acceptance schedule only for Specialty Sections and does not mention other component groups”.
   c. All: for each WIT EC call, please refer to the webex link at the top of each Agenda to ensure access.

2. Gender equality survey due Oct 31, 2018 (JH)-
   a. IUTOX is a member of a parent organization seeking survey responses regarding “Gender Gap in Science”. The survey link is open to anyone interested and WIT membership should be invited to respond. JH will send an email blast to WIT members, which also includes a link to the Celebrating your Success newsletter feature by the end of the week.

3. AAAS Mentoring Award nomination and committee update (BB)-
   a. BB: The committee carefully deliberated, and the WIT EC unanimously approved the nomination of Ofelia Olivero. The application has very specific format and specifications and requires a CV trimmed to 3 pages, support letters from three colleagues and five mentees, and a 250-word cover letter to be signed by select members of WIT EC (e.g. president and vice-president). JH suggested that one signature should be an AAAS member and Jan is a member. BB will send the draft cover letter soon. WIT EC members thanked BB for her leadership of the committee. The application is due Aug 1.

4. WIT Annual Report (LH)
   a. All: please review/comment by July 20 on the draft WIT Annual Report sent via email by LH to 2018/2019 WIT EC on July 17, 2018. LH will update accordingly and submit to HQ by the due date of Aug 1.
   b. JH indicted that she needs an asterisk indicating that she is serving in a personal capacity.
5. **Summer Newsletter update (VB)**
   a. **All**: proofread draft Newsletter and provide comments to VB by COB 20 July.
   b. **All**: “Celebrating Your Success” updates for Newsletter due at this [link](#) now.

6. **WIT LinkedIn Group (JS)**
   a. JS is the Moderator. There are ~127 members so far and there are ~20 people requesting to join. However, the Policies, available on the website, indicate that members must be WIT and SOT members. Many of the pending requests to join are neither. The requests that are denied due to ineligibility encourage these individuals to become members, if eligible.
   b. Job opportunities can only be listed if also in the SOT Job Bank.
   c. BL: SOT and HOT have Facebook pages. Should WIT have a FB page?

7. **Webinar update (JS)**
   a. Climbing the Ladder in your Career: Two confirmed speakers, Ruth Roberts and Charlene McQueen. A planning call is tentatively scheduled for August since neither were available in July. During the planning call, a more specific timeframe for the actual webinar in the fall will be discussed. Have not heard back from SOT yet re: the application for funding.
   b. JS will send succinct details for the Newsletter to VB by early next week. The article should be vague since details can change.

8. **Updated WIT Awards description/website (JC)**
   a. JC provided the following update via email: award criteria and deadlines were updated on ToXchange, and a blast email will go out in August to all members

9. **SOT Nominating Committee candidate due by September 7, 2018 (BL)**
   a. WIT EC supported the nomination of BL and reiterated the importance of having WIT represented on the ballot.

10. **WIT Awards Committees (JH)**
    a. JH and SH will lead the WIT Awards Committees, which need to be formed soon because the application period is open.
    b. Certain awards are geared towards early-career scientists, while most are for very senior scientists and they are not necessarily geared toward academia.

11. **2019 SOT session update:**
    a. WIT EC members expressed frustration that only one WIT endorsed session was accepted given the several quality sessions requesting endorsement, the WIT EC time dedicated to session development and review, and the notable size of WIT membership. It was suggested that BL, on behalf of WIT, email Ron Hines, chair of the SPC (copying Tonia Masson), or Council to open a dialogue, request feedback, and ask for acceptance data by component group to see trends. For example, did most groups get only about 10% acceptance? Is the rate skewed towards certain groups? These data exist, so hopefully they will be willing to share it.

12. **The next WIT EC meeting will be Monday, August 20th at 1:00 PM EDT.**
    a. **ALL**: Please let VB know if you will not be available.