Women in Toxicology (WIT) - Special Interest Group (SIG) of the Society of Toxicology
Executive Committee Meeting Minutes
Teleconference Call
18 June 2018
4:00 pm (EDT), 3:00 pm (CDT), 2:00 pm (MDT), 1:00 pm (PDT)

Attendees:
Betina Lew (BL, President)
Janis Hulla (JH, President-elect)
Virunya Bhat (VB, Secretary/Treasurer)
Jenny Cohen (JC, Senior Councilor)
Jessica Sapiro (JS, Junior Councilor)
Samantha Snow (SS, Postdoc Rep)
Lauren Lewis (LL, Student Rep)

Regrets:
Susan Emeigh Hart (SH, Vice President)
Laurie Haws (LH, Past-President)
Brittany Baisch (BB) invited for update on AAAS nomination
SOT Liaison
Ashley Black (AB, not present)

Agenda:
1. Welcome to the new EC (BL)
   a. The call began with brief introductions.

2. WIT Annual Report due Aug 1 (BL)
   See Ashley’s email May 31, 3:09 pm and template below.

   a. BL will use last year’s report as template and also refer to the info on the slides at the WIT reception. BL will let other EC members know if she needs help compiling the info.

3. Annual Meeting session review committee update (JH)
   a. JH indicated that 10 proposals were pre-reviewed, 5 per committee chaired by Ofelia Olivero and SH. JH and SH provided formal review for 8 requesting endorsement, not all were pre-reviewed; 3 of 4 were endorsed by JH and 4 of 4 were endorsed by SH. Special thanks to Ofelia.
   b. JH indicated that WIT may have a guaranteed session acceptance 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. BL will write Thank You letter to volunteers after JH sends list of names to BL and cc’ VB so VB can add names to volunteer list.

4. Webinar request update (JC)
   a. JC indicated that funding request was submitted for a webinar Sept/Oct time frame. Ruth Roberts is confirmed to speak. Others potential speakers will also be invited.
   b. BL noted that climbing the career ladder may depend on sectors.
c. BL: For the fall webinar, can the WIT membership be surveyed to identify a preferred topic? CRAD may have a spreadsheet of preferred topics.

d. JS: the potential topics are based on the previous WIT survey, detailed in a spreadsheet.

e. BL: can possibly have two more webinars, or another webinar and a session at 2019 SOT

f. JC: will send another survey to WIT membership. JC will check with AB whether there is overlap between webinar requests made by July 1. VB sent inquiry to CRAD to check whether there is a list of potential topics in order to try to minimize overlapping topics.

g. BL: WIT should try to host a mentoring event/luncheon, possibly in conjunction with another component group, such as SIG CG, which JH is a member of.

h. JS: said this has been attempted in the past, but it was difficult to obtain enough manpower due to hectic schedules. BL suggested that LL and/or SS could help coordinate.

i. JH: there are so many mentoring events at the Annual Meeting, many of them on fixed days. SS: PDA always has a luncheon on Tuesdays. BL: could the focus be on later career or sector change, since most events are early career? VB: indicated that CRAD is slated to host a mid-career change webinar.

5. Updated WIT Awards description/website (JC)
   a. JC: WIT has six awards, 3 each for established versus student/post docs. Text was updated and clarified to minimize confusion. ALL: Send final comments on text to JC by Friday June 21 so website can be updated next week.

6. SOT Nominating Committee candidate due by September 7, 2018 (BL)
   a. BL indicated that SOT seeks a nomination from WIT for the ballot and indicated that she is happy to be the candidate.
   b. BL asked whether any other WIT EC members are interested. ALL: If so, send name to VB to compile. VB indicated that she is not interested due to lack of capacity.

7. Gender equality survey due Oct 31, 2018 (JH)- this topic was tabled due to time constraints.

8. Newsletter update (VB)
   a. VB indicated that the summer newsletter is on track. Most all of the first draft articles have been received.

9. Leadership webinars (BL) this topic was tabled due to time constraints.

10. AAAS nomination committee update (BB)
   a. BB is unavailable for the call and will send an update via email

11. The next WIT EC meeting will be Monday, July 16th at 1:00 PM EDT. (Note that this has been rescheduled for July 17th at 1:00 PM EST)
   a. ALL: Please let VB know if you will not be available.