Women in Toxicology (WIT) - Special Interest Group (SIG) of the Society of Toxicology  
Executive Committee Meeting  
Teleconference Call  
Friday, December 18, 2020  
12:30 pm (EDT), 11:30 pm (CDT), 10:30 am (MDT), 9:30 am (PDT)  

Attendees:  
Susan Ermeigh Hart (SGEH, President)  
Brittany Baisch (BB, Vice President)  
Courtney Sulentic (CS, President-Elect)  
Grace Chappell (GC, Secretary/Treasurer)  
Samantha Goodman (SG, Graduate Student Representative)  
Janis Hulla (JH, Councilor/Past President)  
Katelyn Lavrich (KL, Post-Doc Representative)  
Phoebe Stapleton (PS, Senior Councilor)  
Judith Zelikoff (JZ, Junior Councilor)  

Regrets:  
None  

Agenda:  

1. Welcome/call to order (SGEH)  
2. Update on 2021 Virtual WIT Mixer (see attachment)  
   a. The virtual business meeting / mixer will be 2 hours; the timing for each component is to be determined by the WIT EC, which was discussed but will be revisited during the January monthly meeting for further planning.  
   b. Business meeting  
      i. Discussion regarding speeches form award winners: Consensus is generally that there should not be lengthy speeches, but a short acknowledgement from award recipients is acceptable and encouraged.  
         1. Particularly, senior level awards (mentoring, Smith & Hook distinguished service) will be invited to share a brief acknowledgement  
      ii. Related: idea for spring/summer newsletter following the virtual annual meeting: winners can provide a statement/thank you to accompany their photo and recognition.  
   c. Virtual format: “Zoom room” via Zoom/Zoom-like platform that can include breakout groups. (The same company that would have coordinated the in-person SOT annual meeting has their own virtual platform.)  
      i. SGEH and CS to touch base with Rosalie before Jan monthly meeting to understand more details on capabilities/logistics. CS already shared a response with the EC from SOT staff regarding questions.  
      ii. WIT EC to decide what is desired for format and share such with SOT council/external company; goal is to organize this by the January EC meeting  
   d. Discussion/idea: recruit volunteers to help with coordination/logistics (CS to additionally follow up with council regarding external company support/liaison provided)  
      i. PS and/or JZ – will recruit/nominate a couple students that they know, to do this  
   e. Charge to EC before January meeting: review Zoom info and capabilities  
   f. Ideas for social aspects of reception for breakout rooms:  
      i. Simply networking/chatting  
         1. Have a host per “room”, which will be the 9 EC members  
         2. Include an ice breaker, conversation prompts, introductions  
3. WIT Committee Reports: (note: where two individuals are listed, the first is the chair and the second the co-chair).  
   a. WIT Nominations Committee (JH/BB) Status of ineligible nominee?  
      i. Ineligible nominee renewed SOT membership and is now eligible  
   b. WIT Awards Committee (PS/JZ)  
      i. Extended deadline: Jan 8th SGEH sent email to membership on 12/21/20.
c. WIT Newsletter Committee (GC)
   i. Newsletter is in progress, will be published late January. More updates to content will be provided at the January EC meeting.
   ii. Discussion with EC: diversity/equity component that was suggested following the Summer/Fall newsletter:
      1. Recap the previously published NAS report on diversity in STEM
      2. Reference Jan’s previous newsletter article on sexual harassment (NAS)
      3. Judy/Phoebe’s symposia on diversity and student relations, can pull from those efforts
         a. GC to reach out JZ / PS for student candidates to help with this, provide blog post adapted to a newsletter article.
      4. Focus is to be on gender equity to align with mission of WIT

d. SIG-Collaboration Group (CS/JH) Update from last meeting
   i. No new update

4. Consideration of request from doctoral student to distribute her questionnaire to WIT Membership
   a. EC decision to send to the WIT membership via ToXchange: need more information
   b. Follow-up: confirm that SOT national council approves (CS to follow-up)
   c. JZ will communicate with the student’s PI for further information

5. AOB?
   a. None