

Women in Medicine & Science Executive Council
Meeting Minutes – February 18, 2022

Executive Council Members in Attendance

Andrea Lauffer, MD (Chair)
Nalini Santanam, PhD
Selena Khanna
Vivian Wellington

Women in Medicine & Science Networking Event

Mackenzie has been in contact with main campus to create a website to collect money/RSVs for the event. [Click here to view the site](#). Mackenzie also had an invitation created and will be sending that out on March 1st to all female faculty/students/residents/fellows.

Drs. Wehner and Shah have agreed to speak at the event. Dr. Lauffer will reach out to Dr. Browning to see if she will speak as well.

Is there still interest in holding a raffle? WIMS EC Members need to ask local business for a donation if the raffle is to move forward.

The catering menu through Sodexo is available by clicking here. These are the food options for the event because it is being held on Marshall property. [Click here to view the menu](#). Please be prepared to discuss the menu for the event at the next planning meeting.

Mackenzie reached out to the Student Center to see when they need to know numbers of attendees along. They responded saying they need to know attendee numbers no later than a week before the event. They will then set up the number of tables and chairs based on those numbers.

Monetary Donation for Speaker

No progress has been made here, however Dr. Shah has suggestions for speakers.