

**Women in Medicine and Science Executive Council Meeting**  
**September 19, 2019**

**Attendance:**

**Members Present:** Ginger Boles, MS, PA-C; Samrina Hanif, MD; Jennifer Hawkins, DO; Allison Thompson; Lexie Blalock; Cassaundra Song;

**WIMS Facilitators:** Darshana Shah, PhD; Mackenzie Fravel

**Agenda:**

**I. EC Representative from School of Pharmacy**

A pharmacy faculty member contacted Mackenzie after the Mentoring Forum in June, asking if there would be a spot on the Executive Council for a representative from the School of Pharmacy. After discussion amongst the current Executive Council, they decided that pharmacy should have a representative. Mackenzie will email Dean Gayle Brazeau of the School of Pharmacy to inform her and ask how the Pharmacy school would like to choose their EC representative (voting or appoint a representative).

**II. EC Member Voting**

Dr. Maya Bitar has left Marshall University Joan C. Edwards School of Medicine for a different institution, and thus her spot on the Executive Council is vacant. To fill her spot on the council, Mackenzie sent an email to all female faculty stating that nominations for a faculty representative on the Women in Medicine and Science Executive Council are open. Five female faculty members were nominated: Mary Payne (Neurology), Sheena Pramod (Internal Medicine), Nalini Santanam (Biomedical Sciences), Jennifer Mills Price and Hillary Porter (Both from Psychiatry). Mackenzie then emailed female faculty a link to vote for the new member, after the voting deadline past, Nalini Santanam (Biomedical Sciences) received the most votes and has since accepted the position on the council. Opening the nomination and voting to all female faculty is to ensure inclusion of everyone interested but also to aid female faculty in adding to their CV for the promotion and tenure process.

**III. Mentoring Circles**

Various members (mentors/mentees) have contacted council members wondering how to begin the mentoring circles. The Council decided to host a Mentoring Forum 'Training the Mentors' Zoom meeting to teach and mentor the mentors on how to begin the circles. Dr. Samrina Hanif and Dr. Darshana Shah will co-host the first Zoom meeting training.

**IV. Future Forums**

WIMS Executive Council decided on hosting two forums per year. The next forum will be in January/February (depending on guest speaker's schedule). Lexie Blalock will reach out to Carolee Bull to be the keynote speaker. The second forum of 2020 will take place in September.

**V. Miscellaneous Business**

Office for Faculty Advancement is starting a podcast; Mackenzie is interested in interviewing the members of WIMS EC to begin a mini series of Women in Medicine and Science. The Podcast is in the beginning stages but Mackenzie will contact members once she has the podcast up and running.