

Monthly BWIS Meeting

December 14, 2018



Attendees: 16

Call to order by: Anna Goldberg at 12:09 pm

I. **Beginning announcement:** Christina Swinson has passed away.

- i. Her loss is very sorely felt. She had just been married a week ago, the wake is today and the funeral is tomorrow. She will be extraordinarily missed. Communications will put together a lab wide article in her memory. It was suggested that we should honor her with one of our activities, or a networking function.
- ii. She gave a talk for BWIS a few years ago how when she was growing up she always wanted to be a pirate. Her parents taught her she could be whatever she wanted. Kathy is looking for the video to repost it on the BWIS website.

II. **Report on past BWIS activities**

- i. Membership numbers:
 - Two new members and one new lifetime member.
- ii. Treasurer's report:
 - Kelly Anne: Three reimbursements to submit
 - Loralie: Bank statements on network drive. No deposits for the month of November.
- iii. FY2019 allowable budget update:
 - We asked for more money for the 40th anniversary. We did not get any of that money
 - Eye opening: Shirley mentioned that our funding is tied to the grade BNL gets. We have an A. If we were to get B, all BNL accounts would be dropped by dropped 50%. Safety is the biggest determiner for our grade. Lots of incidents means the grade will drop and so will our funding.
 - Shirley's priority is the international Women's day speakers.
 - Vivian's requested total was 8k ~ 1100 dollars more than we received.
 - The I&D account may help us cover the additional speakers.
 - We can't spend more than 7k this year on speakers. These past few years we didn't know how much we were spending. We weren't given a record of the cost and we did not have a limit.

- This year there was 17k of funds to be allocated, 10k went to distinguished speakers 7k went to us. This is a significant chunk, and we should count ourselves lucky. We are very fortunate. We are the only group that has received allowable funds. These funds are used for speakers, travel and accommodations.
- We can always approve expenditures against the 10k TFU money.
- We need to close out the PAYPAL account. Hopefully by January we will have progress in this respect.

III. Director of Communications

- i. **Publicity status:** Amber let us know nothing new has happened.
- ii. There is behind the scenes work on Chasman. They are targeting user groups more directly this year.
- iii. **One more thing from Shirley:** Its been requested that we do not schedule events for 5 months.
 - These Months are: October, November, December, February, May. This is so we don't overlap with events for the Hispanic Heritage Group, Black History Month, and The Asian American Pacific group.
 - Three of the months we can use are summer months, when people are on vacation.
 - We were asked to cancel the February speaker, who requested to speak in February in particular. Vivian was working with the AAAG
 - Maybe it is possible we just plan for things not to be the same day, we can try to better coordinate things.

IV. Director of Programs:

- i. Upcoming events:
 - International Women's day
 - Conference will be held either at SBU or at BNL, most likely SBU. We are trying to collaborate with WISE. This will be a half day event.
- ii. Chasman Scholarship Update:
 - A Fairly good work schedule is in place. This schedule will be sent out soon.
- iii. Work Life Balance update:

- Lorraine is not available today.

V. Open Issues:

- i. Open position: Social Media Officer
- ii. BWIS 40th Anniversary Celebration:
 - Budget situation led us to the conclusion we will piggy back of our other events. Action items: picking specific dates.
 - Kathy's son had not received the right logo until recently, now he has it and can work with it.
- iii. Wine and Cheese event January 10th:
 - Maybe a good time to have a memorial for Christina
 - Her accomplishments stand, we are going to keep her on the poster.
 - Kathy suggests we make the poster bigger and make an additional poster with more women.
 - We want multimedia to focus on the accomplishments of women at the lab
- iv. Spring Networking Luncheon in June.
- v. BWIS distinguished speaker is still to be determined for the labs distinguished speaker series.
 - Will not incur cost.
- vi. High school Career day will be in April. Aleida has the reigns, she wants to incorporate
- vii. Gail has a speaker to propose to I&D, a physicist willing to do three talks.
- viii. Go through BWIS boxes in Kathy's office- scholarship information left:
 - Trying to decide what to keep and what to shred.
- ix. Call for proposals from NPP
- x. Video uploads onto BWIS website
 - No updates, waiting for Vivian on this.
- xi. Webpage for IWD: Chris W is going to work on this.
 - Do we need approval from BNL? Linda Sinatra is the person to call to find out. This will be the first year we use their website services.
- xii. November speaker feedback, honorarium: Nothing new as of yet.

V. New Business:

- a. Brookhaven Town Women's Recognition Nominations
 - i. Has to be a woman who lives and works in Brookhaven
 - ii. Website shows criteria
 - iii. January 18th is the deadline.
- b. Conference for Undergraduate Women in Physics (CUWiP)- 1-2 volunteers needed
 - i. Conference is in Massachusetts, there will be a career panel and discussion.
- c. Next week there is a Leona Woods speaker, Maria will speak
 - i. Tuesday she will give an accessible talk, then the 20th she will give a technical talk.
 - ii. How can we improve communications?
 - iii. Amber will send a follow up
- d. Directorate I&D Council updates
 - i. NPP: Two proposals have been approved so far. There is plenty of money left. Vivian is submitting separate proposals for the speakers. Even I&D members are allowed to submit proposals. How do you do metrics? How do you measure success of these efforts?
 - ii. GE had a day where top PHD candidates had a day where GE outreached and did interview tips and minority networks.

VI. Other Business:

- a. Amanda Horn: science judges should be more diverse.
- b. Contact her, she can't have the same judges
- c. Stony Brook reached out to Anna, WISE has students coming in for two Saturday's anyone who wants to teach a class can.

VII. Action Items:

- a. Have a Healthy and safe Holiday season.
- b. Kathy: BWIS 40th anniversary logo
- c. Go through Kathy's and Loralie's boxes for scholarships
- d. November speaker feedback and honorarium follow up