

## Monthly BWIS Meeting

October 9, 2019



Attendees: 15

- I. Call to order by: Amber Aponte at 12:05 pm
- II. Comments or questions regarding minutes from last meeting:
- III. Report on BWIS activities:

**a) Director of Membership**

- i. Membership Numbers: 1 renewal member, 1 new lifetime member, and 21 people signed up for more information at Alive B4 5

- ii. Treasurer's Report:

Welcome to FY20!

1. Reimbursements: Kathy W. needs to be reimbursed for flowers; Vivien still needs to be reimbursed also.
2. Amber purchased pens, tote bags, and brochures with leftover money from FY19 (roughly \$600).
3. We submitted our budget proposal on time; S. Kendall responded to all the Employee Resource Group leaders that it will be "months" until we hear back and that we may receive less than requested.

- iii. Annual Report:

1. The BWIS Annual Report provides a summary of our last year (including finances); to what degree should we share or make the report accessible to others?
2. Comment: We should not include full financial activity.
3. For now, the report will be stored in the BWIS share folder.

**b) Director of Communications** No updates.

**c) Director of Programs**

- i. Past Events:

1. Jamie Lee Workshop: Negotiation Skills

- a. The negotiation workshop had a large turnout and positive feedback.
- b. We should keep workshops like this in mind for future.

ii. Upcoming Events:

**1. Next BWIS Speaker: 10/17, Kimberly Jackson, Spelman College**

- a. "Realigning the Crooked Room in STEM" in the Hamilton Seminar Room (Bldg. 555)

**2. Cultural IQ Workshop**

- a. A company proposed by Kayla, they won't be around until August, but they give onsite and offsite training
- b. Kayla will keep us posted on this

**3. DDI, Raising Confidence/ Men as Allies Workshop**

- a. Offered by the Physics department
- b. Not sure when it is happening

**4. 10/15 Hispanic Heritage Food tasting**

- a. Food tasting in cafeteria from 11 am – 1 pm

**5. 11/14 Early Career Researcher Symposium**

- a. Berkner Hall (Bldg. 488) in the lecture Hall, lobby, and rooms A,B,C,D

iii. Networking Events:

**1. Annual Wine and Cheese event:**

- a. We are aiming to hold this event in early December.
- b. The Rec Room should be reserved for a couple of days and then we can decide on a date that works for most people.

iv. Work Life Balance Update:

- 1. The Work Life Balance Committee is meeting on 11/20/19.

#### IV. Open Issues:

##### a) **International Women's Day:**

- i. The Girl Power in STEM event will take place March 7-9, 2020, possibly at Brookhaven instead of Stony Brook.
- ii. Volunteers are needed for this event as they would like to start planning the event soon. If interested, contact Vivian or Amber.

##### b) **Culture IQ survey**

- i. The data from the Culture IQ survey is available and the NPP committee is reviewing the survey, along with the comments provided by the employees.
- ii. We hope to get the gender split analysis of each question from NPP so its available lab-wide

##### c) **APS Survey**

- i. The APS (American Physical Association) has conducted an on-site visit. The data has been given to NPP.
- ii. The APS makes suggestions and the lab is supposed to implement changes.
- iii. We should look out for the report and feedback.
- iv. Hopefully BWIS can be a part of focus group

#### V. New Business:

##### a) **Strategic Planning Workshop**

- i. Amber assessed the items we fulfilled and still need to work on from the strategic planning workshop.
- ii. We should focus on the goals that we still need to complete.

- b) Gail suggested that we open an event to SWE to come visit the lab in the spring (Society of Women Engineers).

- i. As event organizer, Gail will oversee organization which will entail the following:
  - 1. Rent a bus and pick guests up from the train station
  - 2. BWIS members can conduct the tours
  - 3. Lunch
  - 4. We can end with a meeting where BWIS gives a presentation
- ii. The last time we did something similar we had roughly 25 students attend and the event was well received.
- iii. We should do it on a week day so we have support from the rest of the lab
- iv. Gail will follow up with SWE and take the lead on this.

**VI. Action Items:**

- a) Amber is going to send out a message to members of BWIS who need to renew their membership. We can email them and set up a time for them to come pay.

**VII. Adjournment at 12:45 pm**