

WiGS Organizational Meeting  
6 April 2011 from 2:30-3:30PM in Foege S-448  
Recorded by Gennifer Merrihew

Members in attendance: Leslie Emery ([emeryl@uw.edu](mailto:emeryl@uw.edu)), Caitlin Gamble ([cgamble@uw.edu](mailto:cgamble@uw.edu)), Tanya Grancharova ([tgranch@uw.edu](mailto:tgranch@uw.edu)), Jen McCreight ([jmccreig@uw.edu](mailto:jmccreig@uw.edu)), Gennifer Merrihew ([genn@uw.edu](mailto:genn@uw.edu)), and Melody Rynerson Palmer([mryner@uw.edu](mailto:mryner@uw.edu))

- I. Event Coordinating Responsibilities
  - a. Carlene will only be dealing with airfare, hotels and ground transportation from now on
  - b. WiGS will need to organize student lunches, faculty meetings, dinner, room reservations and posters
  - c. Our new responsibilities require a lot more time and organization
    - i. Have 2 people help plan for each event instead of 1
    - ii. Genn will talk with Nancy Cameron about new responsibilities - we would be willing to forgo some money from our budget if we could have help in event organization
  - d. Genn will type up updated tutorial
    - i. Poster description and distribution
    - ii. Faculty meeting organization
    - iii. Room reservation, seminar refreshments, etc.
- II. Policy Seminar - Jenny Reardon
  - a. Melody and Tanya organizing
  - b. Friday, May 6<sup>th</sup> in T-733 at 11:30 AM
  - c. Need to make map of location
  - d. Dinner TBD
- III. Work/Life Balance Panelist Lunch Discussion
  - a. Jenn organizing, Melody helping with Purchase PATH
  - b. Panelists include: Christine Queitsch, Bonny Brewer, Jacob Tennessen and Alan Rubin
  - c. Monday, May 2<sup>nd</sup> in S110 at noon
  - d. Discussed having questions ahead of time for panel
- IV. Regular lunch social events
  - a. Plan on meeting every 3<sup>rd</sup> Monday for informal lunch
    - i. First event will be on Monday, April 18th
- V. Adding officer profiles to website
  - a. Have officers put a short bio and picture on website
- VI. Spring Quarter Peer Review Lunch Discussion
  - a. Leslie organizing
  - b. Stan Fields will present in mid/late May
  - c. Focus is on the perspective of individual being reviewed