**Women’s Committee meeting, December 7, 2017**

In the room: Erin Black, Julie Huber, Ellen Bailey, Kaitlyn Tradd, Shannon Rauch, Mallory Ringham, Véronique LaCapra (taking notes)

Via Skype: Annie Bourbonnais, Dina Pandya

**Process for announcing new members for 2018, following the vote last week**

1. Email all nominees, let them know results, they were close, encourage them to apply again.

2. Email women@whoi.edu to announce results

Annie will talk with Janet Fields in the Academic Programs Office about finding a new postdoc rep for the committee, because Annie is finishing up.

We'll also need to elect committee officials (chair, possibly co-chair, treasurer, web master, secretary).

We are responsible for updating the WHOI Wiki page, which hasn’t been done in a while.

We also need to update the Women’s Committee website, and start posting meeting minutes there each month.

**Gender neutral bathrooms—update**

Erin and Véronique updated the committee on where things stand. HR Director Kathi Benjamin is going to propose to staff council and senior management to convert all the bathrooms at WHOI to gender neutral, including multistall bathrooms. Additional signage would identify any bathrooms with urinals.

In the interim, it would be good to have maps showing location of gender neutral bathrooms.

There would also be a comment period for everyone at WHOI to weigh in.

Some issues:

Locker rooms

Showers

Lactation rooms—in Redfield and Bigelow, lactation rooms are part of bathroom (in Clark it’s a separate room). Required by law to be women-specific, with refrigerator, private, etc.

Low stalls

Microaggression workshop and sexual harassment training

WHOI does not have sexual harassment training. In light of #metoo, this would be the time to implement that.

Needs to be required.

Susy Clark (3rd year, PO) has been championing Tiny Teas at MIT and is coming here more.

Meg Tivey also wants to have PIs and grad student advisors to have sexual harassment training.

Julie: I think general harassment training is needed in every department.

People are already doing annual safety trainings at WHOI (chemical safety, etc.).

You don’t know who to go to for help right now, if you can’t go to your supervisor.

People here travel with co-workers often here, and spend time on ships.

Andone Lavery is aware of a new film UNOLs is working on, about sexual harassment. Email went out in November. Kaitlyn forwarded it to womens-committee@whoi.edu

For 2018, the Women’s Committee wants to push forward having mandatory sexual harassment training.

Who do you go to if you are sexually harassed or are aware that someone has been?

What about harassment is being done by someone who is not a WHOI employee?

Students don’t know to go to Christine Charrette for Title IX issues.

Online trainings can be very interactive, where you have to constantly click on things to work your way through it.

Could fall under the purview of the Safety Office. Ron Reif. Georgie Crowley.

We should find out from Kathi Benjamin is doing already, in January.

Next meeting: give summary of what we’ve done in last year to new members.