

DMAC Meeting

Wednesday, July 10, 2024, 1PM-2PM EST

Attendees:

Ilkem Sevgili	Melanie Barzik
Betsy Driver	Reza Amanipour
Agudemu Borjigin	Marina Silveira
Jarnail Singh	Michele Insanally
Melissa McGovern	Matheus Macedo-Lima
Jeffrey Cheng	Anahita Mehta
Anahita Mehta	Radha Kalluri
Kristin Johnson, Executive Office	

Minutes:

Task Group Updates

ARO Scholar Task Group

Reza provided updates on the ARO scholar task group, highlighting potential funding from the Burroughs Welcome Fund (BWF) included in their budget proposal for the 2025 fiscal year. Plans were discussed to launch the program in October, with a review process in November and an announcement of awardees in December or January. The donation campaign has raised ~\$600.00 so far. Kristin has not yet approached the Henderson Fund (HF) for funding due to needing an updated proposal. Once the task group completes the proposal, Kristin will present to the HF. Radha reminded the group that Council strongly encourages pursuing foundation funding, NIDCD, and considering an R25 application. Radha noted that Anna Lysakowski, Treasurer and Council member, offered to assist with the application. Radha has gathered examples of applications and metrics the task group needs to track. She will send those to Kristin who will review and distribute them to the task group.

Coffee Hour Task Group

Updates on the coffee hour task group were shared, including the preparation for the first coffee hour this month. Promotion strategies such as social media posts, calendar updates, and email notifications were discussed. The importance of sensitivity and seriousness of the topic was emphasized, with a call for additional moderators to support the session. The task group agreed to discuss this at their meeting scheduled for the following day. Kristin confirmed arrangements for speakers and the advertising process. The upcoming ARO coffee hour will focus on writing effective diversity statements for tenure-track applications.

Symposia/Special Session Task Group

Michele updated the group on the special session submitted noting that it was successfully completed. She mentioned that funding for invited speaker, Andrea McQuate is still needed. Andrea is an ARO member and ineligible for ARO speaker funds. The task group will write a proposal to be submitted to Council asking for ARO to support her travel funds. Kristin confirmed they will be notified of the session acceptance/rejection by mid-August. The task group will begin work on the proposal and send it to Kristin for inclusion on the Council's August meeting agenda. The Council meeting is August 15th, 2p-3p est.

JARO Manuscript Task Group

Anahita gave an update on the plans for the JARO manuscript based on last year's leaky pipeline session, aiming to send a 3-4,000 word opinion piece. The manuscript will include demographic data and a Q&A with speakers, with a need for recordings or slides from the session for reference. Kristin will try to find a working recording link and confirmed that the only slides on hand from the session are from Dr. Cendrine Robinson and on the Resource page on the ARO website. Anahita has created a shared document for questions for the manuscript [here](#).

Action Items

1. Radha to send example R25 applications and metrics to Kristin
2. ARO Scholars task group to complete Henderson Fund proposal for funds
3. Kristin to send out ARO Scholars submission guidelines and this year's program announcements to the task group for review when available.
4. Coffee Hour task group to identify additional moderator.
5. Special Session task group to draft and finalize proposal for Andrea McQuate's travel funding and submit it to Kristin 2 weeks prior to the Council meeting on August 15th.
6. Kristin to gather/prepare ARO Scholars announcement language and submission guidelines from last year and send to task group for review & updating.
7. Kristin to find membership data from 2021 and before and send to Matheus.