

Women in Science and Technology (WIST) Program Steering Committee

This is a Laboratory-wide committee that operates as described in LMS-PROC-217.

Charter last revised: 1/4/2016

Accountable to: Deputy Laboratory Director for Science.

Purpose

Support Argonne's strategic plan for diversity, providing leadership and resources to promote the success of women in scientific and technical positions at the Laboratory. WIST has a broad base of volunteers enabling its initiatives to thrive and benefit Argonne's culture, visibility, and ability to attract a diverse workforce.

Responsibilities

1. Facilitate the WIST mission by discussing programmatic and operations priorities with the WIST Program Initiator (WPI), providing guidance on tasks to be accomplished and discussing WIST program issues that arise.
2. Serve as a search committee, providing the chairperson with recommendations regarding choice of the WPI and advising the chairperson on appointment of technical staff committee members.
3. Support implementation of WIST activities, disseminating information and communicating within the Laboratory community, Directorates and Divisions.
4. Provide support to assess the WPI's progress and input to the annual evaluation of the WPI's performance.

Reporting Requirements

The WPI's performance is reported on her annual appraisal by the chairperson with input from the WIST members.

Membership Selection

A representative of the Office of the Director, such as the Deputy Laboratory Director for Science, serves as chairperson. A call for membership is publicized for alternate committee members to be selected from the scientific, technical and professional staff of each Directorate (CELS, EGS, OTD/OPS, PSC and PSE) to serve for two years in support of regular committee members. At the end of this time, they are appointed by the chairperson to the steering committee as regular members for another two year period, and new alternates are selected. To carry forward the WIST mission, alternate and regular committee members work closely with the WPI and other steering committee representatives from Argonne management. The submitted cover letters and one page resumes are reviewed by existing members to provide recommendations to the chairperson for future appointments.

Membership Term

2 years

Membership Renewal

Members may serve an unlimited number of terms