The WINGS mission is to support women in the National Security Sciences and Nuclear Science and Engineering Directorates through a welcoming social network and mentoring. WINGS will work with management and promote policies that improve morale, recruitment, and retention of all employees at ORNL.

2020 Annual Report

Officers:
Rose Montgomery, President
Askin Guler-Yigitoglu, Vice President
Diana Tucker, Treasurer
Lindsey Aloisi, Secretary

Committee Chairs:
Ashley Shields, Outreach Committee Chair
Allison Greaney, Social Committee Chair
Rike Bostelmann, Communications Chair

Cabinet Members at Large:
Melanie Laverdiere
Arzu Alpan
Annabelle Le Coq
2020 Leadership Accomplishments

In 2020, to reach more members, WINGS greatly expanded its program with the following objectives:

- Provide high quality networking and training opportunities
- Facilitate discussion on ORNL’s policies regarding sick leave and family medical leave

WINGS also worked to improve its organizational infrastructure. In 2020, WINGS:

- Established governing bylaws for the organization
- Established collaborations with other ORNL employee resource groups, including Committee for Women and Women in Physical Science
- Developed a WINGS informational website
- Established a funding source for board activities and meeting supplies
- Developed a WINGS logo, Outlook email, and TEAMS channel

The WINGS Executive Committee developed a list of policy recommendations regarding the impact of COVID-19 on staff and ORNL sick leave policies. Input was received from the WINGS general membership through a dedicated Teams channel and presented to Associate Laboratory Directors Alan Icenhour and Deborah Frincke by the WINGS President.

WINGS conducted two polls in 2020 to better understand member perspectives and has acted on the feedback with increased networking and Lunch and Learn opportunities. WINGS also established an ORNL Library WINGS collection of leadership books available to all staff.

As of October 7, 2020, WINGS’ mailing list has 116 members and the Teams channel 123 members. 42% of WINGS’ members are from NSED, 33% from NSSD, and 26% from other directorates. Table 1 presents a listing of 2020 WINGS events and member attendance.

<table>
<thead>
<tr>
<th>Month</th>
<th>Event</th>
<th># Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>February</td>
<td>Coffee Hour</td>
<td>36</td>
</tr>
<tr>
<td>April</td>
<td>General Meeting (virtual)</td>
<td>22</td>
</tr>
<tr>
<td>May</td>
<td>Coffee Hour (virtual)</td>
<td>27</td>
</tr>
<tr>
<td>June</td>
<td>Social Hour (virtual)</td>
<td>13</td>
</tr>
<tr>
<td>July</td>
<td>General Meeting (virtual)</td>
<td>71</td>
</tr>
<tr>
<td>August</td>
<td>New Hire Coffee (virtual)</td>
<td>~10</td>
</tr>
<tr>
<td>August</td>
<td>L&amp;L (virtual)</td>
<td>95</td>
</tr>
<tr>
<td>September</td>
<td>Meditation Session (virtual)</td>
<td>24</td>
</tr>
<tr>
<td>October</td>
<td>General Meeting</td>
<td>32</td>
</tr>
<tr>
<td>December</td>
<td>Networking Event</td>
<td>29</td>
</tr>
</tbody>
</table>
Membership and Communications Statistics

This year’s communication activities were focused on establishing tools for communication with all WINGS members and for communication within the Executive Committee:

• Created WINGS mailing list (wings@email.ornl.gov) for easy communication to all WINGS members. WINGS members can subscribe and unsubscribe on their own, or they can be added by the Communications Chair. Everyone on the mailing list can send emails to this list.

• Created WINGS Executive Committee mailing list (wings-exec@ornl.gov). Closed mailing list. WINGS Executive Committee members are added by the Communications Chair or the Solution Center.

• Created wings-board inbox (wings-board@ornl.gov). This is an email account from which the Executive Committee writes official emails to WINGS members or others.

• Set up WINGS public website (https://wings.pages.ornl.gov) to introduce WINGS to interested individuals and to provide WINGS members with news about upcoming events and other interesting materials and links.

• Created WINGS MS Teams channel (https://tinyurl.com/TeamWINGS) for easy interaction between WINGS members.

As of October 7, 2020, WINGS’ mailing list has 116 members and the Teams channel 123 members. 42% of WINGS’ members are from NSED, 33% from NSSD, and 26% from other directorates.

General Member Meetings

WINGS held three meetings in 2020 to brief members on its projects.

At the April general member meeting, WINGS hosted a discussion of the impacts of COVID-19 on women-owned local businesses which included interviews of several local female business owners.

At its July general meeting, WINGS hosted an interview with Deb Frincke, the newly hired Assistant Laboratory Director for the National Security Sciences Directorate. This event drew a large audience who were actively engaged in the interview and enjoyed learning about Dr. Frincke’s career trajectory and advice for women in the workplace.

At its October general meeting, WINGS addressed changes to its bylaws related to Reimagining ORNL. WINGS nominated officers for the 2021 year and asked for additional nominations from the membership. Voting procedures were discussed. WINGS also thanked its 2020 sponsors, officers, and committee members. A special thanks was provided to Founder Cathy Romano, recognizing her service to WINGS as she moves to a new position outside of ORNL.
Outreach Activities and Events

Outreach activities in 2020 were focused on new hires and new members of NSSD and NSED. WINGS works with the HR managers to identify new hires in these directorates and reach out to them with a welcome message and an introduction to WINGS. As part of our effort to recruit new members and foster a strong sense of community with existing members, we reached out to WINGS membership to host discussions on the WINGS Teams channel with advice for new hires and provided a forum where any staff member feels comfortable asking questions. The key outcome of this was the development of a WINGS Guide to ORNL Acronyms. This document is available through the WINGS Teams channel, distributed with the WINGS welcome email, and has been picked up by at least one division for distribution to their new staff.

In August, we held a New Hire Welcome Event in collaboration with the Women in Physical Sciences (WiPhy) group for new staff who started from April 1, 2020. Executive Committee members shared advice and answered questions from new staff. Based on the success of this event, another Welcome Event will be held before the end of CY20.

In addition to reaching out to ORNL employees, WINGS is reaching outside of ORNL to work with women in STEM. In June, WINGS’ President and Vice President attended University of Michigan Nuclear Engineering and Radiological Sciences (NERS) women’s group meetings and discussed experiences working in STEM. The NERS women were invited to attend a WINGS general membership meeting.

WINGS has also established a special collection in the ORNL Library focused on leadership topics. Any person with access to the ORNL Library can borrow books from the collection, which includes a variety of topics from body language to impostor syndrome to success strategies. The books can be found by searching “WINGS” in the Library’s basic search. WINGS will expand the collection by adding a few books every year.

Social Activities and Events

Between February and September, WINGS held one in-person event and seven virtual events for members. These events included general member meetings, coffee breaks, social calls, and lunch and learns. On average, 37 people attended each virtual event, which WINGS considers a great success given the challenges of organizing virtual programming that is worthwhile of our members’ time. A poll conducted in July indicated that members value networking activities above other kinds of social activities.
WINGS kicked off the year with a pre-pandemic physical coffee hour in February. Beginning in March 2020, in response to the pandemic, WINGS moved its functions to the virtual Microsoft TEAMS platform. Several virtual socials were held, including a meditation-focused meeting entitled “A Few Minutes of Mindfulness.” Thirty-six attendees signed-in at the WINGS May coffee hour, but it is estimated that the actual turnout was likely higher. This coffee social featured an ice-breaker that encouraged attendees to meet new people and resulted in 18 new members joining our mailing list. The “Few Minutes of Mindfulness” in September drew an audience of men and women looking for a short mental break during the busy end of the FY. This event allowed WINGS to highlight ORNL wellness programs available to employees.

A virtual networking event is planned for November. The networking event will feature an ice breaker activity to connect employees across shared personal interests, followed by break-out sessions that will connect employees with shared research or professional interests. The objective of this event is to help employees learn more about work that happens outside of their section or division, potentially establish new research collaborations, and feel engrained in the One ORNL community.

This year was challenging from a social networking aspect and many in-person coffee hours and after-work social meetings had to be cancelled. Nevertheless, WINGS demonstrated that, with some creativity, successful virtual social events can be provided for ORNL employees.

### Budget and Spending

The WINGS’ budget began with $8,000 provided by Division Director Jeremy Busby to support networking and outreach goals. Later in the year, the Committee was able to secure additional funding from the Nuclear Science and Engineering Directorate (Alan Icenhour) and the National Security Sciences Directorate (Deborah Frincke) in the amount of $13,000 to support the cost of meeting materials, program development materials, promotional items (e.g., lanyards, signage) and to cover the Executive Committees’ time for WINGS’ board and general meetings.

The WINGS’ Committee started costing their activities in March and continued through September.
The activities that the WINGS’ Committee completed this year had favorable outcomes, and we forecast the continuation of supporting all Laboratory Staff in their orientation and development needs with the continuous funding from supporting Laboratory Directors in the upcoming year.
FY20 WINGS Event Highlights

Three largest events of WINGS among ten events.

- **Coffee Social**
  - February
  - 36 participants

- **General Meeting**
  - July
  - 71 participants

- **Lunch & Learn**
  - August
  - 83 participants

FY20 WINGS Member Numbers

Number of mailing list members from FY19 to FY20 increased by 53%. WINGS Teams Channel is created in FY20.

- **Mailing List**
  - 76 members
  - WINGS mailing list has 116 members

- **WINGS Teams Channel**
  - 116 members
  - WINGS Teams channel has 144 members

FY20 WINGS Member Distribution

Members from Nuclear Science and Engineering Directories (NSEN), National Security Sciences (NSSD) and from other directorates.