



COUNCIL ON COUNCIL ON CARDIOPULMONARY, CRITICAL CARE, PERIOPERATIVE AND RESUSCITATION (3CPR)

LEADERSHIP COMMITTEE COMMISSION

SCOPE:

The American Heart Association's Council on Council on Cardiopulmonary, Critical Care, Perioperative and Resuscitation provides science-based leadership and assistance in support of the organization's goal to be a relentless force for longer, healthier lives.

The Council on Cardiopulmonary, Critical Care, Perioperative and Resuscitation Leadership Committee serves as a resource on issues pertaining to bench-to-bedside and community approach ranging from integrated cardiopulmonary physiology to issues of critical care, emergency cardiovascular care and CPR. The Committee conducts the affairs of the Scientific Council including: providing input into the AHA's science positions; anticipating areas of scientific relevance to the council's objectives and programs; identifying members to serve on writing groups; providing input into community education and patient education programs; exploring and providing opportunities for early career investigators to interact and mentor with others in their field; maintaining ongoing and open communications with the Council Operations Committee to ensure appropriate fiscal oversight and decision-making based on available funds; and providing oversight and guidance to the other relevant Council committees.

NUMBER OF MEMBERS:

XX – **XX** Members

MEMBERS:

The Leadership Committee shall be comprised of:

- Chair
- Vice Chair
- Immediate Past Chair
- Chair, 3CPR Early Career Committee
- Chair, 3CPR Membership & Communications Committee
- Chair, 3CPR Nominating & Awards Committee
- Chair, 3CPR Resuscitation Science Symposium Program Committee
- Chair, 3CPR Scientific & Clinical Education Lifelong Learning Committee (SCILL)
- 6 to 8 Members-At-Large (One At-Large Member must be Early Career)
- Advocacy Ambassador
- Diversity Champion
- Go Red Women in Science & Medicine Representative
- Liaison, Society of Cardiovascular Anesthesiologists
- Liaison, ECC
- Liaison, American College of Emergency Physicians
- Liaison, Society of Maternal-Fetal Medicine; SOC of ECC-AHA



- Liaison, Early Career Blogger

Note: Members and Members-at-Large vote. Liaisons are nonvoting Members of the committee.

REPORTS TO:

Council Operations Committee (COC)

APPOINTMENT TO THE COMMITTEE:

Nominations for the officers and Members of this committee are vetted and decided on by the Council Nominating Committee, chaired by the Council's Immediate Past Chair. Nominees come from numerous sources including input from the committee Chair and Vice Chair, suggestions from other volunteers, the Science Volunteer Form in Professional Heart Daily as well as relevant staff input.

TERM OF SERVICE:

Terms begin on July 1st and end on June 30th and shall be staggered for continuity. The Chair, Vice Chair and Immediate Past Chair only serve one two-year term in those positions. Members and liaisons on the committee serve a two-year term but are eligible to be re-invited for a second two-year term after which time they are replaced.

FREQUENCY OF MEETINGS:

The committee may meet face-to-face twice per year in conjunction with AHA Scientific Sessions and XXXX Scientific Sessions with two operational teleconferences in advance of them. Additional meetings, via teleconference, may be arranged as required.

OR

This committee meets face-to-face at AHA Scientific Sessions with an operational teleconference in advance of that and has a combined teleconference in the spring. Additional meetings, via teleconference, may be arranged as required.

OR

This committee meets face-to-face at XXXX with an operational teleconference in advance of that and has a combined teleconference in XXXX.

RESPONSIBILITIES/OBJECTIVES:

To conduct the affairs of the Scientific Council in the intervals between regular meetings and carry out the objectives within the policies of the AHA.

1. Provide input into the AHA's science positions as they relate to the Council's given field of cardiovascular and neurological expertise.
2. Guide and direct the Council's scientific papers, statements and programming for conferences and on-line lifelong learning products. Anticipate and appraise areas of developing relevance to the Council's field of science and develop recommendations for needed activities in these areas of science, medicine and research over the next three-to-five (3-5) years.
3. Identify partners to serve on writing groups for Scientific Statements, advisories, and guidelines and to review journal articles, serve as journal editors and editorial board



partners.

4. Promote diversity, equity and inclusion.
5. Create and maintain a strategic plan for the Council.
6. Provide input into community education and patient education programs.
7. Explore and provide opportunities for early career professionals to interact with mentors and others in their field of interest.
8. Involve the Council in Association-wide strategic planning, goal setting and subsequent support of achieving those goals.
9. Maintain ongoing, open communications and interaction with the Council Operations Committee.
10. Prepare an annual budget and ensure fiscal oversight over Council funds.
11. With the Partnership and Communications Committee, identify methods to increase partnership and participation of current partners in Council and AHA activities.
12. Partner with the Partnership and Communications Committee to facilitate the communication of science through various outlets including *Connections*.

CHAIR'S RESPONSIBILITIES:

- Facilitate Council business in an efficient and timely manner.
- Keep the partners apprised of issues facing the Council and the AHA.
- Ensure Council input and facilitate timely responses to AHA issues.
- With the assistance of staff, develop agenda that allows for thorough discussion of important issues, and approve subsequent agendas and work plans.
- Insure input from key leaders and constituencies in decision-making.
- Facilitate Leadership Committee meetings and present reports.
- Present Council report at the Annual Business meeting. (if applicable)
- Work with AHA staff to set meeting dates and times.
- Lead discussions at meetings and monitor activities.
- Review minutes of Committee meetings.
- Work with Committee and AHA staff to develop an annual plan and budget and oversee projects.
- Attend Science Advisory & Coordinating Committee (SACC) meetings.
- Work with AHA staff to develop Annual Business Meeting and Council Dinner agendas. (if applicable)
- Submit Chair's report to Newsletter Editor for Council *Connections*.
- Serves as a partner of the Nominating Committee.
- With the Vice Chair and Immediate Past Chair, select the next Vice Chair of the Council.

VICE CHAIR'S RESPONSIBILITIES:

- Works with staff to monitor budget and presents proposed budget to Leadership Committee each year.
- Assist the Chair in planning and monitoring activities.
- Preside over Committee meetings in the absence of the Chair.
- Attend Leadership Committee meetings and present reports in the absence of the Chair.
- Attend SACC meetings if the Chair is unable to attend.
- Assume role of Chair at the end of term as Vice Chair.
- Also serves as partner of the Nominating Committee.
- With the Chair and Immediate Past Chair, select the next Vice Chair of the Council.

IMMEDIATE PAST CHAIR'S RESPONSIBILITIES:

- Acts as Chair of the Nominating Committee.
- With the Chair and Vice Chair, select the next Vice Chair of the Council.



MEMBERS:

- Provide relevant written reports in advance of meetings and present at meetings.
- Attend and actively participate in meeting discussions and vote on issues as necessary.

MEMBERS-AT-LARGE:

- Attend and actively participate in meeting discussions and vote on issues as necessary.

LIAISONS:

- Provide relevant written reports in advance of meetings and present at meetings.
- Attend and actively participate in meeting discussions.

STAFFED BY:

AHA Council Manager