



COUNCIL ON ARTERIOSCLEROSIS, THROMBOSIS AND VASCULAR BIOLOGY (ATVB)

LEADERSHIP COMMITTEE COMMISSION

SCOPE:

The American Heart Association's Council on Arteriosclerosis, Thrombosis and Vascular Biology 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 Arteriosclerosis, Thrombosis and Vascular Biology Leadership Committee serves as a resource on issues pertaining to engagement of scientists and clinicians working to improve the prevention, diagnosis, and treatment of atherosclerotic, vascular, and thrombotic diseases in the US and worldwide. Council membership includes investigators with interests that range from discovery science to clinical research.

NUMBER OF MEMBERS:

10 – 17 Members

MEMBERS:

The Leadership Committee shall be comprised of:

- Chair
- Vice Chair
- Immediate Past Chair (who also serves as the chair of the Nominating Committee)
- Member (Chair, ATVB Nominating & Awards Committee)
- Member (Chair, ATVB & Lifestyle Clinical Lipidology, Lipoprotein, Metabolism & Thrombosis Committee)
- Member (Chair, ATVB Membership & Communications Committee)
- Member (Chair, ATVB Diversity Committee)
- Member (Chair, ATVB Vascular Discovery Program Committee)
- Member (Chair, ATVB Women's Leadership Committee)
- Member (Chair, ATVB Early Career Committee)
- Member (Chair, ATVB Scientific & Clinical Education Lifelong Learning Committee (SCILL))
- Member (Chair, ATVB Irvine H. Page Young Investigator Award Selection Committee)
- Member (Chair, ATVB Kenneth M. Brinkhous Young Investigator Prize in Thrombosis Award Selection Committee)
- Up to 7 Members-At-Large (must have at least 2 members to represent the international community)
- ATVB Journal Editor
- Liaison, International Society on Thrombosis and Haemostasis
- Liaison, National Institutes of Health (NIH)



- Liaison, International Atherosclerosis Society (IAS)
- Liaison, PVD Council
- Liaison, GPM Council
- 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, Member (Chair)ed by the Council's Immediate Past Member (Chair). Nominees come from numerous sources including input from the committee Member (Chair) and Vice Member (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 Member (Chair), Vice Member (Chair) and Immediate Past Member (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 Vascular Discovery: From Genes to Medicine Scientific Sessions with two operational teleconferences in advance of them. Additional meetings, via teleconference, may be arranged as required.

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 Members to serve on writing groups for Scientific Statements, advisories, and guidelines and to review journal articles, serve as journal editors and editorial board Members.



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 Membership and Communications Committee, identify methods to increase Membership and participation of current Members in Council and AHA activities.
12. Member with the Membership and Communications Committee to facilitate the communication of science through various outlets including *Connections*.

MEMBER (CHAIR)'S RESPONSIBILITIES:

- Facilitate Council business in an efficient and timely manner.
- Keep the Members 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, which meets three times per year in Dallas.
- Appoint standing and non-science sub-committee members and Member (Chair)s.
- May also be asked to be a member of the Councils Operations Committee (COC).
- Work with AHA staff to develop Annual Business Meeting and Council Dinner agendas. (if applicable)
- Serves as a Member of the Nominating Committee.
- With the Vice Member (Chair) and Immediate Past Member (Chair), select the next Vice Member (Chair) of the Council.

VICE MEMBER (CHAIR)'S RESPONSIBILITIES:

- Works with staff to monitor budget and presents proposed budget to Leadership Committee each year.
- Assist the Member (Chair) in planning and monitoring activities.



- Preside over Committee meetings in the absence of the Member (Chair).
- Attend Leadership Committee meetings and present reports in the absence of the Member (Chair).
- Attend SACC meetings if the Member (Chair) is unable to attend.
- Assume role of Member (Chair) at the end of term as Vice Member (Chair).
- Also serves as Member of the Nominating Committee.
- With the Member (Chair) and Immediate Past Member (Chair), select the next Vice Member (Chair) of the Council.

IMMEDIATE PAST MEMBER (CHAIR)'S RESPONSIBILITIES:

- Acts as Member (Chair) of the Nominating Committee.
- With the Member (Chair) and Vice Member (Chair), select the next Vice Member (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