

**COMMISSION  
KATZ PRIZE SELECTION COMMITTEE**

**NUMBER OF MEMBERS:**

Eight (8)

The Committee shall consist of a Chair, 7 members plus the Katz Prize Winner from the previous year.

**METHOD OF APPOINTMENT:**

Members will be appointed by the Council Chair

**TERM OF OFFICE:**

Committee terms shall be for two years, and shall begin and end with the AHA fiscal year (July-June). Terms shall be staggered to insure continuity. Members may be re-appointed for one additional term.

**FREQUENCY OF MEETINGS:**

The Committee shall meet via teleconference once times per year and will meet face-to-face immediately following the oral competition, which is held at AHA Scientific Sessions, to select the winner.

**RESPONSIBILITIES:**

**Committee Responsibilities:**

- Oversee policies and procedures and administration of the Katz Prize as prescribed by the Awards/Lecture guidelines set forth by the Committee on Scientific Councils.
- Reviewing the award criteria and policies and making recommendations to the Executive Committee for changes/revisions as may be necessary.
- Reviewing abstracts and manuscripts in order to select the award finalists.

**Member Qualifications:**

- Member of the Council in good standing at the time of appointment.
- Organizational skills and time availability to be able to meet deadlines and follow through on commitments.
- Excellent oral and written communication skills.
- Excellent interpersonal relationship skills.
- Demonstrated change management skills such as accountability, flexibility, rational and timely decision making, initiative and innovation.
- Working knowledge of the AHA mission, strategic goals and organization.
- Extensive professional networks within and outside the Council and the AHA.

**Chairperson's**

**Responsibilities:**

- Review award applications and assign review responsibilities to committee members.
- Preside over Selection Committee meetings, working with AHA staff to schedule and prepare agendas.
- Provide guidance and orientation to new committee members regarding procedures and criteria for the award.
- Communicate the name of winner to staff prior to the

announcement and presentation at the Annual Dinner and Business Meeting.

- File a written report on the committee's activities, including proposals for new initiatives and project updates, at least 3 weeks prior to each Executive Committee meeting.
- Oversee development and provision of print and web-based materials needed to promote the annual award.

**Staffed By:** Manager, Scientific Councils  
Awards and Lecture Project Coordinator