



COUNCIL ON GENOMIC AND PRECISION MEDICINE (GPM)

LEADERSHIP COMMITTEE COMMISSION

SCOPE:

The American Heart Association's Council on Genomic and Precision Medicine 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 Genomic and Precision Medicine Leadership Committee serves as a resource on issues pertaining to advance discoveries in genetics, omics, and translational biology and their application to global cardiovascular health and disease.

NUMBER OF MEMBERS:

24 – 30 Members

MEMBERS:

The Leadership Committee shall be comprised of:

- Chair
- Vice Chair
- Immediate Past Chair
- Chair, GPM & EPI Molecular Determinants of Cardiovascular Health Committee
- Chair, GPM Early Career Committee
- Chair, GPM Membership & Communications Committee
- Chair, GPM Nominating Committee
- Chair, GPM Professional/Public Education & Publications Committee
- Chair, GPM Scientific & Clinical Education Lifelong Learning Committee (SCILL)
- Co-Chair, GPM Early Career Committee
- Chair, Scientific Sessions Program Committee
- Up to 12 Members-At-Large (One At-Large Member must be International)
- Research Committee Representative
- Advocacy Ambassador
- Diversity Champion
- Go Red Women in Science & Medicine Representative
- Early Career Representative
- Newsletter Editor
- Genomics and Precision Medicine Editor
- Liaison, CDC (if applicable)
- Liaison, Early Career Blogger
- Liaison, Young Hearts Council
- Liaison, Circulation: Cardiovascular Genetics
- Liaison, Council on Clinical Cardiology
- Liaison, National Society of Genetic Counselors (NSGC)
- Liaison, International
- Liaison, International
- Liaison, International



- Liaison, American College of Medical Genetics and Genomics (ACMG)
- Liaison, Council on Cardiovascular and Stroke Nursing (CVSN)
- Liaison, Council on Basic Cardiovascular Sciences (BCVS)
- Liaison, Council on Arteriosclerosis, Thrombosis and Vascular Biology (ATVB)
- Ex-officio: AHA President
- Ex-officio: President-Elect
- Ex-officio: Immediate Past President

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 meets face-to-face once per year (at Scientific Sessions) which will involve travel, an Operational Meeting in the fall and a Combination Meeting in the Spring. Additional teleconferences may be arranged as required. The time commitment during non-meeting months will vary but should not exceed 2-4 hours per month.

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*.

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.
- 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 Member of the Nominating Committee.
- Work with standing and sub- committee chairs, Vice Chair and Past Chair to appoint committee members.
- 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.
- Attends COC meetings if the Chair is unable to attend.
- Assume role of Chair at the end of term as Vice Chair.
- Also serves as Member of the Nominating Committee.
- With the Chair and Immediate Past Chair, select the next Vice Chair of the Council.
- Acts as Council's Alternate Delegate for the Volunteer Leadership Conference in the spring.
- Determines ad hoc committee to collect and vote on nominations for the GPM Mentoring Award.

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.
- Provide input into the AHA's science positions as they relate to the Council's given field of cardiovascular interest; guide and direct the Council's programs; anticipate and appraise areas of developing relevance to the Council's objectives and programs; develop recommendations for needed activities in the areas of science, medicine and research interests, and subjects for conferences which the Council believes the Association should address over the next three-five years.
- Approve and present to the Council membership nominations for officers and members-at-large of the Leadership Committee and two delegates and two alternates to the AHA Delegate Assembly. Nominations for AHA Officers, Board and committee members, and awards also may be approved for submission to the AHA Nominating and Awards Committee.
- Identify methods to increase the Council's membership when appropriate and to increase the participation of current members in Council and Association activities including the activities of the Affiliates and divisions.
- Approve an annual budget for discretionary fund activities and oversee all expenditures consistent with AHA policies and practices.
- The Leadership Committee sets the amount of annual dues and approves the activities and recommendations of the standing and sub-committees and task forces for implementation.
- Examine the performance and participation and remove or place on probation any officer, committee chair, committee member or representative of the



Council for failing to carry out assigned responsibilities, including failure to attend council meetings.

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