Purpose, Composition and Job Description for the
ISHLT Interdisciplinary Network Steering Committees (IDN SCs)
May 13, 2020

Purpose

ISHLT leverages the value of our interdisciplinarity to deliver on our mission by organizing into 4 core therapy/disease-focused practice areas called Interdisciplinary Networks (IDNs):

- Advanced Heart Failure and Transplantation
- Advanced Lung Failure and Transplantation
- Mechanical Circulatory Support
- Pulmonary Vascular Disease (PAH & CTEPH)

Under the leadership of an interdisciplinary Steering Committee, each of these Interdisciplinary Networks ensure that the mission and purposes of the Society and all of the activities pursued by the Society are reflective of the perspectives and needs of the entire health care delivery team.

Steering Committee Composition

Each Interdisciplinary Network Steering Committee (IDN SC) shall consist of the following:

- One representative will be elected by each relevant Professional Community.
- The Co-Chairs of the ECTC shall appoint four ECTC members to serve as representatives to the IDN SCs (one per IDN SC) by May 1 of each year. The purpose of these appointments is to ensure the voice of the early career and trainee community is provided to the IDN SCs.
- Only members who have designated a Professional Community as their Primary Professional Community in the membership database may vote for that Professional Community's representative.
- Terms are for one year and there is no limit to the number of terms an individual may serve
- The same individual may serve as a Professional Community's representative to more than one IDN Steering Committee simultaneously, but this is practice is discouraged except for in small Professional Communities.
- No individual may serve simultaneously as the Chair of more than one IDN Steering Committee.
- ISHLT Board members, Oversight Committee Chairs, Committee Chairs, and At-Large Leadership Advisory Forum members are not permitted to serve simultaneously as a member of an IDN Steering Committee.
- The IDN Chair shall be elected by and from among the IDN Steering Committee members.
- The Chair's term shall be one year, renewable for a total of 3 terms.
- The IDN Chair may not simultaneously serve in a Board position for any other professional societies with overlapping membership and interest areas with ISHLT.

Steering Committee Chair Responsibilities

The Steering Committee Chair is responsible for:
- Serving as a member of the Leadership Advisory Forum
- Coordinating the Interdisciplinary Network Steering Committee's activities
- Coordinating communications between the IDNs and the Oversight Committees, Sub-Committees, the Leadership Advisory Forum, the Professional Communities, and Board of Directors
- Upon request, coordinating collaborations with other IDNs to achieve any of the IDN's overall responsibilities

- Provide initiative, leadership, and guidance to the IDN Steering Committee members to accomplish their responsibilities as outlined in this document
- Working effectively with the ISHLT staff
- Working with ISHLT staff to develop the agendas for all IND Steering Committee meetings and conference calls
- Leading all IDN Steering Committee meetings and conference calls

Overall Steering Committee Responsibilities

- Understand the issues / interests of the Professional Communities and bring them to the attention of the IDN Steering Committee
- Communicate news of the IDN Steering Committee's activities to the members of the Professional Communities and obtain feedback and input as needed
- Monitor and serve as moderators for the IDNs' online discussions and communications for issues of relevance to specific Professional Communities and share that information with the PC members
- Monitor and serve as moderators for the Professional Communities' online discussions and communications for issues of relevance to the IDNs and to the Society leadership and share that information with the IDN Steering Committee
- Work with the members of the Professional Communities to identify and recommend members to:
  o serve in leadership capacities for ISHLT's programs and services
  o provide scientific and medical expertise for ISHLT's programs and services
  o develop content for ISHLT's programs and services
- Work with the various Committees to communicate the needs and interests of the Professional Communities and help ensure they are met via the Society's various interdisciplinary programs and services
- Work with the various Committees to coordinate the interdisciplinary peer review of ISHLT's scientific output
- Provide an interdisciplinary perspective on issues under consideration by the Board
- Ensure the Society's strategy, programs, and services retain an interdisciplinary perspective and relevance
- Plan and lead the meetings of the Interdisciplinary Network members at the Annual Meeting
- Respond promptly and by the deadline to all assigned tasks
- Come prepared and participate actively in all conference calls and meetings

Key Interactions/Communications

- Interdisciplinary Network members
- Professional Community members
- Board of Directors
- Leadership Advisory Forum
- Oversight Committees
- Committees

Steering Committee Chair Time Commitment
(in addition to committee member time commitment)

- Participation in Leadership Advisory Forum calls and meetings
- Attendance at the annual Leadership Retreat weekend with the Board
- Regular communications throughout the year with Oversight Committee Chairs and Sub-Committee Chairs
- Drafting reports to the Board as requested

Steering Committee Member Time Commitment

- Monthly conference calls
- One face to face Steering Committee meeting at the Annual Meeting
- One face to face meeting of the IDN members at the Annual Meeting
- Regular communications throughout the year with IDN members
- Regular communications throughout the year with Professional Community members
- Individual assignments/tasks throughout the year

See also:
Professional Communities
Early Career and Trainee Committee
Leadership Advisory Forum