Society for Academic Emergency Medicine

Committee Descriptions

Awards Committee

The Awards Committee is responsible for the management of annual awards presented by SAEM in recognition of excellence in the field of academic emergency medicine, for contributions that improve the health of society, and/or for academic achievement. These awards are: the Hal Jayne Excellence in Education Award, the Young Investigator Award, the Advancement of Women in Academic Emergency Medicine Award, the Excellence in Research Award, the John Marx Leadership Award, and the Master Clinician Bedside Teaching Award. The Awards Committee reviews award nominations and selects recipients based upon predeveloped award criteria and selection guidelines.

Bylaws Committee

This Committee shall study the potential merits, adverse consequences and legal implications of all proposed amendments or changes in the Bylaws and report their findings and recommendations to the SAEM Board prior to formal consideration of the proposed changes by the membership. The members of the Committee may suggest appropriate amendments to the Bylaws to the SAEM Board.

Consultation Services Committee

Members of SAEM possess expertise in teaching, research, and other aspects of academic emergency medicine practice. The Society is often called upon to provide individuals, departments, and/or institutions with consultations aimed at developing, evaluating, and/or improving various services. The Society carries out these requests under the management of the Consultation Services Committee, via SAEM committees and academies, or in collaboration with the Association of Academic Chairs in Emergency Medicine (AACEM).

ED Administration and Clinical Operations Committee

The ED Administration and Clinical Operations Committee is committed to providing resources and information to SAEM members on methods that improve clinical operations within the academic emergency department. The committee shall monitor operational trends and strategies, disseminate clinical operations-related best practices, and create and promote opportunities for original research through SAEM channels.

Education Committee

This committee replaces the Graduate Medical Education Committee. The Education Committee will provide guidance to the SAEM Board on all matters regarding undergraduate, graduate, and continuing medical education. In collaboration with other important SAEM entities (e.g., the Clerkship Directors in Emergency Medicine (CDEM)), the Education Committee will focus on projects that advance the specialty of emergency medicine and enhance the education of medical students, residents, and fellows.

Equity and Inclusion Committee

The purpose of the SAEM Equity and Inclusion Committee is to help achieve the Society for Academic Emergency Medicine's (SAEM) organizational goal to improve gender and cultural competency and diversity among SAEM members and leaders. The committee will work to improve diversity, equity and inclusion in programs, activities, and membership. The committee is also charged with ensuring that all selected avenues to improve equity and inclusion are in alignment with SAEM Board's strategic priorities.

SAEM Committee Descriptions

Ethics Committee

The Ethics Committee reviews all conflicts of interest and makes recommendations to the SAEM Board regarding the resolution of disputes. The Committee will review SAEM's Conflict of Interest Policy annually and ensure the professional standing and integrity of the Society by monitoring the relevant policies of other societies and evaluating recommendations from health care experts, ethicists, and other resources.

Faculty Development Committee

The Faculty Development Committee works to achieve objectives set forth by the SAEM president for the development of tools and techniques to assist academic faculty physicians throughout the course of their careers. The Faculty Development Committee's objectives include becoming a central resource for faculty engaged in administration, clinical operations, education, research, and scholarship.

Fellowship Approval Committee

SAEM recognizes there are many valuable non-ACGME approved, post-graduate training opportunities for emergency medicine residency graduates. To promote standardization and excellence in training for fellows in these programs, SAEM has used content experts to develop guidelines for fellowship training programs that address milestones in curricular elements, faculty support recommendations, and career development opportunities. The Fellowship Review Committee reviews both institutional applications and fellow applications for SAEM approval. Faculty that are experienced in training emergency medicine fellows in the following categories are encouraged to apply for this committee: research, education scholarship, geriatrics, and international/global health.

Finance Committee

The Finance Committee is responsible for overseeing SAEM's financial operations and providing input into the sound fiscal management of the Society through monthly financial review, financial policy updates, and budgetary oversight. The committee reviews and makes recommendations to the SAEM Board regarding the annual budget, capital expenditures, and special projects.

Grants Committee

The Grants Committee supports the mission and goals of SAEM and the SAEM Foundation by developing and implementing grant programs that advance the field of emergency medicine, as well as conducting peer review of submitted proposals in a methodologically rigorous manner. Additional committee tasks may include working with other SAEM committees on projects related to grants, such as the Grant Writing Workshop. The Grants Committee encourages experienced researchers to apply, and may also consider junior-level investigators. Committee members are required to attend the annual grant review at ACEP in the fall and to participate in conference calls as needed.

Membership Committee

The Membership Committee is responsible for ensuring that SAEM meets the growing and changing needs of its members. Additionally, the Membership Committee strives to increase academic emergency medicine faculty, resident, and allied health care professional membership in the Society. Through the review of membership statistics, surveys, and trends, the Membership Committee identifies potential new members and develops mechanisms for membership recruitment and retention.

SAEM Committee Descriptions

Nominating Committee

The Nominating Committee will select candidates to fill the naturally occurring vacancies on the SAEM Board and elected positions on the standing committees of the Society not otherwise designated and provided for by these Bylaws. The Nominating Committee will seek the candidates' approval for formal nomination and shall place their names in nomination for election. The slate of SAEM Board nominees selected by the Nominating Committee shall be approved by the SAEM Board prior to distribution to the membership for consideration.

Program Committee

The Program Committee is responsible for the overall planning of the SAEM annual meeting. Each member of the committee is required to belong to at least one of the subcommittees that comprise the Program Committee: abstracts, awards, didactics, events, innovations, junior faculty forum, medical student ambassadors, medical student symposium, photo exhibition, program directors, residency and fellowship fair, resident leadership forum, and/or social media. This Program Committee is very active throughout the year, reviewing and scoring didactics, abstracts, and innovations, in addition to other subcommittee tasks. The Program Committee also has general oversight of SAEM regional meetings.

Research Committee

The Research Committee serves as a resource for finding funding opportunities and for preparing materials that are helpful to all of SAEM's members in improving their research skills. The Research Committee is responsible for organizing the annual Grant Writing Workshop, for submitting specialized didactic sessions for SAEM's annual meeting, and for other research-related objectives as required. Experienced researchers and enthusiastic residents are encouraged to apply. Research Committee members are strongly encouraged to attend the annual meetings for both SAEM and ACEP and are required to work on at least one of the committee objectives for the year and to participate in monthly conference calls.

Virtual Presence Committee

The Virtual Presence Committee is responsible for: 1.) developing and recommending policies, procedures, and guidelines for publishing and disseminating information via SAEM's website and social media platforms; 2.) making recommendations to improve the content, organization, and design of the SAEM website to ensure a satisfactory user experience, up-to-date content, and functionality; and 3.) monitoring trends in social media tools and applications and suggesting ways in which the society may better utilize SAEM's web-based communications and online presence to increase visibility and member involvement in programs, educational opportunities, and other SAEM-related activities and events.

Wellness Committee

The SAEM Wellness Committee is charged with collaborating with National Academy of Medicine (NAM) Action Collaborative on Clinician Well-Being and the Emergency Medicine Physician Wellness and Resilience Summit. The committee members are responsible for addressing physician wellness and resilience, building a knowledge hub of information, resources, models, and tools to be used at the individual and organizational level, and creating a series of discussion papers, perspectives papers and white papers to address physician wellness.