

Committee Descriptions

Awards Committee

The Awards Committee is responsible for the management of the annual awards that the Society for Academic Emergency Medicine presents to members in recognition of excellence in the field of academic emergency medicine, for contributions improving the health of society, or for academic achievements. The Awards Committee reviews award nominations and makes selections of winners based on the guidelines that it develops for each award. These awards are: Hal Jayne Excellence in Education Award, Young Investigator Award, Advancement of Women in Academic Emergency Medicine Award, Excellence in Research Award, John Marx Leadership Award, and Master Clinician Bedside Teaching Award.

Consultation Services Committee

Members of the Society for Academic Emergency Medicine possess expertise in teaching, research, and other aspects of academic emergency medicine practice. The Society is often called upon to provide individuals, departments, or institutions with consultations aimed at developing, evaluating, or improving various services, which it does under the management of its Consultation Services Committee, through its committees and academies, or in collaboration with the Association of Academic Chairs in Emergency Medicine.

Ethics Committee

The SAEM Ethics Committee is responsible for developing and formulating policies concerning ethical issues in the practice of emergency medicine, for the Society and for the practice of emergency medicine in general. The committee updates, revises and maintains the SAEM Ethics Curriculum, provides articles on ethics topics for publication in the SAEM Newsletter, and develops didactics, guidelines, manuscripts and other materials regarding ethics in research and clinical practice.

External Collaboration Committee

The External Collaboration Committee manages the representation of SAEM to the world outside of the Society, as well as SAEM's collaboration with external organizations and participation in external events. The committee reviews all submissions from outside organizations requesting representation at an event or collaboration on a project and recommends their selection of topic experts to the SAEM Board of Directors for approval. The committee is currently working on developing an extensive pool of topic experts.

Faculty Development Committee

The Faculty Development Committee works to achieve objectives set forth by the president of SAEM for the development of tools and techniques to assist academic faculty physicians throughout the course of their careers. The committee's objectives include becoming a central resource for faculty engaged in education research and scholarship and defining the educational benchmarks needed for College of Educator members at each tier of college membership.

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Fellowship Approval Committee

The Society for Academic Emergency Medicine recognizes there are many valuable non-ACGME-approved post-graduate training opportunities for EM residency graduates. In an effort 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 EM 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 Board on the annual budget, capital expenditures, and special projects.

Graduate Medical Education Committee

The SAEM Graduate Medical Education Committee is dedicated to enhancing resident education within the EM community. The GME Committee is a passionate group of medical educators and leaders in graduate medical education from around the globe, focusing on collaborative and scholarly work. The group works on projects that enhance the education of residents and the advancement of the specialty.

Grants Committee

The SAEM 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. Other tasks of the committee 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. **Requirements:** Attend the annual grant review at ACEP in person in the fall; attend conference calls as needed.

Membership Committee

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

Program Committee

The SAEM Annual Meeting is the premier event for the specialty of emergency medicine, with first-time original research presentations, upper-level educational advances, and innovations in teaching for the field of emergency medicine, all presented by experts in the field. The SAEM Program Committee is responsible for the overall planning of the SAEM Annual Meeting in late spring every year. The committee is composed of subcommittees, and each member of the PC must belong to at least one of them: 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 social media. This committee is very active

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throughout the year, reviewing and scoring didactics, abstracts, and innovations, in addition to other subcommittee tasks.

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. **Requirements:** Every member of the committee is expected to work on at least one of the committee objectives for the year; to attend monthly conference calls; and is strongly encouraged to attend SAEM and ACEP.

Resident and Student Advisory Committee

The Resident and Student Advisory Committee works to meet the needs of SAEM's resident and medical student members; in order to be considered for appointment to the committee, candidates must be residents or medical students. The committee collaborates with other groups within the Society to improve the recruitment and retention of resident and student members. It is responsible for representing resident and medical student interests in the development and establishment of SAEM's programs and policies, and for acting as a liaison between Society leadership and resident and medical student members.

Social Media Committee

The SAEM Social Media Committee collaborates with the Society's members to achieve objectives in the development and management of the Society's online presence and social networking campaigns, in order to expand awareness of and engagement with SAEM's activities and events.

Website Evolution Committee

The SAEM Website Evolution Committee is responsible for oversight and control of the structure and content of all of the Society's web-based communications. Its members are responsible for the ongoing review of SAEM's website content and for making recommendations and changes to that content as necessary.

SAEM Foundation Development Committee

The SAEM Foundation Development Committee is responsible for directing the Foundation's fundraising efforts. The Development Committee plans the annual Foundation event, creates fundraising appeals, and solicits donations, with the help of SAEM staff. **Requirements:** Attend monthly conference calls; travel to the SAEM Annual Meeting in the spring to attend the Foundation event and committee meeting; ask people for money!

**The SAEM Foundation Development Committee is a committee of the SAEM Foundation. The members will be selected by the Chair of the SAEM Foundation Board of Trustees.*