

**Clinical Meeting Planning Committee
Committee Charter**



Purpose	The Clinical Meeting Planning Committee oversees the educational programming for the AUGS Clinical Meeting – Beyond Urogynecology: Pearls for Best Practice to meet identified practical gaps and/or educational needs of practicing physicians in urogynecology.
Ongoing Committee Activities / Committee Charges & Strategies	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> • Provide input into dates for the annual clinical meeting. • Develop content and identify learning format (panels, case studies etc.) • Define course learning objectives. • Develop course evaluation and review learner feedback. • Propose social/networking activities for in-person meetings. • Contribute ideas for financial support by industry.
Roles and Responsibilities	<p>Chair</p> <ul style="list-style-type: none"> • Help structure agenda for meetings and ensure participation by all committee members. • Work to advance designated committee activities and/or charges. • Work with AUGS education staff to ensure that course meets ACCME standards. <p>Members</p> <ul style="list-style-type: none"> • Prepare and actively participate in all conference calls and meetings. • Serve as course faculty when appropriate. • Contribute to the planning of the Clinical Meeting
Workgroups and Other Committee Relationships	The Clinical Meeting Planning Committee also engages, as needed, with other AUGS Committees to assist with the implementation of these charges. These committees may include the Membership Committee and Education Committee.
Expected Commitment	The committee meets 3-4 times per year via conference call as needed. Committee members are expected to review all agenda/materials prior to each meeting and attend the conference calls as scheduled. The estimated monthly time commitment is two hours.
Committee Composition	The Committee is comprised of a Chair, Vice Chair, and up to 8 physician members.
Committee Terms	<p>Committee member term limits are as follows:</p> <ul style="list-style-type: none"> • Chair serves a two-year term. • Vice Chair serves a two-year term and automatically ascends to Chair. • Committee members serve a one-year term that is renewable up to three years. <p>Terms run January 1 – December 31</p>

**Clinical Meeting Planning Committee
Committee Charter**



Selection/ Appointment	Members are appointed by the AUGS Governance Committee with input from the Committee Chair and Vice Chair. The Committee Vice Chair is selected by the Governance Committee with recommendations from the current Chair and Vice Chair. Committee member selections are approved by the Board.
Committee Requirements	Committee Members <ul style="list-style-type: none">• Express desire to serve• Desire to advance the education mission of AUGS• Ability to make the necessary time commitment.• Must be a Society member in good standing. Committee Chair: <ul style="list-style-type: none">• In addition to the above requirements, the Chair should have previously served as the Committee Vice Chair. Vice Chair: <ul style="list-style-type: none">• In addition to the above, the Vice Chair should complement the Chair's experience and expertise.
Staff Liaison(s)	Weiyi Zhao