

**Research Career Mentoring Committee  
Committee Charter**



<b>Purpose</b>	The Research Career Mentoring Committee serves the Society through the identification and administration of mentorship opportunities for members interested in incorporating research into their career.
<b>Ongoing Committee Activities</b>	The committee undertakes the following activities: <ul style="list-style-type: none"> <li>• Oversight of the mentoring program including assignment of mentors/mentees and development of mentoring events and networking</li> <li>• Monitoring the success of the mentoring program and identifying opportunities for improvement</li> </ul>
<b>Roles and Responsibilities</b>	<p><b>Chair</b></p> <ul style="list-style-type: none"> <li>• Help structure agenda for meetings.</li> <li>• Run an effective meeting to ensure involvement of committee members and the advancement of activities and charges.</li> <li>• Communication with the Board liaison before and after each Board meeting to share updates from the Committee and to hear about new Board initiatives. Report back to the full committee on each discussion with the Board liaison.</li> <li>• Identify, mentor, and groom the next Chair of the Committee.</li> <li>• Assist with structure and selection of committee members.</li> </ul> <p><b>Vice Chair</b></p> <ul style="list-style-type: none"> <li>• Support the Committee Chair to ensure responsibilities are met in a timely manner.</li> <li>• Serve as interim Committee Chair in the absence of the Chair.</li> <li>• Recommend to the Governance Committee individuals to serve as the next Vice Chair.</li> <li>• Ascend to the position of Chair.</li> </ul> <p><b>Members</b></p> <ul style="list-style-type: none"> <li>• Be prepared and actively participate in all conference calls and meetings.</li> <li>• Work on projects as delegated by the Chair. Maintain confidentiality and avoid sharing AUGS information, processes, and work product outside of AUGS</li> <li>• Facilitate group discussions / feedback related to mentoring program.</li> <li>• Help develop topics/program for virtual networking and education events.</li> <li>• Assist with mentor/mentee outreach and engagement.</li> </ul>
<b>Workgroups and Other Committee Relationships</b>	The Research Career Mentoring Committee also engages, as needed, with other AUGS Committees to assist with the implementation of the Strategic Plan. These committees may include AUGS Scientific Committee and/or Basic Science Sub-Committee.
<b>Expected Commitment</b>	The committee meets monthly via conference call. Committee members are expected to review all agenda/materials prior to each meeting, attend the conference calls as scheduled. The estimated monthly time commitment is 1-2 hours.
<b>Committee Composition</b>	The AUGS Research Career Mentoring Committee is comprised of a Chair, Vice Chair, and 5-7 additional members. An AUGS Board member will serve as a liaison to this Committee.
<b>Committee Terms</b>	All committee members serve a one (1) year term and are eligible for reappointment for up to two additional consecutive terms (up to three years of service). Terms run January 1 – December 31. The Committee Chair and Vice Chair each serve a two-year

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	term.
<b>Selection/ Appointment</b>	Members are appointed by the AUGS Governance Committee with input from the Committee Chair. The Committee Chair is selected by the Governance Committee. Committee member selections are approved by the Board.
<b>Committee Requirements</b>	<p><b>Committee Members:</b></p> <ul style="list-style-type: none"> <li>• Express desire to serve with a special interest in research mentorship.</li> <li>• Desire to advance the mission of AUGS.</li> <li>• Ability to make the necessary time commitment.</li> <li>• Must be a Society member in good standing.</li> <li>• Ability to attend and actively participate in conference calls.</li> </ul> <p><b>Committee Chair:</b></p> <ul style="list-style-type: none"> <li>• In addition to the above requirements, when possible, the Chair should have previously served as the Committee Vice Chair.</li> </ul> <p><b>Vice Chair:</b></p> <ul style="list-style-type: none"> <li>• In addition to the above requirements, when possible, the Vice Chair should have previously served as a committee member.</li> </ul>
<b>Committee Members</b>	<ul style="list-style-type: none"> <li>• <i>Chair:</i> Victoria Handa</li> <li>• <i>Vice Chair:</i> Cecile Ferrando</li> <li>• <i>Board Liaison:</i> Naz Siddiqui</li> <li>• Cara Grimes</li> <li>• Carolyn Swenson</li> <li>• Mary Ackenbom</li> </ul>
<b>Staff Liaison(s)</b>	<p>Stacey Barnes Senior Director, Operations and Program <a href="mailto:Stacey@aug.s.org">Stacey@aug.s.org</a> 301-237-0570 ext. 116</p>