

ILTS Committee Terms of Reference

Education & Scholarship Committee

Leadership: Chair, Vice-chair (2-year terms)

Responsible council member: selected by the ILTS President

Maximum number of members: 15, excluding trainees, Affiliated-Councilor and advisory roles

Key aims:

- To promote education, communication and fellowship in all disciplines involved in liver transplantation worldwide through scientific meetings, mentorship, and digital resources.
- To raise standards of clinical care and improve outcomes.
- To promote the ILTS educational mission by awarding scholarships to member applicants.
- To obtain feedback from members on educational issues and to communicate this to ILTS Council.

Key tasks and dates:

- Meet at Annual Congress to review recent activities and member feedback, discuss council input from the most recent council meeting and develop an agenda for the following year.
- Evaluate and score applications received for the ILTS REAL Advancing in Liver Transplantation Award, the Clinical Science Investigator Award and Paolo Muiesan Clinical Science Established Investigator Award.
- Develop a program for joint courses with partner societies such as the October ILTS/AASLD Transplant Course: outline proposal (including speakers). The Council representative should participate in this or receive a draft program for review at least one week before submission.
- Delegated specialist members to work with other ILTS committees (Anesthesia, Pathology, Pediatrics, and Radiology) to develop relevant content for ILTS special topic meetings and for sessions in the ILTS Annual Congress. The latter is to be completed June-September and submitted to the program chair (president-elect) by September 30th.
- Participate in Annual Congress program planning under the direction of the Program Committee chair (President-Elect), from June/July preceding year. Tasks and timeline as specified by the Program Committee chair.
- Develop or approve programs for other ILTS-sponsored meetings, e.g. consensus conferences, and regional meetings.
- Review online applications for committee membership annually (January-March) and nominate replacements for members expiring in that year. The process as per ILTS Committees Policy is to be completed four weeks before Annual Congress.
- Advise the ILTS website team regarding online education content: continuous.
- Report twice yearly to ILTS Council: January-February written report for Winter Council Meeting agenda book, May-June written report for Annual Congress Council Meeting agenda book and chair to present in person.

Key performance metrics:

- Satisfactory reports to ILTS Council
- Attendance at ILTS/AASLD Transplant Course and at other ILTS-sponsored meetings
- Member feedback on the quality of these meetings
- Statistics on the use of educational content on the ILTS website