



ESHG Education Committee (EduComm)

TERMS OF REFERENCE Dec 2020

CONSTITUTION

- The ESHG Education Committee (EduComm) is formed at the request of the ESHG Executive Board and is one of its permanent committees in the ESHG statutes.
- The ESHG Education Committee is authorised by the ESHG Executive Board to act within its terms of reference. All ESHG members are asked to cooperate with requests made by the Committee.
- The EduComm is authorised to request information as is necessary and expedient to fulfil its function.

MEMBERSHIP

The core membership of EduComm will consist of:

Chair

Young members x2 - selected by ESHG-Y

and individuals with responsibilities in the following domains:

Informatics

Mentorship Program

Education courses oversight member x 2

Online resources x2

Outreach lead - DNA Day, school children engagement

other domains will be developed dependent upon the needs of the group and Society

A deputy Chair will be appointed from within the other members of the Educomm by the committee members who will deputise for the Chair at meetings where the Chair is unavailable.

No business should be transacted at the meeting unless the Chair or Deputy Chair is present at the meeting along with at least 4 other members (ie quoracy is >50% attendance).

Where decision making votes take place and a split decision is arrived at the Chair will have the casting vote.

The term of membership for each member of EduComm is 4 years. Each member can re-apply for a single extra term of 4 years, continuous with their first term, (however only a maximum of 50% of the committee membership can be re-elected at any one election). A member who has served a single term may reapply at a future time for a single further 4 year term.

ESHG Members shall be eligible to apply on an annual basis to become a member of Educomm. The selection of members will be determined by EduComm (except for the ESHG-Y member).

Each EduComm member should attend a minimum of 50% of meetings over an 18 month period otherwise they will forfeit their position.

FREQUENCY OF MEETINGS

The meetings will take place on a minimum three monthly basis. This will be reviewed dependent upon progress and tasks and additional meetings may be scheduled as appropriate.

Individuals may be invited to attend meetings on an ad hoc basis to bring particular expertise. These individuals will not have voting or committee membership rights.

OVERVIEW

The purpose of EduComm is to oversee a portfolio of the highest quality education and training in genomics. This is primarily aimed at members of the ESHG. However there is a recognition of a responsibility to provide resources to health professionals and scientists outside of genomics. Providing resources and educational materials to members of the public is also within the remit of the group, but is not the primary ambition.

EduComm is committed to working with members of the ESHG and external providers to provide a broad range of educational resources including, but not confined to courses, online resources, and a mentorship scheme.

Education portfolio should be targeted to all levels of expertise from basic level understanding of genomics (where the greatest input and needs are placed) to high level expert training often delivered through state of the art educational symposia at the annual conference.

SCOPE AND DUTIES

- Provide oversight and guidance for a portfolio of training courses that meet the needs of the membership. These courses should be affordable, aim to ensure equitable access and be of the highest educational quality.
- Facilitate access to existing high-quality, free, online educational resources, by health professionals who are within or outwith the field of genetics and genomics.
- Provide input into the ESHG Scientific Program Committee (SPC) to suggest educational content for the annual conference. The Chair of EduComm will sit on the SPC.
- Provide management and oversight of a mentorship scheme for junior researchers, geneticists and health professionals.
- Interact and work with the educational committees of similar international genomic societies e.g ASHG to produce joint resources.
- Interact with commercial partners (where approved by the ESHG Executive Board) to deliver and support educational activities.
- Support and encourage all educational activities delivered by the ESHG.

REPORTING

The EduComm will be required to provide minutes, reports on progress and the outputs described by its scope and duties to the ESHG Executive Board.

REVIEW

These terms of reference will be reviewed on an annual basis on the anniversary of these being adopted.