

*Policy presented to ASDIN Council on 5/7/2015 and Approved by ASDIN Council on 5/17/15*

### **ASDIN Policy for the Appointment of ASDIN Meeting Co-Chairs**

The ASDIN Education Committee Chair will solicit nominations for Meeting Chair through various means which may include consultation with the Education Committee and other ASDIN leaders and any other method determined to be effective.

The Education Committee should evaluate all of the individuals considered by using the selection criteria below. The Education Committee may select 2-3 individuals for a given meeting. The Education Committee should forward the names to the Executive Committee for their review and final selection of the two co-chairs.

#### Selection Criteria

- 1- A clear vision of what they want to bring to the conference with a commitment to the objectives of the program as outlined by ASDIN
- 2- Motivation and enthusiasm to run a scientific meeting.
- 3- Prior experience in co-chairing a scientific meeting is a plus. These include POF, NKF, ADC, ASN, and ASDIN
- 4- Presentations in scientific meetings and publications are a plus.
- 5- Familiarity with the literature and most important practically relevant (day to day) issues regarding vascular access, peritoneal dialysis access and ultrasonography.
- 6- Fairness, integrity, leadership and an ability to work with various communities of diagnostic and interventional nephrologists and other stakeholders (eg, associate members, administrators, industry partners)

It is preferred that a balanced representation of academic and private practice be achieved, but is not required.

In addition to the selection process above, a system of rotation will also be used. Individuals who Chair ASDIN will serve a two year term (one year as junior co-chair and one year as senior co-chair). So in most instances, each year only a junior co-chair will be selected and the previous junior co-chair will rotate into senior co-chair.

### **ASDIN Policy for the Appointment of ASDIN Program Planning Committee**

The ASDIN Education Committee Chair will solicit nominations for Program Planning Committee through various means which may include consultation with the Education Committee and other ASDIN leaders and any other method determined to be effective. Individuals who are nominated for Co-chair but who are not in the final selection may also be placed on the Program Planning Committee.

The Education Committee will develop a slate of names recommended for the Program Planning Committee and forward to the Executive Committee for their review and final suggestions. Once the Program Co-Chairs are selected, the Education Committee Chair and the Program Subcommittee Chair will work with the Co-Chairs to finalize the program planning committee selection.

It is preferred that a balanced representation of academic and private practice be achieved, but is not required.

## **ASDIN Policy for the Appointment of ASDIN Administrator and NonPhysician Programming Co-Chairs**

The ASDIN Associates Committee Chair will solicit nominations for Administrator and NonPhysician Program Co-Chairs through various means which may include consultation with the Associates Committee and other ASDIN leaders and any other method determined to be effective.

The Associate Committee should evaluate all of the individuals considered by using the selection criteria below. The Associate Committee may select 2-3 individuals for a given program role. The Associate Committee should forward the names to the Education Committee who will review and forward to the Executive Committee for their review and final selection.

### Selection Criteria

- 1- A clear vision of what they want to bring to the conference with a commitment to the objectives of the program as outlined by ASDIN
- 2- Motivation and enthusiasm to run a program within the scientific meeting.
- 3- Prior experience in program planning.
- 4- Presentations in ASDIN administrator and nonphysician programs and publications are a plus.
- 5- Familiarity with the (day to day) practice of vascular access, peritoneal dialysis access and ultrasonography.
- 6- Fairness, integrity, leadership and an ability to work with various communities and stakeholders (eg, physician members, industry partners)

It is preferred that a balanced representation of academic and private practice be achieved, but is not required.

In addition to the selection process above, a system of rotation will also be used. Individuals who Chair an ASDIN program will serve a two year term (one year as junior co-chair and one year as senior co-chair). So in most instances, each year only a junior co-chair will be selected and the previous junior co-chair will rotate into senior co-chair.