

I. NASPGHAN Special Interest Groups (SIG)

A. Definition: A special interest group within NASPGHAN is defined as a group of individuals with interest in a focused topic, in which there is a gap in medical knowledge.

B. The aims of such a group will be to:

1. Review the current state of knowledge regarding the topic
2. Identify gaps in knowledge that can need to be addressed
3. Propose or take action to address those knowledge gaps
4. Propose innovations to advance the field of interest
5. Report to the society on its findings.

C. Method for establishing an SIG

1. An SIG may be proposed by any NASPGHAN member.
2. An SIG should report to and operate under the oversight of a specific NASPGHAN committee.
3. The individual proposing the SIG should prepare a 1-2 page proposal identifying the topic of interest, and briefly summarize the current knowledge, the gaps in knowledge, the overarching aims of the interest group, which committee they plan to work with most closely, and how they will plan to report back to membership. Ideally, SIGs should be time limited (e.g. 3-5 years). If the proposer thinks the SIG needs to be ongoing, there needs to be a plan and a proposal for rotating governance (e.g. 3 years).
4. The chair and membership of the SIG needs to be approved by the relevant committee chair and the NASPGHAN council, and re-approved every 3 years.
5. SIG governance should include a chair and a vice-chair that should be NASPGHAN members. While SIG leaders should be NASPGHAN members, membership is not limited to NASPGHAN members, and members from other societies (e.g. ESPGHAN, LASPGHAN, ASGE) may also participate.
6. Administrative support for an SIG will be provided by the NASPGHAN central office, and will include setting up of conference calls, dissemination of relevant documents, and arranging for a meeting room at the NASPGHAN annual meeting.
7. The SIG will report to the relevant committee chair at least twice a year.
8. The SIG will not have a separate budget. Any possible contributions from sponsors will be referred to the NASPGHAN and NASPGHAN foundation leadership, who will do the fundraising on behalf of the SIG.
9. The SIG may propose educational activities for the annual meeting and for the NASPGHAN foundation. Such proposals should first be vetted through the committee the SIG reports to. The committee chair and SIG chair can then propose activities to the professional or public education committee.
10. The SIG may propose contributions to the Scientific Program of the Annual Meeting (through the relevant Committee Chair)
11. The SIG chair or vice-chair should provide an annual written report to the relevant Committee chair, by June 30. Within the framework of this document, the chair should also confirm if the SIG would like to meet during the October NASPGHAN Annual Meeting. If the chair fails to do so, the SIG will be considered as “not meeting during the next Annual Meeting”. The committee chair will also update the NASPGHAN council on SIG progress during the October council meeting.