

ACLAM COMMITTEE DESCRIPTIONS

November 2009

STANDING COMMITTEES

ACLAM Publications

Members of the Publications Committee are responsible for ACLAM texts, electronic media including the ACLAM website, and the newsletters. Meetings may occur in conjunction with the ACLAM Forum, and members typically meet at the AALAS meeting. The committee chair serves under a service contract. This committee is composed of six to twelve members who serve three-year terms.

Training Program Oversight Committee

Members review ACLAM training programs based on the approved and published format. They also evaluate newly-formed training programs to ensure they meet the minimal standards. On a periodic basis they recommend updating criteria for programs. All recommendations are sent to the BOD for vote. This committee consists of six members serving three-year terms.

Mentoring Committee

This committee was formed in 2008 to implement and sustain a mentoring system for veterinarians and veterinary students interested in opportunities in laboratory animal medicine, veterinarians preparing to seek ACLAM certification, and veterinarians in laboratory animal medicine seeking guidance on career building and professional development. The overall committee objective is to recruit veterinarians into laboratory animal medicine as a means of addressing the national shortage with a secondary objective of providing guidance and support to those veterinarians who are already in the field. The committee is composed of nine members who serve three-year staggered terms.

Recertification Committee

The Recertification Committee assesses the quality, and recognition of, educational experience of active Diplomates. The recertification cycle is every eight years requiring a total of 400 credits. This committee develops forms for recertification credits and establishes criteria for auditing credits. This committee is composed of six members who serve three-year terms.

Career Pathways Committee

This committee develops outreach programs for veterinary students and DVMs not in the laboratory animal field to increase the pipeline of laboratory animal DVMs in Biomedical Research. This committee consists of nine members who serve three-year terms plus adjuncts and other organization affiliates.

Recruitment and Education Oversight Committee

This committee was established in 2007 to coordinate with the Training Program Oversight, Recertification, Camp ACLAM, Forum, Career Pathways,

Publications, program and Mentoring Committees to analyze the current status of recruitment and training for careers in laboratory animal medicine. This committee communicates regularly with its constituent committees to coordinate activities and enhance communication. Five members serve on this committee.

Examination Resources Committee

Members write new questions for the annual ACLAM examination. Questions are based on materials supplied by Diplomates or are created based on personal expertise. Some travel may be required. This committee consists of twelve to fifteen members who serve three-year terms.

Examination Committee

Members formulate the ACLAM examination questions and compile, administer, and grade the annual examination. Members travel to the examination writing and review meeting in early spring, and to administer the exam in the Washington, D.C. area in the summer. Members must have familiarity with computer use. Eight members are appointed for 3-year terms. New members are selected from Diplomates completing their terms on the Examination Resources Committee.

Examination Review Committee

Members of the Examination Review Committee present information on the examination process and may review retired questions with Active Diplomates at the AALAS and ACLAM Forum meetings. They review the development of the annual examination in conjunction with the Examination Committee each year at the ACLAM Forum. The committee is composed of at least six members each serving staggered three-year terms. Some travel is required. New members are selected from Diplomates completing their terms on the Examination Committee.

Credentials Committee

Members of the Credentials Committee evaluate examination applications with respect to prerequisites, such as, experience, training, and publication requirements. The committee uses conference calls to discuss candidate applications and to come to a consensus recommendation for each candidate. Final committee recommendations are sent to the BOD for vote. This committee consists of six members who serve three-year terms.

Certification Oversight Committee

The ACLAM Certification Oversight Committee maintains oversight of the entire certification process (Examination Resources, Examination, and Examination Review Committees) and recommends, to the BOD, changes as needed. Reviews the Role Delineation Document (RDD) annually, and at five-year intervals conducts a full reevaluation of the RDD. Members serve five-year terms; the chair serves a two-year term.

ACLAM Foundation

The committee was established to identify and support research in laboratory animal medicine and science. Members serve under the Foundation's scientific and development directors. Twelve members serve staggered three-year terms on one of two subcommittees: Grants Management or Fund Raising. Adjunct members provide assistance with grant review.

Strategic Plan Assessment Committee

The current ACLAM Strategic Plan was developed in 2005 for use from 2006 to 2011. This committee will gather data to support the Board of Directors' development of the 2012 Strategic Plan. This committee consists of seven members who serve three-year terms.

Awards Committee

The Awards Committee develops criteria for awards to be presented by ACLAM at their annual Forum. The committee advertises for nominees in the ACLAM newsletter, reviews submissions, votes on the nominees using established criteria, and recommends candidates for recognition. The committee is composed of four members who serve three-year terms.

Government & Regulatory Affairs Committee

The committee monitors government and NIH activities that may have an impact on the field of Laboratory Animal Medicine. They attend appropriate meetings, develop position papers and keep the leadership of the College apprised of the potential impact of new regulations and guidelines.

Committee for Evidence-based Performance Standards

Members review key processes, procedures, approaches, and operational philosophies with respect to the conduct of laboratory animal medicine and science in the United States and internationally. They select critical topics for comprehensive literature review, analyze current practices, and review the rationale that serves as the basis for the various approaches to these topics taken by ACLAM Diplomates. The committee develops review documents and position papers for consideration by the BOD and subsequently adoption by the College as ACLAM's guidance on these subjects.

Ad Hoc Committees

Forum Program Committee

This committee develops the topic, identifies speakers, and organizes the program for ACLAM Forum in conjunction with the college's Executive Director and the ACLAM president elect.

Forum for Life Subcommittee

This subcommittee plans three to four topics of local interest for the non-scientific part of the annual Forum. They identify speakers and coordinate activities in conjunction with the Executive Director.

Governance Committee

This committee reviews and updates the Policy and Procedures Manual of the College. It also deals with other organizational issues. The committee is typically composed of Officers and BOD members.

Joint ACLAM/ ASLAP Program Committee

Committee members develop and implement joint programs with ASLAP at the AVMA and AALAS meetings. This committee is comprised of six members who serve three-year staggered terms.

Camp ACLAM Committee

The goal of the committee is to offer coaching, insight, and resources to any individual planning to sit for the ACLAM certifying examination. Members plan, organize, and implement the one day Camp ACLAM activity. Camp ACLAM runs in conjunction with the annual Charles River Laboratories (CRL) Short Course each summer. The program includes presentation of mock exams, advice for studying, and guidance for prospective new ACLAM Diplomates. Membership involves travel. The committee is composed of seven members who serve staggered three-year terms.