

# FPRN<sup>®</sup> Advisory Board Policy

## A. Advisory Board

- a. Purpose & Function: The Advisory Board consists of a small, core group of mentors who have agreed to provide oversight and guidance specific to each subgroup within the FPRN<sup>®</sup>. The Advisory Board has the overall responsibility of making sure the subgroup of the FPRN<sup>®</sup> is functioning as an effective and productive group. These functions include but are not limited to:
  - i. Providing guidance to the Steering Committee and to the appropriate subgroup within FPRN<sup>®</sup> during conference calls and meetings, particularly in study planning and protocol development.
  - ii. Reviewing, editing, and suggesting changes to proposals that have not yet begun as FPRN<sup>®</sup> projects.
  - iii. Providing advice to the FPRN<sup>®</sup> Steering Committee regarding the administration, functioning and business of the relevant FPRN<sup>®</sup> subgroup.
  - iv. Attending quarterly FPRN<sup>®</sup> Steering Committee meetings pertinent to the relevant FPRN<sup>®</sup> subgroup. If unable to consistently attend these meetings, they may be asked to step down from the Advisory Board.
- b. Organization and Membership: The FPRN<sup>®</sup> is under the guidance of the SGS Research Committee and as such, the Advisory Board activities are under the supervision of the SGS Research Committee and SGS Board of Directors. The Advisory Board is responsible for communication between the FPRN<sup>®</sup> and leadership of SGS and/or the relevant outside collaborating organization. The Advisory Board will be comprised of 6-8 members and:
  - i. Is chaired by the SGS Research Committee Associate Chair – FPRN<sup>®</sup>.
  - ii. Includes the SGS Research Committee Chair.
  - iii. The outside collaborating organization associated with the subgroup may appoint a representative to create a link between the FPRN<sup>®</sup> Advisory Board and the collaborating organization's governance structure.
  - iv. Founding Members of the FPRN<sup>®</sup> are recognized as permanent members of the Advisory Board: Drs. Joseph Schaffer, Steve Young, Linda Brubaker, Lior Lowenstein, Rebecca Rogers, Kimberly Kenton, Rajiv Gala and Janet Hardy.
  - v. Advisory Board Membership has a term of three years. There is no limit to the number of terms as long as member is actively involved in the FPRN<sup>®</sup>.

## B. Study Mentors

- a. Purpose & Function: Study Mentors are those who have agreed to provide oversight and guidance to specific FPRN<sup>®</sup> projects. These functions include but are not limited to:
  - i. Mentorship on individual FPRN<sup>®</sup> projects, including guiding fellow PIs and fellow investigators in the development, changing (under suggestion from the Advisory Board and Steering Committee), initiating, recruiting for, analyzing data for, and disseminating a project.
  - ii. Attending FPRN<sup>®</sup> bi-annual in-person or virtual meetings pertinent to their relevant subgroup.