

ACvA Scientific Advisory Committee

Terms of Reference

1. Objective

The Scientific Advisory Committee (SAC) of the ACvA will advise the Board on the development of programs and initiatives to achieve the overall vision of building a vibrant sustainable research ecosystem serving health and the economy.

2. Governing body

The SAC is a standing sub-committee of the ACvA, under the leadership of and reporting to the ACvA Board.

3. Functions

The SAC assists in:

- (i) providing fresh insights and objective scientific advice to current workplans and programs of the ACvA, in line with the strategy set by the ACvA Board
- (ii) supporting and working with key ACvA committees and groups, including but not limited to:
 - ensuring that the ACvA's work fully supports a whole of pipeline approach and integrates the basic sciences and relevant clinical and public health disciplines
 - identifying scientific research capability gaps and recommending initiatives to address them
 - identifying strategic platforms and resources that will benefit cardiovascular research impact in Australia
 - strategies to maximise industry partnerships to accelerate discovery and innovation
 - supporting and strengthening consumer input to research proposals and priorities, and helping ensure that consumer engagement is inclusive of priority populations, such as Aboriginal and Torres Strait Islander Peoples
 - identifying opportunities for local, national and international collaborations that will enhance the impact of CV research
 - advancing diversity, inclusion, equity and a supportive research culture, recognising that this will enhance research impact
 - facilitating communication between flagships and clinical themes, as well as between flagships/clinical themes and the board
 - approaches to enable multi-disciplinary mentorship and leadership development for EMCRs
 - promoting ACvA initiatives and vision in the sector and the community.

- (iii) maximising the interface of the Australian cardiovascular research community with our national and state health leadership, drawing on current data on CV health and gaps, building opportunities for co-commissioned research solutions to national health challenges.

4. Roles and responsibilities

4.1 Chair

The SAC Chair will be recommended by the members of the SAC and approved by the ACvA Board. The SAC Chair is responsible for:

- driving development of SAC's annual workplans and deliverables
- developing meeting agendas aligned with the overall objectives of the SAC
- ensuring meetings are run effectively and add value
- providing the ACvA Board with regular and relevant updates and advice
- facilitating strong lines of communication between the Emerging Leaders Committee, Industry and Commercialisation Committee, the ACvA's seven Flagships, Specialist Working Groups and Clinical Themes.

4.2 SAC Composition and process

4.2.1 SAC members should have a range of skills and experience relevant to achieving research impact, such as:

- discovery science
- commercialisation
- research translation
- implementation
- health economics
- developing ambitious, innovative, research proposals
- developing and executing major cross sectoral partnerships
- establishing innovative and diversified approaches to funding.

4.2.2 The SAC members will demonstrate the following:

- commitment to the vision and goals of the ACvA
- commitment to fostering research excellence, collaboration and a supportive research culture
- commitment to diversity, equity and inclusion
- willingness to make the time commitment to supporting the work of the SAC.

4.2.3 The SAC will have no more than nine members, including one member drawn from the ACvA Board.

4.2.4 Members will be selected by targeted expression of interest, based on the strategic needs of the ACvA and the principles of diversity, equity and inclusion (geographic, gender, research pipeline, career stage representation and CVD sub-discipline).

4.2.5 The application process will be overseen by the Board's Remuneration and Nomination Committee. Recommendations for SAC membership will be approved by the ACvA Board.

4.3 SAC Members responsibilities

Each member is responsible for:

- Actively contributing to discussions and agreed projects.
- Complying with the requirements for confidentiality, the ACvA code of conduct and conflict of interest policy.
- Where appropriate, consulting with colleagues and relevant staff within their organisation or representative group(s) to inform the work of the SAC.
- When requested, providing feedback to colleagues and relevant staff within their organisation or appropriate representative group on meeting actions and outcomes
- Actioning the allocated meeting task(s) within agreed timeframes.

4.4 Tenure

- Members will serve an initial term of three years.
- The ACvA Board will review progress annually and will advise, in discussion with the Chair of the SAC, whether any additions/refreshment of membership is required, to take account of the ongoing growth and development of the ACvA and the need to ensure the continuity of the SAC and its work.
- A full review of the SAC will be undertaken after two years to advise on any strategic changes that will strengthen its impact.

5. Meetings

- The SAC will meet six times year, as follows:
 - o 4 meetings of SAC members
 - o 1 meeting of SAC members with the Directors of the ACvA Flagships
 - o 1 meeting of SAC members with the leaders of the clinical themes
- A quorum, consisting of five persons must be present at the SAC (in person or by teleconference) for recommendations to be made to the ACvA Board.
- Internal or external specialists/subject experts may be invited to attend SAC meetings to provide advice and assistance where necessary.

6. Reporting

- In addition to providing recommendations to the ACvA Board, the SAC will report annually on the effectiveness of the Committee and progress against agreed deliverables.

7. Amendments

- The terms of reference will be reviewed annually from the date of approval. The terms of reference may be altered to reflect the current functions of the ACvA Board, its Committees, and the strategic directions of the ACvA, by decision of the ACvA Board.