The Hip Society's Committees and Committee Charges

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Membership Committee

Charges: The Membership Committee is responsible for establishing and implementing goals for selection and retention of members. Members support the founding vision of The Hip Society to be a premier academic closed-membership organization that leads in the discovery and dissemination of knowledge related to disorders of the hip. The Committee reviews membership applications and recommends candidates to the Board of Directors according to the established membership cycle, policies and procedures.

Composition: This committee shall consist of no less than five (5) Active, Senior, Adjunct, or Senior Adjunct Members. The Incoming Third Vice-President, immediately upon election, shall appoint a Member whose term of service shall begin immediately upon appointment.

The Chair of the committee shall be the Membership Committee member in his/her fourth year on the committee and shall serve a one (1) year term as Chair, and will remain on the committee for one (1) year term as a Past Chair.

Reporting relationship: The Membership reports directly to the Board of Directors.

Term of office: The term of appointment shall be five (5) years. The term begins and ends at the conclusion of the Summer Meeting.

Maximum terms: One.

Program Committee

Charges: The Program Committee is responsible for reviewing manuscripts submitted for The Hip Society's scientific awards, and selecting winners according to the process outlined in the Society's Policies and Procedures. The Chair of the Program Committee, together with President, designs the scientific content of the Society's Summer (Closed) Meeting. In close coordination and partnership with The Knee Society, the Chair and the President also design the scientific content of the Society's Winter (Open) Meeting. The Chair may seek input and assistance from the full committee as needed.

Composition: This committee shall consist of no less than five (5) Active, Senior, Adjunct, or Senior Adjunct Members. The Incoming Third Vice-President, immediately upon election, shall appoint a Member whose term of service shall begin at the following Winter (Open) Meeting.

A slotted advisory seat on the committee is reserved for an Adjunct or Senior Adjunct Member who is appointed by President for a non-renewable three (3) year term.

The Chair of the committee shall be the Program Committee member in his/her fourth year on the committee and shall serve a one (1) year term as Chair, and will remain on the committee for one (1) year term as a Past Chair. The Chair is also the guest editor of the Society's Journal.

Reporting relationship: The Program Committee shall report directly to the Board.

Term of office: The term of appointment shall be five (5) years. The term begins and ends at the conclusion of the Winter Meeting.

Maximum terms: One.

Traveling Fellowship Committee

Charges: Develop, plan, promote and provide oversight of The Hip Society's Rothman-Ranawat Traveling Fellowship. Review prospective Fellow applications, develop, enhance, and maintain best practices for host sites. Build world-wide awareness of the program. Maintain the biennial commitment to the British Hip Society by selecting two (2) North American Fellows to travel to the UK in even years. Perform an annual review of the traveling Fellowship Programs to determine the value of the program, and to provide recommendations for enhancements to the Board.

Composition: The Committee shall consist of five (5) members: Chair, three (3) Members, and Past Chair. The Board of Directors appoints the first Chair. The Nominating Committee recommends subsequent Chairs, subject to approval by the Board.

Eligible members of The Hip Society interested in serving on this committee shall apply through an open application process in August, and shall be selected based on merit by the Nominating Committee, or a special task force, as appointed and directed by the Board.

Term in Office: Two (2) years in each position, staggered. The term begins and ends at the conclusion of the Winter Meeting.

Maximum terms: One.

Lifetime Achievement Awards Committee

Charges: The committee shall select award recipient(s) who have achieved academic excellence and made significant contributions to study of arthritic diseases of the hip, as well as to recognize the accomplishments of the distinguished persons who have created a lasting legacy in this field in accordance with the committee's policies and procedures.

Composition: The committee, convened biennially, shall consist of the Presidential Line (President, 1st Vice President, 2nd Vice President, 3rd Vice President, and the Immediate Past President).

Reporting relationship: The Lifetime Achievement Awards Committee shall report directly to the Board.

Term of office: By virtue of the Board position.

Maximum terms: By virtue of the Board position.

Nominating Committee

Charges: The Nominating Committee shall prepare a list of nominees for the following positions:

- Third Vice-President (annually)
- Treasurer (every three (3) years)
- Secretary (every three (3) years)
- Member-at-Large (every three (3) years)

The Nominating Committee may recommend nominees for the open **Fellowship and Mentorship Committee, Research Committee, DEI Committee, and Digital Content Committee** positions, including Chair positions, at appropriate intervals, and as specified in the appropriate Committee's description.

The Nominating Committee shall present all recommendations for approval by the Board at the Summer Meeting, and to the membership at the Member Business Meeting of the Summer Meeting.

Composition: The Committee shall consist of three (3) Members. The Chair shall be the Immediate Past President of the Society. Two (2) Committee Members shall be nominated and elected by a majority vote at the Member Business Meeting of the Winter (Open) Meeting.

Reporting relationship: The Nominating Committee reports directly to the Board of Directors.

Term of office: One (1) year beginning immediately upon election.

Maximum terms: Multiple are possible, although no member may serve consecutive terms.

Finance Committee

Charges:

- Develop fiscal policies.
- Ensure the implementation by the Society of sound financial management practices.
- Ensure the accuracy and validity of the financial and statistical information used by the Board or by external agencies to evaluate the fiscal affairs of the Association.
- Review, guide and monitor the performance of invested funds including endowment, restricted and unrestricted funds.
- Review all organizational expenditures over $50,000.
- Recommend the Annual Budget to the Board of Directors

Composition: The Committee shall consist of the President, the Treasurer, and the Immediate Past President. The Treasurer shall be the chair.

Reporting relationship: The Finance Committee reports directly to the Board of Directors.

Term of office: The term of service on the committee shall be by virtue of committee member's Board position.

Maximum terms: By virtue of committee member's Board position.

Research Committee

Charges: Develop, plan, promote and provide oversight of The Hip Society's research programs. Explore and identify funding options to support The Hip Society's research programs. Initiate and conduct surveys of the general membership regarding subjects of timely and relevant interest. Committee Chair represents The Hip Society on the Tri-Org Research Council (with The Knee Society and AAHKS).

Composition: The Research Committee shall consist of five (5) members: Chair, and four (4) Members, one of whom is the Past Chair of the Committee. The Board of Directors appoints the first Chair. The Nominating Committee recommends subsequent Chairs, subject to approval by the Board.

Eligible members of The Hip Society interested in serving on this committee shall apply through an open application process in August, and shall be selected based on merit by the Nominating Committee, or a special task force, as appointed and directed by the Board.

Reporting relationship: The Research Committee reports directly to the Board of Directors.

Term of office: Three (3) years in each position, staggered. The term begins and ends at the conclusion of the Winter Meeting.

Maximum terms: One.

Combined HS/KS Business Operations Committee

Charges: The Business Operations Committee is responsible for establishing, reviewing and maintaining employee policies and procedures; identifying and implementing best employment practices; providing oversight of the annual performance review process of staff; conducting annual performance review of the Executive Director; reviewing and recommending for Boards' approvals Executive Director and staff compensation and benefits packages; reviewing and monitoring issues of importance and strategic significance relating to the operations of the Societies; and advising the Boards on other matters relating to Societies' operations as assigned to it by the Boards.

Composition: This committee shall consist of the sitting Third Vice Presidents and the sitting Treasurers. Upon election, the incoming Third Vice Presidents will also immediately join the Committee. The Committee shall be co-chaired by the Treasurers.

Reporting relationship: The Committee reports directly to the Boards of The Hip Society and The Knee Society.

Term of office: By virtue of the Board position.

Maximum terms: By virtue of the Board position

Combined HS/KS REAL Mentorship Committee

Charges: The Combined REAL Mentorship Committee is responsible for actively seeking intentional and meaningful ways to increase diversity among HS/KS membership by identifying potential members among under-represented communities in arthroplasty, mentoring them through a range of Societies-led programs, and preparing them for membership in the organizations. The Committee also will explore ways to raise the public profiles of the organizations by positioning them as entities who embrace and encourage diversity.

Composition: This Committee shall consist of two (2) Co-Chairs each of whom will be appointed by their respective Board. The Committee will also have up to eight (8) additional members: four (4) from each Society, including Past Chairs.

Eligible members of The Hip Society/The Knee Society interested in serving on this Committee shall apply through an open application process, in August, and shall be selected based on merit by the Nominating Committees, as appointed and directed by the Boards.

Reporting relationship: The Committee reports directly to the Boards of The Hip Society and The Knee Society.

Term of office: Co-Chairs will initially serve for three (3) years each. Of the initial composition, two (2) members will serve a (1) year term, two (2) members will a two (2) year term, and the remaining members will serve a three (3) year term. After that, the Co-Chairs and all committee members will serve two (2) year terms, staggered. Co-Chairs will remain on the committee as Past Chairs.

Maximum terms: Two (2); extension is subject to Board approval.

Combined HS/KS Digital Content Committee

Charges: The Digital Content Committee is responsible for creating and distributing educational content generated by The Hip Society and The Knee Society hosted on their learning platform and social media channels. The primary goal is to disseminate high quality educational content to surgeons, fellows in training, residents, and others. The secondary goal is to drive in-person event registrations, member and non-member engagement, industry support, and to position the Societies as the recognized "go-to" source of high-quality adult reconstruction content.

Composition: This Committee shall consist of one (1) Chair who will be appointed by the two Boards. The Committee may have up to seven (7) additional members: three (3) from each Society, and a Past Chair.

Eligible members of The Hip Society/The Knee Society interested in serving on this Committee shall apply through an open application process, in August, and shall be selected based on merit by the Nominating Committees, as appointed and directed by the Boards.

Reporting relationship: The Committee reports directly to the Board of Directors of The Hip Society and the Executive Board of The Knee Society.

Term of office: The Chair will initially serve for three (3) years. Of the initial composition, two (2) members will serve a two (2) year term, three (3) members will serve a three (3) year term. After that, the Chair and all committee members will serve two (2) year terms, staggered. The Chair will remain on the committee as a Past Chair.

BOS Representatives

Charge: Represent The Hip Society and its interests at BOS level. Attend up to two (2) in-person BOS meetings each year and participate in BOS Zoom calls. BOS representatives will be the primary first contacts for all BOS communications and will advise the Board on all issues of interest to the Society.

Composition: BOS shall have three (3) representatives from each member specialty society. The Hip Society shall charge the Immediate Past President to be a Presidential Line representative on the BOS and a Member-at-Large to be a representative on the BOS. The Executive Director shall be its third representative.

Reporting relationship: BOS representatives will report to the Board of Directors.

Term of office: The terms of a BOS representative shall be by virtue of representatives' Board positions, or as determined by the Board of Directors.

Maximum terms: At the discretion of the Board of Directors.

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