

ISSCD Committee – Terms of Reference

S2C: Science to Clinic (Basic Research)

The Basic Research Committee of the International Society for the Study of Celiac Disease (ISSCD) is dedicated to advancing basic research in celiac disease by promoting knowledge dissemination, fostering international collaborations, and encouraging translational interactions among basic scientists, clinicians, and pharmaceutical partners. The committee aims to build a dynamic network that enhances opportunities for scientific learning and the exchange of ideas, ultimately driving collaborative and translational initiatives to accelerate progress toward a cure for celiac disease.

Role

The role of the Committee is to advance the ISSCD's Objectives (ISSCD Statutes Section 2.1 and 2.2) in relation to (1) promoting international research efforts in the field of Celiac disease and gluten-mediated human diseases; (2) improving the quality of research in the field of Celiac disease and gluten-mediated human diseases; and (3) organizing educational and intellectual exchanges in the field of Celiac disease and gluten-mediated diseases.

Remit

• Facilitate the Dissemination of Basic Research on Celiac Disease

The ISSCD Basic Research Committee will organize monthly livestreamed seminars to expand opportunities for scientific learning and encourage greater participation of basic scientists in celiac disease research. These seminars will be open to all ISSCD members. Additionally, an annual public seminar will be held in collaboration with local foundations and patient organizations to raise awareness about the critical role of basic research in understanding celiac disease and advancing the search for a cure.

• Promote Global Collaboration Across Scientific Disciplines

By fostering the exchange of knowledge, the committee aims to encourage collaborations between investigators with diverse expertise.

• Increase Bench-to-Bedside Research

The committee will organize targeted workshops bringing together basic scientists, clinicians, and researchers involved in drug development. These workshops will focus on advancing translational research and accelerating the application of scientific discoveries to patient care. In addition, basic scientists and clinicians involved in translational research projects will be invited to present their work to highlight the value and impact of such collaborative efforts.

• Raise Awareness of Funding Opportunities

The committee will actively share information on funding opportunities from around the world as they become available, helping researchers stay informed and connected to potential resources for their work.

Membership

1. Co-Chairs: Three co-chairs, from different countries will lead the ISSCD Basic Research Committee, providing strategic direction, facilitating meetings, and representing the committee in broader ISSCD activities.

2. Committee Members: The ISSCD Basic Research Committee members support the ISSCD Basic Research Committee mission by organizing events and managing outreach and communications, they ensure smooth operations by sharing responsibilities, maintaining records, and fostering connections within the celiac research community.

Definition of a member

To qualify for joining the ISSCD Basic Research Committee, the member must:

- Be a member in good standing of ISSCD.
- Be involved in basic research in celiac disease at any career level including MSc students, PhD students, postdoctoral researchers, established investigators.
- Be demonstrably actively involved in celiac disease research.
- Demonstrate a commitment to contributing to the committee's goals and initiatives.

The Committee will be composed of about eight members, including the Chairs but may be enlarged in agreement with the ISSCD Board.

Rotation

• Leadership Roles:

- o Serve a term of 2 years, with the option to be re-elected for one additional term if desired.
- o Staggered rotations are encouraged to ensure continuity, with one leadership role transitioning each term.

• Committee Members:

- o Serve a term of 2 years, with the possibility of renewing for another 2-year term if actively contributing.

At the end of each term, positions will be opened for new applicants, with current members welcome to reapply or recommend successors. New leadership and members are selected through a vote within the committee or by ISSCD board approval, as appropriate.

Roles and responsibilities

1. Co-chairs

- o Lead and facilitate quarterly ISSCD Basic Research Committee meetings.

- o Develop meeting agendas in collaboration.
- o Represent the ISSCD Basic Research Committee at ISSCD Board meetings and other relevant forums.
- o Oversee the implementation of the ISSCD Basic Research Committee initiatives and projects, organizing events programming
- o Ensure effective communication within the committee and with external stakeholders.

2. Committee Members

- o Actively participate in quarterly meetings.
- o Contribute to the development of strategies that support ISSCD Basic Research Committee members.
- o Facilitate educational and networking events to connect young researchers within the coeliac disease field.

In attendance shall be:

- o The Co-Chairs and committee members
- o ISSCD Board Members may attend meetings as required
- o ISSCD administrators may attend the meetings as required

Meetings

1. Frequency

The ISSCD Basic Research Committee will hold quarterly meetings, with additional meetings scheduled as needed to address urgent issues or opportunities.

2. Format

Meetings may be via video conference, or through other virtual platforms to ensure accessibility and participation from all members. In-person meetings will be held in conjunction with the bi-annual International Celiac Disease Symposium.

3. Agenda and Minutes

Agendas will be distributed at least one week prior to each meeting. Minutes will be recorded and shared with committee members via the ISSCD Basic Research Committee google drive within two weeks following the meeting.

The Committee will report at least annually to the ISSCD Board.

Selection process

ISSCD members will be notified of Committee vacancies on the ISSCD website and/or by other electronic means. Expressions of interest for Committee membership will be reviewed by the co-Chairs who will provide their recommendations to the ISSCD Board for final approval. The members of the Committee will be selected by the ISSCD Board and the co-chairs based on their commitment to the field.

Conduct

Members of the committee will be formally announced on the ISSCD website and are not permitted to publicly promote themselves as members of the committee e.g. on third party websites or social media platforms. Committee members do not have authority to speak on behalf of or represent the ISSCD, unless authorized by the ISSCD Board. All members of the committee must complete a conflict of interest and confidentiality form and at each committee meeting they must disclose any new conflicts of interest that may have arisen.