

Trainee and Young  
Faculty Community of  
Practice User Guide  
*for New Members*

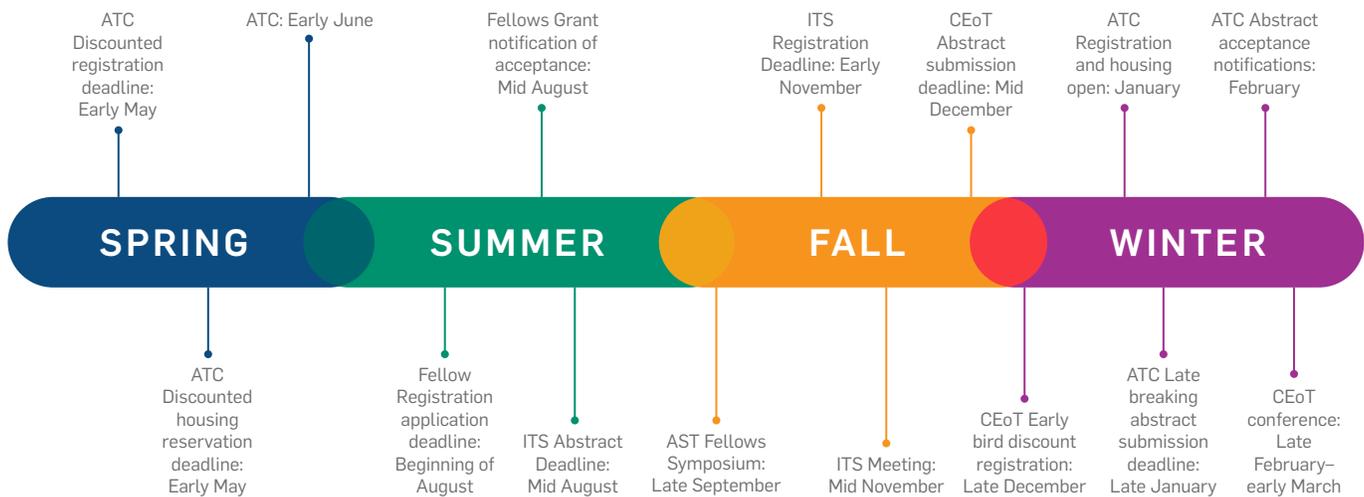
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# Timeline of Events Fellows, CEoT, ATC & ITS



## 1. Getting the most out of your AST membership

### Things to do when becoming a new AST member

- Visit and explore the plethora of information and resources available on the AST website at [www.myast.org](http://www.myast.org)
- Read the AST TYF user guide
- Join Communities of Practice (COPS) of interest
- Participate in ongoing discussions via COP Hub
- Make note of AST meetings, abstract submission deadlines, and meeting registrations timeline
- Utilize the educational tools
- Advance research career by applying for an AST research grant
- Get involved in AST leadership positions
- View membership FAQs at [www.myast.org/about-ast/membership/member-resources](http://www.myast.org/about-ast/membership/member-resources)

## 2. AST organizational structure and Communities of Practice descriptions

### Who are the Council of the Society?

The Council (defined as such by our Bylaws, though we refer to them as our Board of Directors, or Board) oversees the work of the Society much the same way that a board of directors oversees a business. The Board consists of five officers, who make up the Executive Committee, and nine Councilors-at-Large. You can see their photos on the AST Board of Directors webpage, here:

<https://www.myast.org/about-ast/who-we-are/board-directors>

### How does someone join the Board?

Each year at AST's annual Town Hall meeting during the ATC (American Transplant Congress), member votes are tallied to determine election results. The President-Elect takes office immediately after the meeting. After one year as President-Elect, he or she becomes the President for a one-year term, followed by a one-year term as Past President. After a total of three years of service, the Past President retires from the Board.

The Secretary and Treasurer are elected to two-year terms. The Secretary is elected in odd-numbered years and the Treasurer in even-numbered years.

Councilors-at-Large are elected to three-year terms. Their terms are staggered so that three positions are elected each year. When a three-year term is over, they cannot be re-elected unless they pursue an officer position.

### Is anyone receiving compensation for this?

All of the members of the Board are volunteers, but the five officers do receive an annual stipend (usually paid directly to the institution) that is meant to offset the time that they spend working on AST business and away from their daily responsibilities for their institutions. AST has a paid staff, including a CEO, CFO, Development Officer, Marketing and Communications Directors, Membership Manager, Government Relations Director, as well as Committee and Community of Practice and Meeting Managers. You can find their photos, along with names, phone numbers, and email addresses, here: <https://www.myast.org/about-ast/who-we-are/staff>

### Committees

Through the efforts of dedicated committee members, the AST has continued to build upon the mission of promoting scientific initiatives, fostering professional education, and improving patient care. AST committees play an important part in furthering these goals. Members of committees and advisory councils are appointed by the AST President-Elect. The members of the following committees can be found here: <https://www.myast.org/about-ast/who-we-are/committees>

- ATC Program Planning Committee
- Audit Committee
- CEOT Program Planning Committee
- Conflict of Interest Committee
- Development Committee
- Education Committee
- FAST Committee
- Fellows Symposium Program Planning Committee
- Financial Advisory Committee
- Governance Committee
- OPTN/UNOS Policy Committee
- Research Network Committee
- Scientific Review Committee
- Vascular Composite Allotransplant Advisory Council

### Communities of Practice and Early Career Member Leadership Opportunities

Communities of Practice, or COPs, are specialty-area focused groups dedicated to exchanging knowledge, advocating for relevant issues, developing resources, and offering network opportunities. COPs also serve as a source for new ideas and goals that can be integrated with the overall activities of the entire AST. There are currently 16 COPs, and any AST member can join a COP that interests them. For more information about COPs, start here: <https://www.myast.org/cops>

Each COP has its own [Executive Committee](#) with a Chair, Co-chair, Past Chair, and Member(s)-at-Large. The Executive Committee proposes goals and objectives, assigns responsibilities, and contributes to the COP's online community: [the COP Hub](#). The EC defines and plans COP initiatives with input and involvement from fellow COP members. A position on a COP EC allows AST members to contribute to COP and AST initiatives and to lead colleagues within their specialty area.

Most COPs have specific Executive Committee positions designated for trainee or early career members. [Definitions of early career members](#) may vary among COPs, so review the website listed above to determine eligibility. Deadlines for executive committee nominations are generally due in February of each year. Members can self-nominate. The application requires a background statement (200 to 400 words) and a headshot (JPG format no larger than 225 x 225).

Volunteering for subcommittees or workgroups within your COPs is another great way to be involved with the society aside from an elected Executive Committee position. Please visit the websites listed below for examples of recent COP initiatives and volunteer opportunities.

The following is an overview of COPs and examples of Early Career Member leadership responsibilities:

### **Advanced Practice Providers (APP COP)**

- Focused on advocating for, supporting, and advancing the knowledge of transplant APPs
- This COP will add an Early Career Member-at-Large to their Executive Committee in the 2020 election



### **Community of Transplant Scientists (COTS) – Formerly Community of Basic Scientists**

- Focused on the interests of basic and translational transplant scientists
- Example activities of the Early Career Member-at-Large on the Community of Transplant Scientists Executive Committee include participating in choosing sessions and speakers for the upcoming conferences, and communicating with other COPs



### **Infectious Disease (IDCOP)**

- Focused on issues of infectious disease in transplantation
- The Early Career Member-at-Large helps plan and execute the IDCOP's initiatives, serves as a liaison for trainees in the COP, and participates in educational initiatives such as surveying Transplant ID training programs and developing a centralized Transplant ID Library



### **Kidney Pancreas (KPCOP)**

- Focused on policy and educational collaborations to advance kidney and pancreas transplantation
- This COP does not have an Early Career Member-at-Large position on the executive committee



### **Live Donor (LDCOP)**

- Focused on issues surrounding transplantation from a living donor
- This COP does not have an Early Career Member-at-Large position on the executive committee



### **Liver and Intestinal (LICOP)**

- Focused on advancing the field of liver and intestinal transplant and improving the care of patients by promoting research, education, advocacy, access, and organ donation
- The Early Career Member-at-Large acts as a liaison for LICOP's Intestinal Subcommittee and serves on LICOP's Education Subcommittee



### **Pediatric (PCOP)**

- Focused on issues related to transplantation in children
- Activities of Early Career Member-at-Large have included providing edits to patient educational materials, recommending speakers for PCOP's Consensus Conference proposal, and promoting the benefits of AST and PCOP to fellows who attended the Fellow Symposium



### **Psychosocial and Ethics (PSECOP)**

- Focused on psychosocial issues in transplantation
- The purpose of the Early Career Member-at-Large position is to promote the benefits of PSECOP to trainees and individuals early in their transplant careers, participate in monthly Executive Committee meetings, attend the annual PSECOP meeting at ATC, and help with ongoing projects and educational initiatives such as journal clubs, website content, or ATC meeting programming



### **Recovery and Preservation (RAP COP)**

- Represents and serves scientists interested in ex vivo organ and tissue preservation through advocacy, support, and development of activities that will advance the preservation of organs and tissues in the field of transplantation
- The Early Career Member-at-Large is tasked with responsibilities such as reaching out to the AST Education Committee to offer topics for the Comprehensive Trainee Curriculum (CTC); additionally, there is a potential to be involved with the Organ Preservation Alliance (where the COP Chair is the President and CEO)



### Thoracic and Critical Care (TCC COP)

- Focused on thoracic transplantation
- The Early Career Member-at-Large on the Executive Committee participates in monthly conference calls with the Executive Committee to discuss issues regarding thoracic and critical care transplantation and helps with other projects, such as organizing a session at the Cutting Edge of Transplantation (CEoT) of fellows and faculty to discuss interesting transplant cases



### Trainee and Young Faculty (TYF COP)

- Focused on mentorship and engagement of trainees and junior faculty
- The TYF COP does not have a designated Early Career Member-at-Large position on the Executive Committee because this demographic is the majority of the membership of this COP and all committee positions are open to trainees or early career members



### Transplant Administration and Quality Management (TxAQM COP)

- Focused on transplant administrators, quality improvement, and regulatory compliance
- This COP does not have an Early Career Member-at-Large position on the executive committee



### Transplant Diagnostics (TxDx COP)

- The TxDx COP supports, develops, and advances the knowledge and practice of transplantation pathology, immunogenetics, histocompatibility, and HLA antibody testing
- The Early Career Member-at-Large participates in monthly conference calls with the Executive Committee and assists in educational initiatives such as selection of topics for AST Journal Clubs and proposals for submission to the ATC meeting



### Transplant Pharmacy (TxPharm COP)

- The TxPharm COP provides a forum for transplant pharmacists and other professionals to network, exchange thoughts, share resources, collaborate on best practice solutions, develop research ideas, and participate in educational activities
- Examples of duties of the Early Career Member-at-Large include heading the Mentoring/Trainee Workgroup, updating the reference library of the TxPharm COP Hub (online community), being the Liaison for the COP's Organ Donation Workgroup, and setting up activities for pharmacy attendees at the AST Fellows Symposium



### Transplant Regenerative Medicine (TRMCOP)

- The TRM COP promotes interdisciplinary collaboration between AST members involved in translational research in tissue engineering, regenerating medicine and stem cells, and providing integration with external, key players in this space (e.g. industrial, governmental, and foundational) under the umbrella of AST
- The main responsibility of the Early Career Member-at-Large is working with the Chair of the TRM COP on a state-of-the-art paper position paper/commentary on what is new and what is working and not working in Regenerative Medicine and Transplantation



### Women's Health (WHCOP)

- The WHCOP is made up of male and female members of AST with a mission to raise awareness of gender differences in the science of transplantation and promote collaborative research that will further knowledge of the factors that underlie the gender-related healthcare differences
- The Early Career Member-at-Large has roles planning and executing WHCOP-sponsored events such as the Transplant Networking event during the American Society of Nephrology (ASN) Meeting; other potential activities include the promotion of the COP through social media (the WHCOP Twitter account for had over 100 followers as of December 2018)



## How to join and participate in a COP

Login to your MyAST account and click on "My COP Memberships" to view the COPs you would be interested in and eligible to join.

# 3. AST Trainees and Young Faculty Community of Practice (TYF COP) overview

## Mission

The Trainee and Young Faculty Community of Practice (TYF COP) has been established to provide opportunities for trainees and young faculty to actively engage with the American Society of Transplantation. The TYF COP facilitates networking within the AST by connecting trainees and young faculty in the field of transplantation with peers and senior members to enable them to exchange thoughts, establish research collaborations, and participate in educational programs.

## Visions

- Encourage members to share ideas through the online communities
- Increase mentorship and sponsorship of trainees and young faculty within the AST
- Sponsor educational activities to allow trainees and young faculty to enhance presentation skills, present novel research findings, and receive constructive feedback

## TYF COP Hub website

- ▶ Place for the leadership of TYF COP to distribute information to members, for members to post questions to the general community, and for members to engage in discussion about clinical or professional scenarios
- Profile Section: Add information about yourself for other members to connect with you
- ▶ Houses quarterly newsletters, executive committee descriptions, yearly initiatives, and information about TYF ATC events

## How to engage in the TYF COP

- Participate in discussion board
- Apply for a position on the executive committee or volunteer for projects posted on the site
- Attend TYF events at ATC

## TYF COP Operational Funds

- Each COP receives designated operational funds from AST that can be used to support upcoming initiatives, such as educational sessions at conferences, live webinars, member travel grants, and other networking programs
- Members can also donate to their COP through the Donation Derby, which is an AST fundraising event that typically occurs in December each year. All COPs keep 50% of the funds donated during the Donation Derby, and COPs that reach 10% member participation keep 75% of their funds. Additionally, prizes of \$1,000 are awarded to the COP that raises the most money, as well as the COP that has the highest member participation rate. If a person is a member of several COPs, his or her donation will be split evenly among those COPs unless otherwise specified by the member by emailing [akreiss@myast.org](mailto:akreiss@myast.org). Money that is donated outside of the designated time frame does not count toward the Donation Derby totals.

## 4. AST-affiliated conferences

### AST Fellows Symposium in Transplantation

About: This symposium reviews clinical transplantation, basic transplant immunology, and translational science in an interactive environment led by leaders in transplantation. It offers unique learning opportunities tailored towards clinical fellows, residents, surgical fellows, research fellows, pharmacists, and other trainees entering the field of solid organ transplantation. Grant funding and support to assist with travel expenditure and other costs are available. Reordered videos are available to AST members after meeting completion and live streaming of the conference is also available.

#### General Dates:

- Registration application deadline: Beginning of August
- Grant notification of acceptance: Mid August
- AST Fellows Symposium: Late September

#### Location

Hilton DFW Lakes Executive Conference Center, Grapevine, TX



### Cutting Edge of Transplantation (CEoT)

About: Designed to bring innovative, cutting-edge research into an educational setting and bridge the gap from basic to translational to clinical science. Meeting focuses on an intimately-sized audience, engaging young investigators, in-depth discussions, and individualizing pathways of care throughout the transplant journey. This meeting brings together a diverse group of transplant professionals representing the interests and perspectives of clinicians, investigators, the FDA, UNOS, the SRTR, AOPO, and insurers.

#### General Dates:

- Abstract submission deadline: Mid December
- Early bird discount registration: Late December
- CEoT conference: Late February–early March

#### Location:

The Biltmore Hotel, Phoenix, AZ



### American Transplant Congress (ATC)

About: ATC is the joint annual meeting of the American Society of Transplant Surgeons (ASTS) and the American Society of Transplantation (AST). ATC is the premier meeting in transplantation bringing together over 4,000 physicians, scientists, nurses, organ procurement personnel, pharmacists, allied health professionals, and other transplant professionals. This meeting provides a forum to exchange new scientific and clinical information, interchange ideas, and facilitate discussions relevant to solid organ and tissue transplantation.

#### General Dates:

- Regular abstract submission deadline: Late November
- Registration and housing open: January
- Late breaking abstract submission deadline: Late January
- Abstract acceptance notifications: February
- Discounted registration deadline: Early May
- Discounted housing reservation deadline: Early May
- ATC: Early June

#### Location:

Variable



### International Transplant Scientist Meeting (ITS)

This newly created meeting is a collaboration between The Transplantation Society (TTS), AST, and the European Society for Organ Transplantation (ESOT). The goal of this meeting is to bring together members of all three societies and improve collaboration and communication in transplant science.

#### General dates:

- Registration: TBD
- ITS Meeting: November

#### Location:

Variable



# 5. Research

## Volunteer to contribute to C4 Articles

C4 Articles are a new experiment in publication through the American Journal of Transplantation. The C4 Article aim to engage the transplant community through Collaboration on a Crowdsourced article about the most Current, Controversial subjects in organ transplantation. It provides a platform for respectful academic dialogue and insight; contributors explain major points of view, and the editorial team ensures accuracy. Contributions are accepted for one month, at which time the editorial team produces a final draft. The manuscript goes through an abbreviated review and all contributors who abide by C4 Article etiquette will be acknowledged irrespective of whether their contribution appears in the final version.

## Apply for Awards and Grants

See below for synopsis, summarized from [www.myast.org/research/research-opportunities](http://www.myast.org/research/research-opportunities)

GRANT	AMOUNT	RECIPIENT	SUBMISSION DEADLINE	SCIENTIFIC DISCIPLINE
Career Development Grant: Faculty Development Research@myAST.org	\$50,000/year (1–2 years)	Young Investigator (within 5 years of first faculty appointment)	November	Basic, translational or clinical research in solid organ transplant
Career Development Grant: Fellowship Research Research@myAST.org	\$50,000/year (1–2 years)	Fellow (<2 years of research experience in transplantation since last doctoral degree)	November	Basic, translational or clinical research in solid organ transplant
Directed Grants mpatterson@myAST.org	\$100,000/year (2 years)	Faculty/academic appointment required	July	Kidney transplant biomarker discovery

## Submit an abstract to the American Transplant Congress

Deadline is in November for poster and platform presentations. All accepted abstracts are published in an online Supplement to The American Journal of Transplantation, the Joint Journal of the American Society of Transplant Surgeons and American Society of Transplantation. The number of abstracts you may submit is unlimited.

## Submit an abstract to an AST-Sponsored Meeting

Consider submitting an abstract to the Cutting Edge of Transplantation (CEoT) meeting or the International Transplant Science (ITS) meeting. Deadlines are based on the meeting dates. Learn more by visiting the AST website.

## Submit work for publication to American Journal of Transplantation

The average time from submission to decision is 19 days, and this journal has one of the highest Impact Factors in the transplantation category).

## Submit work for publication to Clinical Transplantation

You may also wish to consider submitting publication to Clinical Transplantation, an online only journal co-sponsored by AST and ASTS. The average time from submission to decision is a bit longer at 30 days.

## Transplant Peer Review Network (TxPRN)

AJT and six other journals participate in the Wiley Transplant Peer Review Network (TxPRN), which serves to simplify the publication process for authors and reduce the time and effort involved in the peer review of transplantation research. Authors can select for their submission to be considered for referral to other journals in the TxPRN if not accepted by AJT or Clinical Transplantation.

# 6. Educational resources

## Meetings

- Please see the meetings section of this user guide to review AST-affiliated conferences
- Even if you are unable to attend a conference in person, certain meetings provide the opportunity to stream the meeting online

## Transplant in 10

- These short, easily accessible videos cover a broad spectrum of key topics and updates
- Available to watch on mobile devices or computers
- The information is also available to download in MP3 or PDF formats



## Comprehensive Trainee Curriculum

- This online educational platform is organized into various concentrations of transplantation to provide an overview of all areas of transplant
- The cost of the course is \$50.00 for members
- Each topic is covered in a video lecture that lasts an average of 40-60 minutes



## Journal clubs

- Journal clubs are offered as a collaboration between the American Journal of Transplantation (AJT) and AST COPs
- Each journal club is hosted by a different COP, but they are open to members of all specialties and areas of interest
- Past journal clubs are archived as videos on the website



## Specialty resources

- There are several resources available designed for specific areas (Pediatrics, UNOS/OPTN information, non-AST resources, etc.)
- The Resource Center for New Clinicians provides videos focused on certain non-academic issues of the transplant world, including the fiduciary and administrative aspects of transplantation that are not typically included in traditional training programs



## Webinars

- AST offers webinars through several series covering a variety of topics that are free for members
  - » Business of Transplantation
  - » Education and Clinical Tools for the Independent Living Donor Advocate
  - » Fellows Webinar Series
  - » Optimizing Immunosuppression in Liver Transplant
  - » Timely Topics in Transplantation (T3)
- Users must login into their account through the webinar site to view content
- Past webinars are archived on the website for future viewing
- MP3 and PDF versions of slides are also available for download



## Patient education resources

- **Power2Save:** This is AST's public facing branch, which focuses on education, advocacy and awareness for the transplant community; their site offers Power Player stories and educational materials, including videos, for patients and their families



## Community of Practice (COP) resources

- Many COPs have developed resource guides or literature databases targeted toward their members
- Browse the library section of your COP to explore educational materials specific to your respective specialty area

## Transplant News

- AST provides weekly eNews articles with the latest updates in transplantation



- Current happenings within the society are also posted online at <https://www.myast.org/about-ast/latest-news>

## Contribute to educational materials

- Complete any needs assessment surveys sent from your COPs
- Volunteer to serve on COP subcommittees focused on education
- Propose activities to AST through the process outlined at: <https://www.myast.org/education/propose-activity>

# 7. Networking and mentoring

The AST is committed to supporting the development of new members entering the field of transplantation.

## Meetings

- Please see the meetings section of this user guide for dates and locations of the following AST-affiliated conferences
- AST Fellows Symposium: In addition to offering educational content, this meeting also provides numerous opportunities to meet and socialize with peers and leaders in the field of transplantation
- American Transplant Congress (ATC): The flagship Joint Annual Meeting of the American Society of Transplant Surgeons (ASTS) and the American Society of Transplantation (AST) has dedicated trainee and young faculty-specific events every year
  - » Recent seminars include sessions about “Looking Under the Hood” of high-impact papers and a multidisciplinary mentor-mentee round table
  - » COPs host their Town Hall meetings during ATC, which provide the opportunity to network and learn about the ongoing work of the society
  - » COPs may also host specific social mentor-mentee events
- Cutting Edge of Transplantation (CEoT): Organized and run directly by the AST, this annual conference brings young investigators and leaders in the field together to discuss emerging topics in transplantation

## Career Center

- AST’s Career Center provides a platform for employers to post jobs and for members to search for positions

# 8. Awards

In addition to various travel and research awards, AST also offers other awards for distinguished members or groups.

## Achievement Awards

- Achievement awards are granted on a yearly basis and announced at ATC
- Deadlines are variable, but typically are at the end of January of each year
- Categories include:
  - » Transplant Advocacy Award
  - » Senior Achievement Award in Clinical Transplantation
  - » Mentoring Award
  - » Clinician of Distinction Award (Non-Physician Award)
  - » Basic Science Established Investigator Award
  - » Clinical Science Established Investigator Award
  - » Basic Science Investigator Award
  - » Clinical Science Investigator Award
  - » Basic Science Career Development Award
  - » Clinical Science Career Development Award

## Innovation Awards

- Started in 2017, this award can be granted to individuals or teams whose unique efforts have made a significant impact on transplantation
- Calls for nominations typically open in the summer and winners are announced in the late fall
- Examples of past winners include the National Kidney Registry to their Paired Exchange Program and University Health Network, Toronto for their program in Ex Vivo Organ Perfusion

## Fellows of the American Society of Transplantation (FAST)

- FAST designation recognizes members who have demonstrated both an exceptional commitment to the field of transplantation, as well as outstanding service to AST
- Applicants must be members of AST for at least five years
- Applications generally open in late fall and end in January with notifications occurring in March



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