



training a new generation of researchers
in gastroenterology and liver

former une nouvelle génération de
chercheurs en gastro-entérologie et foie

Steering Committee Terms of Reference



Guiding Principles

All of TRIANGLE's work is guided by these principles:

- Grounding in justice, equity, diversity, and inclusion best practices
- National representation
- Interdisciplinarity
- Awardee representation and leadership
- Patient and family engagement
- Embracing Indigenous ways of knowing, doing, and promoting health and well being
- Representation across the four CIHR pillars of research and the GI and liver research communities

1 Purpose

The Steering Committee supports the TRIANGLE program, which aims to help awardees:

- Make significant contributions to advancing knowledge about the role of the gut and/or liver in health and disease.
- Gain proficiency in a range of cutting-edge research methods and scientific inquiry techniques.
- Receive comprehensive, value-added training that equips them with transferable professional skills necessary to succeed in diverse gastroenterology and hepatology careers, such as in academia, medicine, communications, industry, policy, and management.
- Build an inclusive, diverse, and engaged TRIANGLE community that promotes the success of awardees, offering support, mentorship, access to research and professional networks, and opportunities for community building.

The purpose of the Steering Committee is to oversee the mission and vision of the program, ultimately advancing gastroenterology and hepatology health and wellness in Canada.

2 Members

The Steering Committee shall consist of, at minimum 10 members. Members should include the following, and one person may fill more than one of these roles simultaneously:

- the Director/PI of the program (Chair of the Committee)
- the Co-Directors (Co-leads) of the program
- Program Manager
- The Chair and Co-Chairs of each committee
- a TRIANGLE awardee at the PhD, fellowship or ECR stage of their career



- a patient representative*
- A diversity of lived experiences, which may include but is not limited to:
 - Race and/or ethnicity (with a particular emphasis on including Black and Indigenous TRIANGLE members on the committee)
 - Sex, gender, and/or orientation
 - Disability
 - Socioeconomic status
 - First generation student status
 - Career and/or training stage
 - Age
 - Geography
- Representation across:
 - GI and liver
 - Clinicians and scientists
 - Fundamental and clinical research

* Should a patient representative not be available to serve on the committee, the committee can instead coordinate regular consultation with the Patient Advisory Group.

3 Length of Tenure

Chair/Co-Chairs: The term of the Chair/Co-Chairs is three years, with two years serving as Chair and one year serving as Past Chair to support the new Chair. The Principal Investigator shall be appointed for a 6-year term with a 6-year renewal where appropriate. This is subject to change and will align with any existing national grants under the active PI.

Members: Appointed members of the committee will remain on this committee for a term of three (3) years. All members will be eligible for reappointment for the term immediately following their tenure.

Membership Approval: Chairs are free to choose their own committee members and can request help with recruitment from the Program Manager and the Program Co-Leads. The TRIANGLE steering committee will review committee composition annually to ensure that they meet, as much as possible, the membership guidelines above.

As TRIANGLE is a volunteer network, there are no honoraria or stipends associated with this position. TRIANGLE will however reimburse any travel expenses for TRIANGLE events.

4 Function of the Committee

Chair/Co-Chairs



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- Lead and oversee, with the support of the Program Manager, the progress and development of all committees and their goals
- Create and submit an annual plan and budget
- Contribute, to grants, publications, or reports authored by TRIANGLE members for the purposes of securing additional funding, reputation, reach, or support for the program

Members (Including Chair)

- Maintain and define the mission and vision of the Program.
- Manage the strategic direction and operations of the Program.
- Ensure the goals of each committee align with the strategic direction, mission and vision of the program
- Administer a notice of motion on any program issues, changes in eligibility, guidelines and policies as seen fit by the leadership team.
- Responsible for final decisions that affect the program, i.e. Endorsement of Selection Committee recommendations, program issues (staffing, allocation of funds).

5 Meetings

- a) Quarterly (at minimum) virtual meetings
- b) Ad hoc meetings as needed
- c) In-person review and planning meeting at the TRIANGLE Annual Summit (February/March)

Process for Amendment

An amendment to this document requires a notice of motion by the TRIANGLE Steering Committee. The amendment will be voted on and will require support from the majority of members in attendance.