

Society of Gastroenterology Nurses and Associates, Inc.	
<i>Board Policy & Administrative Procedure Manual</i>	Policy No: L-18 Page: 1 of 2 Effective Date: 5/01 Revision Date: 10/04, 10/07, 10/08, 10/09, 11/12, 2/16, 2/19 Review Date: 10/04, 10/06, 10/08, 10/10, 11/12. 2/16, 2/19
Subject: Committee Commissions: Research	
Review Responsibility: Research Committee	

Purpose: To define the function, composition and responsibilities of the SGNA Research Committee.

1. Committee Objective: To promote GI nursing research in the community and mentor the development of gastroenterology/endoscopy nursing research in SGNA.
2. Committee composition:
 - A. Chair: Appointed by the SGNA President-Elect, with Board of Director approval for a one-year term. Must be a licensed nurse and voting member and it is recommended that the chair be a registered nurse with a master's degree or equivalent, current ABCGN certification, and have experience working on research projects. Prior Research Committee experience is required. Position is limited to three consecutive years. May resume committee chair position after one year off. May remain on the committee during this year off.
 - B. Chair-elect: Appointed by the SGNA President-Elect, with Board of Director approval for a one-year term. Prior Research Committee experience is required. Is mentored to assume the Chair position.
 - C. Members: Committee should consist of experienced and novice researchers. It's preferred to have at least one member with a pediatric background and at least one member with an adult nursing background.
3. Chair responsibilities:
 - A. Oversees the development of an evidence-based research study project; which could be a systematic, scope or literature review conducted by the committee.
 - B. Reports to Program Committee the recommendations of the Research Workgroup regarding research education offerings at the Annual Course.
 - i. The Research workgroup will be formed by the Research Chair.
 - ii. The Research Workgroup will review all research abstracts received for the Annual Course and make recommendations to the Program Committee.
 - C. Mentors research Chair-elect to assume the chair position.
 - D. Provides written agenda and chairs all committee meetings.
 - E. Maintains an ongoing list of research area needs that is reviewed and approved by the board yearly, within the GI field in collaboration with Education and Practice Committee's.
4. Member responsibilities
 - A. Develops and oversees an evidence-based research study to be performed at multiple GI sites or works on a systematic, scope or literature review based on area of need within the GI field.
 - B. Evaluates articles for winner of the Outstanding Research Article in a timely manner.
 - C. Evaluates research posters and selects winners at Annual SGNA course.

- D. .
- E. Provides research information and assistance to SGNA members through such measures as: publication of research articles (systematic reviews) in GNJ, guidance with selected research projects, research workshop at Annual Course and individual presentations by research committee members at Annual Course.
- F. Reviews research conducted by members or vendors on behalf of the Practice Committee; recommends if research is sound and should be considered.
- G. It is strongly recommended that Research Committee members attend the Annual Course.
- H. Scholars Program, in consultation with the GNJ Editor
 - a. Serve as mentors and provide guidance on research to SGNA scholars
 - b. Set criteria for scholar applications
 - c. Review scholar applications and select scholars
- I. Develop list of research area needs within the GI field in collaboration with the Education and Practice Committees and is approved by the board at least annually

5. Refer to policy L-1 "Committee Commission - Omnibus" for additional responsibilities.