

SHOCK SOCIETY

HANDBOOK

FOR

OFFICERS AND COMMITTEES



Version 1.12
8/16/24

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Revision History

Name	Date	Reason for Changes	Version
Serena G. Weisman, Business Manager	1/31/17	Annual updates Added Revision History Tracking Page	Draft, 1.1
Serena G. Weisman, Business Manager	5/22/17	Updates with text from Executive Council and Committee Chairs – Awards, Editor positions	Draft, 1.2
Serena G. Weisman, Business Manager	10/01/17	Updates with text from Executive Council and Committee Chairs – Awards, Editor positions. Update sections	Draft, 1.3
Serena G. Weisman, Business Manager	9/27/18	Updates with text from Executive Council and Committee Chairs – Awards. Update sections	Draft, 1.4
Serena G. Weisman, Business Manager	9/13/19	Removed list of Council Members and named of officers from each position; too specific.	Draft, 1.5
Serena G. Weisman, Executive Director	3/18/2020	Updated: calendar, with changes as a result of transition to MSP. Removed FASEB contract.	Draft, 1.6
Serena G. Weisman, Executive Director	5/22/2020	Made calendar generic. Added communications, diversity, mentorship, and strategy committees to appropriate sections. Removed Rules Committee. Removed, budget – TBD.	Draft, 1.7
Serena G. Weisman, Executive Director	10/07/2020	Updated logo, officers, annual conference, leadership	Draft, 1.8
Serena G. Weisman, Executive Director	9/30/2021	Officers, annual conference, leadership, awardees	Draft, 1.9
Serena G. Weisman, Executive Director	5/4/2021	Officers	Draft, 1.10
Serena G. Weisman, Executive Director	11/15/2021	Awardees, committees, meeting	Draft, 1.11
Amy Kulp, Executive Director	2/28/2024	Officers, Awardees, Committees, Membership	Draft 1.12
Amy Kulp, Executive Director	8/16/2024	Officers, Awardees, Committees, Membership	Draft 1.13

HISTORICAL BACKGROUND AND STATEMENT OF PURPOSE

The founding meeting of the **SHOCK SOCIETY** was held on April 5, 1977 in Chicago, Illinois. The purpose of the **SHOCK SOCIETY** is to facilitate the integration of basic and clinical disciplines in the study of the pathophysiology and treatment of trauma and shock and to promote an awareness of its national and international health importance. To accomplish this goal, the **SOCIETY** promotes original basic and clinical research in molecular, cellular, and systemic pathobiological aspects of shock and trauma. New and important therapeutic approaches that result from this research are also of major interest.

FOUNDING MEMBERS

Burton M. Altura, Ph.D.
Nathan Back, D. Sc.
Arthur E. Baue, M.D.
Benjamin Blattberg, M.D.
Robert F. Bond, Ph.D.
Stanley K. Brockman, M.D.
Irshad H. Chaudry, Ph.D.
Shu Chien, M.D., Ph.D.
James P. Filkins, Ph.D.
Vincent Glaviano, Ph.D.
Lowell M. Greenbaum, Ph.D.
Olive V. Greenway, Ph.D.
Rolf M. Gunnar, M.D.
Lerner B. Hinshaw, Ph.D.
Eugene D. Jacobson, M.D.

Allan M. Lefer, Ph.D.
Rita McConn, M.D.
Leena M. Mela-Riker, M.D.
Arnold Nagler, M.D.
Norman B. Ratliff, Ph.D.
Sherwood M. Reichard, Ph.D.
David G. Reynolds, Ph.D.
Thomas M. Saba, Ph.D.
Mohammed M. Sayeed, Ph.D.
Ewald E. Selkurt, Ph.D.
William C. Shoemaker, M.D.
William Schumer, M.D.
John J. Spitzer, M.D.
H. B. Stoner, M.D.
John K. Vyden, M.D.

STEERING COMMITTEE

William Schumer, M.D., Chair
James P. Filkins, Ph.D.
Allan M. Lefer, Ph.D.
Leena M. Mela-Riker, M.D.
Sherwood M. Reichard, Ph.D.

David G. Reynolds, Ph.D.
Thomas M. Saba, Ph.D.
John J. Spitzer, M.D.
Thomas M. Glenn, Ph.D.

CURRENT OFFICERS

PRESIDENT	Philip Efron, MD
PRESIDENT-ELECT:	Haichao Wang, PhD
TREASURER:	Clifford S. Deutschman, MD
SECRETARY:	Mashkooor Choudhry, PhD

CURRENT EXECUTIVE COUNCIL

Dan Remick, MD	Editor
Ernest E. Moore, MD	Past President
Melanie Scott, PhD, MD	Past President
Laurie Kilpatrick, PhD	Past President
Julia Bohannon, PhD	Councilor
Scott Brackenridge, MD	Councilor/Program Chair 2026
Alicia Mohr, MD	Councilor
Samithamby “Jey” Jeyaseelan, PhD	Councilor
Vanessa Nomellini, PhD, MD	Councilor
Tina Palmieri, MD	Councilor
Anthony Pusateri, PhD	Program Chair 2025
Meihong Deng, PhD	Councilor
Sarah Yuan, MD, PhD	Councilor

CURRENT COMMITTEE CHAIRS

Advancement	Marc Jeschke
Advocacy	Dan Remick
Awards and Honors	Lauren Moffatt
Communications	Isaiah Turnbull
Diversity	Wendy Walker
International Relations	Timothy Billiar
Laboratory Animals Issues	Marlene Starr
Membership	Jillian Richter
Mentorship	Kelav Freeman
Nominating	Melanie Scott
Preparedness	Anthony Pusateri and Scott Brackenridge
Publications	Julia Bohannon
Scientific Program	Anthony pusateri
Strategy	Marc Jeschke

PAST OFFICERS

PRESIDENT

William Schumer, M.D., 1978-1979
James P. Filkins, Ph.D., 1979-1980
Bryan E. Marshall, M.D., 1980-1981
Sherwood M. Reichard, Ph.D., 1981-1982
Arthur E. Baue, M.D., 1982-1983
Allan M. Lefer, Ph.D., 1983-1984
J. Raymond Fletcher, M.D., Ph.D., 1984-1985
Lerner B. Hinshaw, Ph.D., 1985-1986
David G. Reynolds, Ph.D., 1986-1987
Gerald S. Moss, M.D., 1987-1988
John J. Spitzer, M.D., 1988-1989
Frank R. Lewis, M.D., 1989-1990
Irshad H. Chaudry, Ph.D., 1990-1991
Charles L. Rice, M.D., 1991-1992
John W. Holaday, Ph.D., 1992-1993
Ronald V. Maier, M.D., 1993-1994
H. Richard Adams, D.V.M., Ph.D., 1994-1995
Donald E. Fry, M.D., 1995-1996
James A. Cook, Ph.D., 1996-1997
Mitchell P. Fink, M.D., 1997-1998
Mohammed M. Sayeed, Ph.D., 1998-1999
Edwin A. Deitch, M.D., 1999-2000
Jureta W. Horton, Ph.D., 2000-2001
James W. Holcroft, M.D., 2001-2002
Carol L. Wells, Ph.D., 2002-2003
David B. Hoyt, M.D., 2003-2004
Alfred Ayala, Ph.D., 2004-2005
Richard S. Hotchkiss, M.D., 2005-2006
Daniel J. Brackett, 2006-2007
Basil A. Pruitt, Jr., M.D. 2007-2008
Mark Clemens, Ph.D., 2008-2009
Daniel G. Remick, M.D., 2009-2010
Daniel Traber, Ph.D., 2010-2011
Timothy Buchman, Ph.D., M.D., 2011-2012
Basilgia Zingarelli, M.D., Ph.D., 2012-2013
Robert Cooney, M.D., 2013-2014
Charles Lang, Ph.D., 2014-2015
Rosemary Kozar, M.D., Ph.D., 2015-2016
Ping Wang, M.D., 2016-2017
Timothy Billiar, M.D., 2017-2018
Elizabeth J. Kovacs, Ph.D., 2018-2019
Marc Jeschke, M.D., Ph.D., 2019-2020
Marc Jeschke, M.D., Ph.D., 2020-2021
Laurie Kilpatrick, Ph.D. 2021-2022
Ernest E. Moore, M.D., 2022-2023
Melanie Scott, M.D., Ph.D. 2023-2024
Philip Efron, M.D, 2024-2025

PRESIDENT-ELECT

James P. Filkins, Ph.D., 1978-1979
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Robert Cooney, M.D., 2012-2013
Charles Lang, Ph.D., 2013-2014
Rosemary Kozar, M.D., Ph.D., 2014-2015
Ping Wang, M.D., 2015-2016
Timothy Billiar, M.D., 2016-2017
Elizabeth J. Kovacs, Ph.D., 2017-2018
Marc Jeschke, MD, Ph.D., 2018-2019
Laurie Kilpatrick, Ph.D. 2019-2020
Laurie Kilpatrick, Ph.D. 2020-2021
Ernest Eugene "Gene" Moore, M.D. 2021-2022
Melanie Scott, M.D., Ph.D. 2022-2023
Philip Efron, M.D, 2023-2024
Haichao Wang, Ph.D. 2024-2025

SECRETARY

Sherwood M. Reichard, Ph.D., 1978-1980
Leena M. Mela-Riker, M.D., 1980-1985
Judy A. Spitzer, Ph.D., 1985-1989
John W. Holaday, Ph.D., 1989-1991
James A. Cook, Ph.D., 1991-1995
George C. Kramer, Ph.D., 1995-1999
David B. Hoyt, M.D., 1999-2003
H. Hank Simms, M.D., 2003-2006
Carol Miller-Graziano, PhD., 2006-2009
Robert Cooney, M.D., 2009-2012
Sanna Goyert, Ph.D., 2012-2015
Philip Efron, M.D., 2015-2018
Edward Sherwood, MD, Ph.D. 2018-2021
Mashkoor Choudhry, Ph.D. 2021-2025

TREASURER

David G. Reynolds, Ph.D., 1978-1984
John W. Holaday, Ph.D., 1984-1988
John T. Flynn, Ph.D., 1988-1992
Thomas E. Emerson, Ph.D., 1992-1994
Gregory J. Bagby, Ph.D., 1994-1996
Kathleen H. McDonough, Ph.D., 1996-1998
Carol L. Wells, Ph.D., 1998-2002
Alfred Ayala, Ph.D., 2002-2004
Carl J. Hauser, M.D., 2004-2007
Basilia Zingarelli, M.D., Ph.D., 2007-2010
Lorrie Langdale, M.D., 2010-2013
Michaela West, M.D., Ph.D., 2013-2016
Charles Wade, Ph.D., 2016-2019
Melanie Scott, M.D, Ph.D., 2019-2022
Clifford S. Deutschman, MS, M.D., MCCM, 2022-2025

**SAMPLE
SHOCK SOCIETY
CALENDAR OF OPERATIONS**

<u>Date</u>	<u>Action Item</u>	<u>Person Responsible</u>
7/20	Minutes of June Council and Business Meetings to Council	Executive Director
7/24	Summer Newsletter Content to MSP	Executive Director/ Secretary
	<ul style="list-style-type: none"> • Past-President Summary Article 	Past President
	<ul style="list-style-type: none"> • President's Message 	President
	<ul style="list-style-type: none"> • List of Committees 	Executive Director
	<ul style="list-style-type: none"> • Awards Recipients 	Executive Director
	<ul style="list-style-type: none"> • Committee Submissions 	Committee Chairs
	<ul style="list-style-type: none"> • Annual Meeting Highlights 	Program Chair
6/1	Recruit/Appoint New Committee Members	President-elect
8/1	Society Handbook updated and placed on website	Executive Director/ Secretary
9/1	Begin Draft of Next Year's Budget	Executive Director and Treasurer
9/23	Fall Newsletter Content to MSP	Executive Director/ Secretary
	<ul style="list-style-type: none"> • President's Message 	
	<ul style="list-style-type: none"> • Committee Submissions 	Secretary
	<ul style="list-style-type: none"> • Call for Society Awards Nominations 	Awards & Honors Committee Chair
	<ul style="list-style-type: none"> • Upcoming Annual Meeting Notices 	Program Chair
10/1	Draft Overall Schedule to MSP	Program Chair
10/15	3 rd Quarter Financial Statements to President and Secretary	Treasurer
10/15	Preliminary Meeting Program to MSP	Program Chair
11/1	Membership Dues Notices emailed	MSP
11/1	Deadline for Receipt of Slate of Nominees for Election	Nominating Committee
	Call for Abstracts placed on Website	MSP
11/15	Upcoming Years Preliminary Program	Program Chair
	Request for Abstracts & Travel Info. to invited speakers	Program Chair
12/1	Nominations for the Distinguished Service Award and Scientific Achievement Award should be submitted to the committee Chair by 12/1 and a list of qualified nominations should be submitted by Shock Society members and council to the last year where everyone on council by January 4. Prior winners and description of awards would be listed in solicitations.	Awards & Honors Committee Chair
12/15	Slate of Candidates Submitted to Council	Nominating Committee
1/15	4 th Quarter Financial Statements to Council	Treasurer
	Notice of Delinquent Dues to Membership	MSP
	Abstracts Deadline	Program Chair
1/16	Abstracts to Program Chair	MSP
2/1	Begin preparation of Annual 990	Executive Director
	Mentoring Award Nominations to Mentorship Committee	

2/12	Council Election Opens	MSP
2/26	Council Election Closes and Results Sent to Nominating Committee Chair	MSP
3/7	Candidates Notified of Election Results via Phone Mentoring Award Recipient to MSP FRF and FPR Award Reviews Due	Nominating Committee Chair Mentorship Committee Awards Chair
3/15	Preparation of Spring Newsletter Meeting Information	Secretary Meeting Mgmt Office
3/15	Article by Program Chair	Program Chair
3/15	Abstract Approval and Final Program to Meeting Mgmt Office	Program Chair
3/15	Approved abstracts/schedule to MSP	Program Chair
3/22	Speaker Letters sent Faculty Research Fellowship (FRF) and F/P/R Research Award applications YIA, Chaudry, Diversity, and Travel Award Names to Management Office	Meeting Mgmt Office Awards Chair Awards Chair
3/20	Faculty Research fellowship and F/P/R Award applications to committee for review Notification to Award and Travel Applicants Final Abstracts to Editor for Program Supplement	Executive Director/ Program Chair Meeting Mgmt Office
4/1	Spring Newsletter emailed to Members	MSP
4/7	Final results of FRF and FPR to President and Management and notifications of winner	Awards Chair
4/15	1 st Quarter Financial Statements to President and Secretary Awards Nominees submitted to Awards Committee for Review	Treasurer MSP
5/1	Program and Abstracts posted on website Confirm Photographer Order Award Plaques, Officer and President's Certificates	MSP MSP MSP
5/1	Call for written reports and agenda items for June Council Meeting	Executive Director
5/15	Agenda for June Council & Committee Reports Deadline Agenda Items for Annual Meeting Due	Executive Director Executive Director
5/23	June Council Agenda Packet to Council New Investigator Award (NIA) manuscripts from applicants due and distributed to Awards committee for review	Executive Director Awards Chair
June	June Council Meeting	

PRESIDENT

- A. Authority: The President is the Chief Executive Officer of the Society and normally presides at scientific meetings and all meetings of the Council. (By-Laws: Article V)
- B. Term of Office: Serves one term of one-year duration.
- C. Responsibilities:

Presides at all meetings of the membership and of the Council in accord with the parliamentary procedures as specified in "Robert's Rules of Order" (By-Laws: Article II). Required and traditional meetings consist of: Council Meeting in conjunction with the Annual Meeting; Business Meeting of the membership held during the Annual Meeting. The President may call special meetings of the members or Council as necessary. Fall and spring meetings are also useful. Prepares agenda for meetings in consultation with the Executive Director.

- 2. Executes decisions of the Council and membership.
- 3. Authorizes travel for all officers and committee members relative to the performance of Society business. Travel can only be authorized when need is established and alternative funding is not available.
- 4. Oversees the requirements and conditions for all grants to ensure they are met on time.
- 5. Insures adherence to the timetable of activities for various officers and committees.
- 6. Makes committee appointments:
 - a. As one of the first official actions, the President appoints the nominees approved by Council at the time of the Annual Meeting for all standing and ad hoc committees of the Society (made during their tenure as President-Elect). The President will work with the Executive Director to notify committee appointees by email. Appointees will be provided with the contact information of their committee chair, as well as a description of the duties of the committee as outlined in the Handbook.
 - b. Ad Hoc Committees: The President may create ad hoc committees as needed and designate their membership. He/she may terminate such committees upon completion of their stated objective.
 - c. In the event of a vacancy on a committee the President will appoint a replacement.
- 7. Promotes Corporate Relations.
 - a. President approves MSP's content for a letter of acknowledgment for all corporate contributions.
 - b. President acknowledges all gifts or donations made to the Society.
- 8. Signs Legal Documents: President signs contracts in the name of the Society.
- 9. Congratulates winners of elections before Secretary reports to Council and membership.
- 10. Announces winners of New Investigator Award. Cash awards and other recognition are made by the President at the Annual Meeting for the best paper presented by a student in training.
- 11. Approves thank you letters to be sent by MSP to all individuals associated with the planning and execution of the Annual Meeting (Organizers, Local Host, Chairs of Symposia, Donors, Exhibitors and Sponsors).

12. The President sends a letter of standing committees, current committee members, and requirements for committee membership to the President-Elect in the spring.
13. Introduces President-Elect (incoming President) before the President's Address.

D. President's Budget:

1. President's Activities: \$500 (phone, postage, general Society activities).
2. Council Activities: \$2,500.

PAST-PRESIDENT

- A. Term of Office: Serves one term of a three-year duration.
- B. Responsibilities:
 - 1. Chairs Nominating Committee.
 - 2. Provides advice to the incoming President.
 - 3. Serves on the International Relations Committee.
 - 4. Attends meetings with other organizations as requested by the President.

PRESIDENT-ELECT

- A. Authority: The President-Elect shall preside at scientific sessions as designated by the President. He/she shall assume the duties of the President in the latter's absence or inability to serve. (By-Laws Article V)
- B. Term of Office: Serves one term of one-year duration following which he/she assumes the Presidency of the Society.
- C. Responsibilities:
1. Presides at all meetings of the membership and Council in the President's absence or inability to serve.
 2. Attends and serves as a member of all Council Meetings and special meetings called by the President.
 3. Assists the President in administering the affairs of the Society as requested by the President.
 4. Makes recommendations to the President for members of the various ad hoc committees of the Society.
 5. Prepares a slate of nominees for the various standing and ad hoc committees of the Society as listed under Presidential responsibilities for presentation to the council for their approval at the time of the Annual Meeting. It is the responsibility of the President-Elect to consider these nominations well in advance of the Annual Meeting and to insure that they will serve if approved by the Council. These appointees will take office in June of the year following the Council Meeting.
 6. Standing committee chairs should be appointed from among those who have been active members for at least two years. Members of committees should be appointed from the active membership.
 7. In cooperation with the President and Secretary, prepares copy for Newsletter (as President- Elect - #4 in March; as President - #1 in September). The first Newsletter (October) should contain a listing of the membership of all committees and a synopsis of the minutes of the Council and Business Meetings and a calendar of events (see duties of President). The fourth Newsletter (March) should contain the ballot and final program for the Annual Meeting.
 8. Delivers annual address.

APPENDIX A

EXAMPLE OF NEWSLETTERS

#1 AUGUST

- a. President's message
- b. List of Committees
- c. Synopsis of Council and Business Minutes
- d. Calendar of Events
- e. New Members
- f. Other: Special Awards; Amendments

#2 NOVEMBER

- a. President's message
- b. End of Year Activities Summar
- c. Holiday Message
- d. Calendar of Events
- e. Call for Abstracts Reminder
- f. Committee Content

#3 FEBRUARY

- a. Reminder of Meeting (attractions of site, etc.); President or Program Chair
- b. Final Program (Program Chair)
- c. Highlights of Council Meeting
- d. Ballot
- e. Award Winners (Prior Years)
- f. Future Meetings

#4 MAY

- a. President's message
- b. Annual Meeting reminders
- c. Calendar of Events
- e. Committee Content

SECRETARY

- A. Authority: The Secretary (**with assistance of MSP**) will keep all minutes and proceedings of meetings of Council. The Secretary will direct MSP to give notice of all meetings to the members and to Council. (By-Laws: Article V).
- B. Term of Office: Serves a three-year term and may be re-elected once.
- C. Responsibilities: (**with assistance of MSP**)
 - 1. General Administration
 - a. Secretary will approve membership application forms prepared by MSP (according to instructions provided by the Membership Committee).
 - b. Assist MSP to distribute quarterly newsletters a year for website
 - c. Attends and serves as a member of all Council Meetings and special meetings called by President and/or the President-Elect.
 - d. Directs Shock Society-societal management office to set up meetings/teleconference calls and keeps detailed notes on the deliberations at these meetings and from these approves minutes for distribution to the Officers and members of the Council. Minutes are to be prepared by the Executive Director within one month of meetings.
 - e. Keeps a running list of items decided by Council, which should be brought to the attention of the Society membership.
 - f. Maintains the Society archives to include all minutes of general business and Council meetings as well as important Society communications. It will be the responsibility of all Officers, Councilors, and Committee Chairs to provide the office with appropriate copies of their correspondence.
 - g. Collaborates with MSP to maintain and keep current the Handbook for Officers and Committees. Distributes copies of the Handbook for Officers and Committees according to instructions provided by the President.
 - h. Directs Shock Society-societal management office to arrange for Council meetings and the annual membership meeting, including meeting rooms, agenda and notification to Council.
 - i. Prepares and arranges for Council's and business meeting general members' approval of amendments to the constitution and its by-laws.
 - j. Approves notification/letter to all new members elected during the Annual Meeting.
 - k. Directs Shock Society-societal management office in assisting the members of the Council in the execution of their duties and in coordinating activities of the Society.
 - l. Attends to all correspondence of a general nature and refers that which is pertinent to the appropriate individual(s) for further action (e.g., proposed changes in the Constitution, etc.).
 - m. Approves MSP office preparation of a master calendar for Society activities (see Page 8).
 - 2. Membership Records (Directs MSP office in performing following duties for membership).
 - a. Membership Lists

- i. Maintain official computer roster of all members. Computer printouts and Member databases will be available upon request for official Society business.
- ii. Computer listings will include name, address, telephone number, and year of membership.
- iii. Send a second billing notice to all unpaid members in December.
- iv. Members not paid by the end of January will receive no further issues of the Journal until payment is received.
- v. Send third billing notice at end of February.
- vi. Present to Council a list of all unpaid members as of April.

b. Handles all requests for Emeritus members.

Benefits granted to Emeritus members may include the following:

- Exemption from membership dues.
- Will be listed in the Directory as Emeritus members.
- Can hold Society office and serve on committees.
- Will receive all newsletters.

APPENDIX A

BALLOT PROCEDURES

Oct 1	Notify Nominating Committee that nominees should be decided and contacted by November 15 th .
Dec 31	Nominating Committee to have nominees for President-Elect, Secretary, Councilors (1 basic science, 1 clinical), and 20XX Scientific Program Committee Chair by December 31 st .
Jan 15	Deadline for biographical material
Jan 31	MSP prepare ballot for nominees and amendments, if any.
Feb 12	Online election launched
Feb 26	Online election closes
Feb 27	Deadline for ballot count.
March 1	Inform President of results.
March 8	Nominees Notified of Election Results

APPENDIX B

SAMPLE

SHOCK SOCIETY

**2025-2026 ELECTION OF OFFICERS
ELECTRONIC BALLOT**

PRESIDENT ELECT:

SECRETARY:

SCIENTIFIC PROGRAM CHAIR (2024):

BASIC SCIENCE COUNCILOR (4 YEAR TERM):

CLINICAL SCIENCE COUNCILOR (4 YEAR TERM):

DEADLINE – February 26, 2025

TREASURER

A. Authority: The Treasurer is responsible for all funds belonging to the Society and shall supervise the disbursement of funds in accord with budgets approved by Council. He/she oversees the financial records of the Society and presents to the Society an annual audited financial statement. The Treasurer is chair of the Finance Committee and a member of the Council. (By-Laws: Article V) The official address of the 501(c)3 organization is: Shock Society – 1300 Piccard Drive, LL 14, Rockville, MD, 20850.

B. Term of Office: Serves a three-year term and can be re-elected once.

C. Responsibilities:

1. Attends and serves as a member of the Council.
2. Abides by Council guidelines with respect to the collection and dispensation of Society monies.
3. Serves as Chair of the Finance Committee and executes its directives.
In addition, the Treasurer oversees the disbursement of all funds of the Society through budgets assigned to officers and committee members.
4. Presents an annual financial statement to the Society and to the Council as requested. This statement should be a summary of itemized income and expenses for the past three years (with the exception of contractual arrangements) to include:
 - Summary of income and expenses of the society.
 - Summary of income and expenses of the journal, as well as number of subscriptions.
 - Summary of income and expenses of the annual meeting.
 - Summary of overall income and expenses for the year.
 - Summary of assets and liabilities.
 - Summary of all current contractual arrangements.
5. Presents an annual statement to Council summarizing all current contractual arrangements, highlighting any stated need for Council action within the upcoming year.
6. Receives and reviews the annual financial report of the Editor of the Journal.
7. Receives and reviews the annual financial report of the Publisher of the Journal.
8. Reviews the financial report of the Annual Meeting and insures that all registration fees are deposited in the Society's general fund.
9. Provides financial data to President so that the Society Handbook can be kept current.
10. Receives all requests for money for approval. Requests in excess of budgets must be approved by Council.
11. Assures that the financial records of the Society are adequately maintained, (including IRS filings and supporting documents for the past five years), checks are issued within the budgeted amount, and quarterly statements are provided to Council.
12. The Treasurer has access to all financial records.
13. Maintain official financial records of the Society. Issue quarterly financial statements.
14. Maintain a ledger of grant requests made in the name of the Society. Record requirements and conditions of grant and be sure that they are met on time.
15. Assists the Executive director to approve and submit necessary financial reports to the Internal

Revenue Service.

16. Assists the Executive Director with the annual audit of Society records at the end of the fiscal year.
17. Assist the Finance Committee in the preparation of the Society budget.
18. Manage General Operating Funds in accordance with the Society budget and maintains funds in appropriate checking and savings accounts. Society accounts will have four signers: President, President-Elect, Treasurer, and Past-Treasurer. All will have access to the on-line accounts.
19. Manage Reserve Fund and excess cash according to instructions from the Finance Committee and the Council.

D. Budget:

As itemized in Annual Society and Meeting budgets.

TRAVEL REIMBURSEMENT POLICIES AND PROCEDURES

1. Expenses in connection with duly authorized travel for the Society will be reimbursed upon the presentation of properly prepared vouchers signed by the claimant and approved by the appropriate officer in charge of the activity concerned.
2. All pertinent information should be filled in as requested. Unusual circumstances in connection with the travel Expenses should be fully explained. When applicable, charges should be equitably adjusted because of business for other organizations.
3. Super-saver/Economy class fares must be used. Special convention rates shall not be exceeded. First class fares will be permitted if the less than first class accommodations are clearly unreasonable or impracticable (i.e., not available for reasons other than an avoidable delay in making reservations, would require circuitous routing or entail additional expenses offsetting savings on fare, or would not make necessary connections).
4. Reimbursement for the use of traveler's automobile on authorized travel will be at the rate -per mile established by IRS guidelines which shall cover all operating costs including gasoline, oil, etc., but shall not include bridge and road tolls or parking. Actual amounts paid for tolls and parking may be claimed in addition to the mileage allowance. However, reimbursement for the use of the traveler's automobile cannot exceed the cost of the same travel by air.
5. Out of pocket expenses for business related taxi and limousine fares will be reimbursed to the traveler at actual cost. The use of a rental car in lieu of public transportation must be justified on a separate statement attached to this voucher. Rental car expense will be reimbursed only to the extent of equivalent fares for public transportation.
6. Cost of hotel rooms will be reimbursed on an actual cost basis if a receipted bill from each hotel is attached. The reimbursement shall not exceed the special convention rate of a single room with bath (if available); otherwise a written explanation should accompany this voucher. The cost of a room shared with persons not on Society business should be pro-rated on an equitable basis.
7. Meals will be reimbursed by a per diem allowance in accordance with that used by the NIH for each calendar day in travel status or for partial travel days for breakfast, lunch, and dinner will be allowed for each fraction of a calendar day. Meals included in registration fees will not be reimbursed. Dates and times of departure and return must be entered on the travel expense form in order to receive full per diem allowance.
8. Personal expense such as laundry, valet, travel insurance, telephone calls, etc., are not allowable charges.

Send completed form to the Business Office at:

Shock Society

1300 Piccard Drive, LL14

Rockville, MD 20850

akulp@shocksociety.org

EDITOR-IN-CHIEF SHOCK

- A. Authority: The journal **SHOCK** shall be the official publication of the Society. An Editor-In-Chief shall be elected from the membership by a majority vote of the Council to serve for four years which may be renewed. He/she shall appoint, with the consent of the Council, an Editorial board, who must be members of the Society. The Editor shall make a report of his/her stewardship of the Journal at the Annual Meeting and in this report shall summarize the editorial situation and all matters dealing with the finances of the Journal.
- B. Term of Office: Serves a four-year term, with extensions for additional four-year terms pending review by the Publications Committee and approval by majority vote of Council. When a vacancy for Editor-In-Chief Shock arises, the Publications Committee will constitute the Editor-In-Chief Search Committee. In addition, the President, immediate Past-President, and President-Elect shall be appointed as members of the Search Committee, as well as one *ad hoc* member appointed by the current President.
- C. Timetable:
- Report to Council, June.
- Report to Council and Membership, June.
- D. Responsibilities:
1. Shall be responsible for the editorial content of the Journal **SHOCK**. The Journal shall publish meritorious contributions to research relative to shock and the abstracts of the Annual Meeting. Publications in the Journal are not restricted to membership.
 2. Receives all manuscripts submitted for publication in the Journal and assigns them to the appropriate referees for review.
 3. Keeps a log of all manuscripts received and insures that they are reviewed expeditiously. Manuscripts should be reviewed, on the average, within two weeks.
 4. Appoints, with the consent of Council, an Editorial Board with members to serve for four years, with options for re-appointment.
 5. Acts as official liaison to the publisher of **SHOCK**.
 6. Reports to Council in June. The final report of the operations each year shall include the following information:
 - a. Number of Manuscripts
Received.
Rejected.
Accepted.
 - b. Changes in Editorial Board.
- E. Selection of the Editor-In-Chief:
1. As needed, the Publication Committee shall make recommendations to Council for the office of Editor-In-Chief of **SHOCK**.
 2. Council votes on nominations presented by the Publications Committee.
 3. Appointment of an Editor-In-Chief should be made at least 6 months prior to expiration of the current term in office (i.e. the July prior to the January 1 initiation of

term of appointment).

F. Funding:

Subscription rates for 2023.
Members \$260.

G. Fiscal Responsibilities:

The Executive Director shall prepare a financial report that includes revenue and expenses for the journal

DEPUTY EDITORS SHOCK

Deputy Editors (DE) will have the following responsibilities:

- A. DE will be assigned manuscripts to manage for three separate one-month intervals.
- B. During the assigned month, the DE will manage 25 manuscripts (typically these manuscripts will be assigned within the first two weeks of the month).
- C. The Managing Editor will send manuscripts directly to the DE who will select reviewers from the suggested list of Shock Editorial Board members.
- D. The DE may elect to NOT send a paper out for review if the manuscript:
 - a. Has fundamental flaws in experimental design
 1. Represents a minor incremental advance
 2. The data are inconsistent or poor quality
 3. *These decisions will be communicated directly to the authors by the DE.*
- E. After the reviews are complete the DE will decide if the manuscript should be:
 - a. Rejected – manuscript will continue to be managed by the DE
 1. Major revision – manuscript will continue to be managed by the DE
 2. Minor revision – manuscript will continue to be managed by the DE
 3. Accepted – Final acceptance of the manuscript will be made by the Editor-in-Chief
 - DEs will receive an annual stipend of \$2500.00.
 - Each DE will be appointed for a three year term which may be renewed twice (total term of service nine years).
 - The Editor-in-Chief appoints the DEs
 - There will be an annual review of each DE by the Editor-in-Chief.
 - A total of four DEs will be selected, with overlapping terms of service.
 - DE decisions may be appealed to the EIC.

COUNCIL

A. Membership:

President
President-Elect
Secretary
Treasurer
3 Immediate Past Presidents
Editor, SHOCK
8 Councilors
Publications Chair
Program Chair(s)
Strategy Chair

B. Elected Councilors serve a four-year term and are not eligible for re-election until one year after expiration of a full four-year term. Two Council members are elected each year. Council members are expected to attend annual meeting council sessions. If a Council Member misses a council session without extenuating circumstances, they can be removed.

C. Authority: The Society is governed by a Council composed of the Society officers, eight elected Councilors, the Editor of the Journal, Scientific Program Chair, and Chair of the Publications Committee. The three Past Presidents serve a three-year term in an ex-officio capacity. The past five presidents may be invited to attend Council Meetings in a non-voting capacity. The Council serves to execute decisions of the membership, to propose legislation to the membership and to execute, between Annual Meetings, decisions for the orderly conduct of Society business. Decisions of the Council are by majority vote (ref.: Article VI). Although the president may request various committee members and others to be present at various times during the meeting only the Council members are eligible to vote and make decisions for the Society.

D. Interpretation:

a. The Council has broad powers directed at carrying out the decision and wishes of the membership. The actions of officers and the composition and recommendations of various committees of the Society are under the surveillance of the Council, which in turn is answerable to the membership.

b. The actions of the Council shall be directed towards the betterment of the Society and the scientific community. With the help and approval of the membership, the Council should set the general policies of the Society and guide its activities.

c. Among the most important activities of the Council are those of setting general policies regarding the operation of the Journal, the organization of the Annual Meeting, and the collection, handling, and dispensation of Society monies.

STANDING COMMITTEES

Advancement Committee: President appoints (with concurrence of the President-Elect) Chair for a three-year term. The President (with the consent of the Chair) appoints one new member each year for a four-year term. The Scientific Program Chair shall be an Ex Officio member.

Advocacy Committee: 10 members - 3 past presidents; Faculty Research Award Recipient (1 yr term); Research Investigator Award Recipient (1 yr term), President appoints one member to 4-year term. Senior Member is Chair

Awards and Honors Committee: Nine members plus the immediate two Past Presidents; the President appoints one new member each year for a four-year term with the senior member assuming the Chair.

Communications Committee: Eight members; a Chair, Senior Member serves as Chair for one-year term. Two-year terms, president appoints vacating members.

Diversity Committee: Min of 2-yr term; After Annual meeting, chair moves to past-chair; co-chair moves to chair; senior member becomes co-chair.

Finance Committee: Treasurer serves as chair; Chair of Advancement Cmtee; Immed Pas Prest; Secretary; plus one councilor.

International Relations Committee: Council elects three International Councilors (from four members nominated by the President) in time for each International Congress. International Councilors shall assume office at the end of the International Congress and shall remain in office until the end of the following Congress. The President and President-Elect shall be Ex-Officio members. The President shall designate one Councilor to serve as Chair.

Laboratory Animal Issues Committee: 4 appointed members, 3 serving 3 years, and 1 appointed each year by the President. Chair serves 1 year and may be reappointed by Pres. Existing Chair is ex-officio for 1 year to provide continuity for AAALAC membership.

Membership Committee: Chair, co-chair, past-chair, and plus one new member. 3-yr term plus 1 year as past-chair serving as advisor.

Mentorship Committee: Three-year Terms, Shall be composed of members representing all levels of academic ranking; 2 senior advisor, clinician and basic scientist at each level.

Nominating Committee: Committee consists of immediate Past-President as Chair and three preceding Past-Presidents.

Preparedness Committee: The current Program Committee Chair and the upcoming Program Committee Chair serve as co-chairs of the committee, with the upcoming Program Committee Chair taking the lead. Members include Shock's Treasurer, Editor-in-chief, Strategic Committee Chair, an International Communications Liaison, and ad hoc members when co-chairs perceive a threat.

Publications Committee: Four members; three of whom shall serve for a term of three years, one being appointed each year by the President

Scientific Program Committee: Six members; Three members elected by the Society, representing the present and next two annual meetings and three additional members may be appointed by the elected members.

Strategy Committee: President, President-Elect, Treasurer, Secretary, EIC, Current Program Chair, Executive Director. Chair is appointed each year (may be reappointed).

ADVANCEMENT COMMITTEE (standing)

B. Timetable: Report to Council, June

C. Authority:

The Chair of the Advancement Committee is appointed for a three-year term and shall be a member of the Finance Committee. The Scientific Program Chair shall be an ex-officio member. The Chair, with the consent of the President, may appoint additional members to the Committee as needed. The Advancement Committee is responsible for raising money and selecting exhibits for the Annual Meeting. The Committee should (1) solicit Sustaining Members, (2) recommend benefits for Sustaining Members, (3) coordinate the solicitation of sponsors of workshops and symposia at the Annual Meeting, (4) solicit exhibits for the Annual Meeting, Coordinate Society activities affecting corporations, (6) improve communication between the private sector and the Society, and (7) develop plans for the Society over the next few years.

D. Responsibilities Concerning Sustaining Members:

1. Presidential Responsibilities:

Sustaining Membership renewals will be solicited annually by Presidential letter (Appendix A). Checks should be sent to the President or directly to the Society Office. He writes an appropriate letter of gratitude (Appendix B), and sends copy of letter to Chair of the Development Committee.

2. Council Responsibilities:

Council approves all benefits granted Sustaining Members in the name of the Society. These may include:

- Journal subscription (institutional value \$886)
- One society membership to include all Society mailings; Member to be identified by the Corporation.
- Registration of one corporate representative to the Annual Meeting at the Members rate.
- Acknowledgment of each Sustaining Member through the Journal and in the program of the Annual Meeting.
- Discount of 20% for advertising in the Journal.
- Discount of 10% for exhibits at the Annual Meeting.
- Recognition and satisfaction in knowing that their corporation helps sustain an organization identified with the most timely topics on shock research.
- May make suggestions for symposium session topics.

3. Advancement Committee Responsibilities:

a. Sustaining Members

1. Society members should be encouraged to approach corporations about membership in the Society. The best contacts are usually personal. The initial contact should identify the responsible person to whom an official Sustaining Membership invitation should be sent.
2. Chair of the Advancement Committee should be immediately informed of

contact and interest by any corporation.

3. Chair writes initial letter of invitation (Appendix C) and follow-up letter at appropriate intervals.
4. Develops and constantly reviews benefits approved by Council and granted to corporations.

b. Coordinates program of named symposia and speakers for Annual Meeting.

1. Benefits granted to corporations who provide financial support for a symposium include the following:
 - Naming of the symposium on behalf of the corporation
 - Signs describing the named symposium at the Annual Meeting.
2. Costs

a. Complete sponsorship of a named symposium at a cost of \$5,000 (*Note: might increase this to \$10,000*).

b. Partial support of speakers at a cost of \$2,000 (*Note: might increase this to \$3-4,000*).

c. Seeks corporate sponsorship of special awards, e.g. for Shock Society member who has shown excellence in research (see Awards and Honors Committee).

d. Exhibitors at Annual Meetings

1. Works jointly with meeting management company to solicit exhibitors for annual meeting (Appendix D).
2. Maintains a list of exhibitors at past meetings.

e. Relationships between corporations and the Society.

1. Writes midyear letter to corporations briefly outlining Society activities. Reiterates Society needs for corporate support.
2. Maintains roster of corporate contacts including names, titles, addresses, and contributions.
3. Reports to Council at time of Annual Meeting on status of Sustaining Members and Society activities relative to corporations.

E. Other Responsibilities:

1. Submits proposal for ways in which the Society may develop over the short term (1-3 years). Considers innovative ideas for the Annual Meetings, new ways of raising money, holding special conferences (e.g. set up a laboratory experience for concurrent testing of shock therapy), other experiences beneficial for the growth and development of the Society.

Budget: \$300

APPENDIX A

SAMPLE LETTER FOR SUSTAINING MEMBERSHIP RENEWAL

DATE

NAME

DEPARTMENT

INSTITUTION

ADDRESS

CITY, STATE, ZIP, COUNTRY

Dear NAME:

As President of the Shock Society, I thank you for your generous support of the Society in previous years and ask for your continued financial support for the 48th Annual Conference on Shock which will be held in Boston, MA, May 31 – June 3, 2025.

As you know, the Shock Society is composed of basic scientists, practicing physicians, and clinical investigators who conduct research pertaining to the mechanisms and treatment of circulatory shock, including shock due to hemorrhage, infection, and cardiac failure. Evidence is accumulating that shock and its complications are responsible for an ever increasing proportion of the life-threatening situations affecting patients of all ages as encountered in surgery, medicine, obstetrics, and pediatrics.

I enclose a tentative program of the 2025 meeting to illustrate the broad scope of the research focused on the problem of shock. Our goal is to develop and sustain a strong interchange and effective collaboration between laboratory scientists and practicing physician scientists as underscored by the topics in the annual program.

We are most appreciative of your support of the Shock Society in the past and hope that you will renew that support for the current year. Acknowledgement of your contribution will be made by listing your company as a Sustaining Member of the Society in the journal *SHOCK* and on the program of the annual meeting.

Sincerely,

President, Shock Society

APPENDIX B

SAMPLE LETTER ACKNOWLEDGING SUSTAINING MEMBERSHIP RENEWAL

DATE

NAME

DEPARTMENT

INSTITUTION

ADDRESS

CITY, STATE, ZIP, COUNTRY

Dear NAME:

Thank you for supporting the Shock Society and its scientific program as a Sustaining Member for the 2025 year. Sustaining members such as you make possible the many activities of our Society. These educational and research programs include our annual meeting, publication of the journal *SHOCK* and the proceedings of the meetings, sponsorship of symposia, and awards to deserving young investigators. In appreciation of your contribution, the Society will list your company in our Journal each month and make a similar acknowledgement of support in our Society Directory and in the program of our annual meeting.

We greatly appreciate your help. If there are ways we can assist you, please let us know because we wish to build a better bridge between the private sector and the Shock Society. On behalf of the Shock Society I thank you and company name again for your support of the Society's educational and research programs.

Sincerely,

President, Shock Society

APPENDIX C

SAMPLE LETTER FOR SOLICITATION OF SUSTAINING MEMBERSHIP

DATE

NAME

DEPARTMENT

INSTITUTION

ADDRESS

CITY, STATE, ZIP, COUNTRY

Dear NAME:

Your company has been recommended to us as a possible source of financial support for the 48th Annual Conference on Shock which will be held in Boston, MA, May 31 – June 3, 2025. The Society is composed of basic scientists, practicing physicians, and clinical investigators who conduct research pertaining to the mechanisms and treatment of circulatory shock, including shock due to hemorrhage, infection, and cardiac failure. Evidence is accumulating that shock and its complications are responsible for an ever increasing proportion of the life-threatening situations affecting patients of all ages as encountered in surgery, medicine, obstetrics, and pediatrics.

I enclose a tentative program of the 2025 program to illustrate the broad scope of the research focused on shock. Our goal is to develop and sustain a strong interchange between laboratory scientists and practicing physician scientists and the topics in the annual program underscore this emphasis of our Society.

Corporate Contributions help make possible our programs and activities. With a contribution of \$_____, Sustaining Members receive all Society mailings and acknowledgement in our journal *SHOCK*, as well as in the program of the annual meeting, and registration of one corporate representative to the annual meeting at the members' rate. Sustaining Members may also subscribe to the journal *SHOCK* at the members' cost (\$260*). Most importantly, Sustaining Members receive the benefits of knowing that they support shock research and the timely dissemination of the results which will improve the care of severely injured and critically ill patients. We thank you again for your consideration.

Sincerely,

Chairman, Advancement Committee

Enclosure

APPENDIX D

SAMPLE LETTER FOR SOLICITATION OF EXHIBITORS FOR THE ANNUAL MEETING

DATE

NAME

DEPARTMENT

INSTITUTION

ADDRESS

CITY, STATE, ZIP, COUNTRY

Dear NAME:

Your company has been recommended to us as a possible exhibitor at the 48th Annual Conference on Shock which will be held in Boston, MA, May 31 – June 3, 2025. As Chair of the Advancement Committee of the Shock Society, I ask that you consider supporting the Society as either an exhibitor or a sponsor of the meetings. For exhibits, the cost is \$1500 for each table top exhibit. To be listed as a sponsor, a contribution of \$_____ is required. As either exhibitor or sponsor, the name of your company will be listed prominently in the Congress program.

The Shock Society consists of biomedical scientists representing many disciplines, including physiology, pharmacology, biochemistry, anesthesiology, surgery, internal medicine, and veterinary medicine. The bond uniting these members is their interest in the pathophysiology of and therapeutic intervention for shock and trauma. The Society has matured over the past thirty years and is still increasing its membership. For this Congress and annual meeting we anticipate a far-ranging cutting-edge program with approximately _____ submitted papers and _____ symposia with speakers of international stature. We expect a large number of attendees representing Shock Societies throughout the world at the Congress.

Your consideration of this request for support is greatly appreciated. We will be delighted to have you join us as an exhibitor or sponsor of the Society's education and research programs. If you have any questions, or need additional information, please do not hesitate to call or write.

Sincerely,

Chairman, Advancement Committee

Enclosure: Program Format

ADVOCACY COMMITTEE (standing)

Timetable: Members of the advocacy committee will be appointed for three year staggered terms. These terms may be renewed twice (members may serve for a total of nine years).

Purpose & Committee Composition: The advocacy committee exists to advocate for issues important to the Shock Society. This advocacy may be internal (i.e. notifying Shock members about a significant issue) or external (i.e. advocating for increased research funding). There will be a maximum of nine committee members with overlapping terms. The Shock representative to the FASEB board will be an *ex officio* voting member.

A Chair and Vice-Chair will be appointed by the President of the Shock Society for a term of four years and the appointment may be renewed once. The first Advocacy Committee Chair, Daniel Remick, M.D., and Vice-Chair Orlando Laitano, Ph.D., were appointed July 1, 2023.

Committee Charges: The chair will host a virtual meeting three times per year and a face-to-face meeting at the annual conference. If an urgent issue arises, the committee will prepare a document detailing the issue and recommending the Shock Society's response. This document will be forwarded to Council for approval and appropriate next steps.

Appointment of new members: New members will be recommended by the committee chair and appointed by the Shock President. Terms typically begin July 1.

Removal of Current Committee Members: Current committee members may be removed if they are no longer a member in good standing of the Shock Society, or do not provide timely input (within 1 week) to advocacy initiatives (such as comments on documents that will be forwarded to council).

Authority: The committee will recommend a member of the advocacy committee as the Shock representative to the FASEB Board of Directors, which will need Shock council approval.

Responsibilities: The advocacy committee will monitor activities relevant to the Shock Society. These activities include, but are not limited to: research funding, regulatory issues, and national and international policy initiatives. At a minimum, both the Chair and Vice-Chair must read the monthly FASEB advocacy email.

Budget: None

AWARDS AND HONORS COMMITTEE (standing)

The Awards and Honors Committee is normally comprised of ten members, three of whom are past presidents of the Society and two of whom are the Faculty Research Award and Research Investigator Fellowship recipients at the year to a one-year term. Each president appoints one member to a four-year term. Senior member is Chair.

B. Responsibilities: The committee is charged with the responsibility of selecting finalists for New Investigator (NIA), Travel Award (TA), Chaudry International Award (CIT), and Diversity Enhancement (DEA) Awards. The information of authors, institutions, mentors and CVs should be blocked during the abstract scoring process. The committee members should not score the abstracts involved in the conflict of their interests.

NIA, TA, CIT, and DEA – Deadline to be determined by Program Committee. Abstract will be sent to committees two weeks after deadline and will have 3 weeks to complete the scoring.

- Abstracts are to be clearly marked with the specific competition to which they are being submitted, and must be accompanied by all relevant documentation (which, in turn, must be clearly indicated on the Shock Society abstract submission website).
- The institution of the first (presenting) author is the one that will be considered as the “awardee institution” for purposes of determining the maximum abstracts allotted per institution.
- Abstracts will be scored by both the awards and program committees and ranked according to their averaged scores from two committees.
- The Awards Committee Chair, with help as needed, will then determine eligibility for the various awards, up to the maximum number of awards allocated per annual meeting, as follows:
 - Best score.
 - No more than 1 award per laboratory for the NIA, with a maximum of 2 NIA per Institution.
 - No more than 2 awards per laboratory for the TA or DEA (counted separately from the NIA) per laboratory, and no more than 3 per institution.
 - The primary (first) author is expected to present the abstract if accepted. In the absence of first authors, co-authors are allowed to present the abstract.

Distinguished Service Award (DSA) and Scientific Achievement Award (SAA) – Deadline December 1st. Nominees due to the Awards Committee February 20th

Step 1 – Each council member must nominate at least one name each year for each award category. Nominations will also be solicited from the membership.

Step 2 – The Awards and Honors Committee will suggest at least 4 individuals from the submitted names. The committee may suggest other names.

Step 3 – MSP will be responsible to prepare the nomination package that includes the CV, NIH bio sketch and a letter of support.

Step 4 – A vote by Council is taken to select the awardee.

1. New Investigator Award.

The Committee is charged with the responsibility for selecting five finalists from the abstracts entered by students in training (Pre-doctoral or Post-doctoral). Finalists will present their work in a ten-minute presentation followed by a five-minute panel discussion at the Annual Meeting. (See Appendix A).

- a. The Committee may appoint additional judges to assist them in judging the presentations of the students who have registered to participate in this competition.
- b. Guidelines for the competition are to be standardized and distributed to the finalists. Students will be evaluated on both their oral presentation and the information provided within the submitted manuscript. The manuscript must be submitted to SHOCK no later than 2 week prior

to the annual meeting, accompanied by a cover letter addressed to Dr. Remick that indicates the work is from a New Investigator Award nominee. To assist in determining the recipient of the New Investigator Award, the 5 finalists will also submit a complete manuscript of their work to the Chair of the Awards Committee no later than 2 week prior to the competition. The cover letter should include the manuscript number from the SHOCK submission.

- c. To enter the competition candidates must signify their intent to participate by checking the appropriate box on the abstract submission form and must be accompanied by all relevant documentation. First prize - \$650 and the other four finalists - \$350 each. All finalists will receive a plaque and an additional travel grant of \$1,000.
- d. Announcement of the winners will be made by the President at the banquet at the Annual Meeting. The Summer newsletter will carry an announcement of all awards.

2. Travel Awards

The Committee will recommend students for travel grants based on merit and financial need. They will list applicants by score; the five finalists of the New Investigator Award will be recipients unless the need is not indicated. The Committee will indicate a cut-off point below which no award shall be given. It is possible that students other than New Investigator competitors may apply for travel grants. A maximum of 43 travel awards per year may be available depending on available funds and on the recommendation of the Awards Committee, based on merit. The actual number awarded will be decided by the Finance Committee. The amount of the award will be to cover travel to the meeting up to but not to exceed \$1,000.

3. The Shock Society Distinguished Service Award

The award will honor a member of the Shock Society who has shown sustained commitment to the betterment of the Society. Nominations for the Award will be solicited annually from the membership. Members will submit nominations to the Awards Committee along with a C.V. and letter of support to the committee Chair by January 15. The Awards and Honors committee will submit the list of qualified nominations to the President by February 1, which will then be distributed to the Council for selection of a final recipient at the mid-year teleconference. The award will be presented at the annual Shock Society Meeting in June of the same year.

4. The Shock Society Scientific Achievement Award

The award will be given to an individual who has made significant contributions to the broad field of shock research. The award is open to members of the Shock Society and non-members. Members will submit nominations to the Awards Committee along with a C.V. and letter of support to the committee Chair by January 15. The Awards and Honors committee will submit the list of qualified nominations to the President by February 1, which will then be distributed to the Council for selection of a final recipient at the mid-year teleconference. The award will be presented at the annual Shock Society Meeting in June of the same year.

5. The Shock Society Research Investigator Fellowship and Faculty Research Award. Applications due January 15th, and will be sent to the committee for review by March 24th. Reviews due by April 15th.

The Committee will recommend 'Early Career' investigator(s) based on the scientific merit of their application, qualifications, etc. They will list applicants by score and indicate a cut-off point below which no award shall be given. At present two awards are given but this number will depend on the available funds and on the recommendation of the Awards Committee based on merit. The actual number awarded will be decided by the Finance Committee and/or council. The amount of the award will be to cover expenses associated with doing the research proposed in the application, such as supplies & salary of technical support, exclusive of the applicant's salary and will not provide indirect expenses to the institution at which the work is to be done. At the end of the funding period, the award recipients require to have an oral presentation on their research results at the annual meeting.

6. Chaudry International Award

This award is to recognize Dr. Irshad H. Chaudry's dedication in promoting international relationships among the Shock Societies in different countries. It is also to recognize Dr. Chaudry's significant contribution to the US Shock Society with his various leadership positions, especially as the Editor of the SHOCK journal. To be eligible for this award (\$1,500), applicant must be a predoctoral student (MD, PhD, DVM, DO or DDS) or research fellow with no more than 2 years in postdoctoral research training and submit an abstract **from countries outside of the US** to the Shock Society Annual Meeting as the first author. Applicants must check "Chaudry Award", upload their CV, and provide the name and e-mail address of their advisor at the time of abstract submission.

7. Other Awards and Honors

Any recommendation for new awards and honors made by the Council or membership will be referred to this Committee for discussion and recommendation. The chairman of the committee will submit to council the names of the nominees.

8. Mentoring Award – Mentoring Committee Reviews and Selects

The Shock Society Mentoring Award will honor a member of the Shock Society for excellence in mentoring trainees and junior faculty. This award will be given to an individual who has had a significant impact as a mentor in promoting professional development and career advancement of the next generation of basic scientists and/or clinician-scientists in the broad field of Shock research. Nominations for the Award will be solicited annually from the membership. Members will submit nominations to the Mentoring Committee along with the nominee's C.V. and nomination package. The award will be presented at the Shock Society Annual Meeting in the same year.

TIMELINE

- 11/1 Call for Awards Nominations Launched
- 1/15 Awards Nominations Due
- 2/7 Awards Nominations sent to Awards, Diversity, and Mentoring Committees
- 3/7 Scores for abstract-related awards sent to committee chair
New Investigator Award top 5 finalists notified
- 3/22 Committee chair sends review assignments to MSP
- 3/24 MSP sends review assignments and related documents to Awards committee members
- 4/15 Awards Committee ratings/reviews due to MSP
New Investigator Award papers due
- 4/16 New Investigator Award papers sent to Awards committee reviewers
- 4/22 MSP notifies award recipients
- 5/10 New Investigator paper reviews due

AWARDS COMMITTEE SCORING FORM

Faculty Research and Research Investigator Fellowship Awards: Complete Items 1-5 & 9

*Young Investigator Award: Complete Items 1-5 & 9 for rating the written manuscript; 1-9 for the oral presentation

		Highest			Lowest
1.	Introduction: Clear Statement of purpose in a concise well planned introduction stating the health-related nature of the problem.	5	4	3	2
2.	Rationale/Hypothesis: Clear and logical reasoning for conducting the study as well as a definitive hypothesis related to the overall problem.	5	4	3	2
3.	Design: Description of adequate controls number or groups, number of animals/ patients that are appropriate for the original questions. Statistical plan should be included.	5	4	3	2
4.	Methodology: Adequate to answer the questions asked; methods of measurements clearly defined with definite endpoints that will provide clear data to make conclusions.	5	4	3	2
5.	Results and Discussion: Data selected to answer original question/hypothesis with appropriate statistics. Results interpreted relative to current state of knowledge with insight into future directions of research.	5	4	3	2
6.	Delivery: Clarity of speech, choice of words and pace of presentation.	5	4	3	2
7.	Visual Aids: The number and clarity of slides as well as appropriateness of the slide content.	5	4	3	2
8.	Questions: Ability to answer questions that shows command of the work and subject area, insight into the problem ability to speculate into different aspects of the work.	5	4	3	2
9.	Overall Impact	5	4	3	2

* Selection of Young Investigator winners will be determined by the rank order of the total points achieved from all judges.

Below is a draft of the standard operating procedure (SOP) of the Awards Committee:

1. Amy Kulp, Executive Director, Chair and co-chair have initial meeting in the fall to go over:
 - a. Discuss when due dates abstracts and Faculty Research and Research Investigator Award that will be announced on website.
 - b. She has generated a shared drive, which will be shared with chair and co-chair. This is where you will find all the applications and spreadsheets.
 - c. Let the recent Faculty and Research Investigator Award winners know that they will be serving a 1-year term on the committee
 - d. Past president and outgoing president will serve on the committee (is it past two presidents?)
 - e. The bulk of the work by Awards Committee is to evaluate Faculty Research Award, Research Investigator Award and the New Investigator Award.
2. When the abstracts (submission due dates around 1/31) are scored by the program committee, Amy will provide the chair with an excel spreadsheet, which contains applicant name/ institution, title, abstract number and score and what awards the applicant applied for. There will be different tabs for different awards. If you need to get access to individual abstracts, contact Amy. Some have applied for Travel and New Investigator or other eligible awards. There is currently no rule that prevents an applicant from applying to multiple awards as long as they meet criteria.
3. Based on this spreadsheet: resident and regular travel award winners, and the 5 finalists of New Investigator Award finalists will be chosen.
4. Presidential Travel and Travel Award Winners: Chosen based on scores provided by the Program Committee. There are 5 Presidential Awards (for the highest scored abstracts) and about 44 Travel Awards (Amy would have the actual number as it seems the number of awards change slightly year to year). The Chair will go over all the scores on the excel spreadsheet (on the shared drive) and pick the winners. If there are any ties, then the abstracts will be circulated to all the Awards Committee members. They will score 5 as best and 1 as worst. The scores will be averaged; the average is same, then recommend using the median score. If there is still a tie, the co-chair will arbitrate.
5. New Investigator Finalists: MSP will e-mail the Finalists and let them know to submit their manuscripts by April 15th (or pick another date). They should be notified by end of Feb/first week of March, so they have at least 4 weeks to turn in their manuscripts.
 - a. I had a lot of emails asking, “Can we submit in May like in the past and the answer is “no.” This submission is independent of submission date to Shock Journal in mid-May. One of the criterion for eligibility to win the award is that the finalists have to submit their paper to our journal. Dr. Remick will assign the same reviewers to review the manuscripts. This will reduce duplication of efforts. If the reviewer is not on the editorial board, he will add them as ‘ad hoc’ reviewer for the manuscript reviews. If a finalist turns in the paper late to the journal, then that candidate will not be able to win the award. For example, this past year the finalists had to turn in their polished manuscripts to Shock by mid-May and did not do so till first day of the meeting. That individual was excluded from being considered for the award.
 - b. The manuscripts will be distributed to all the reviewers and given 1 month to evaluate. Ideally 3 reviewers should be assigned per paper but with the hope that at least two reviews are done:
 1. First reviewer: Would recommend the co-chair review all 5 papers (so there is one consistent person who has reviewed all papers).
 2. One of second and third reviewer should be a senior scientist
 3. Scoring of each application (please see sheet at end of this document) will have 2 parts:
 1. Submitted manuscript will be graded (5 being best and 1 being worst) for items 1 to 5 in the scoring sheet (Introduction/ rationale-hypothesis/ design/methodology/ results/discussion)

2. On the day of oral presentation, the applicant will be evaluated for Delivery/Visual aids/ability to answer questions (ONLY the Awards Committee members will be allowed to ask questions)
4. At the conclusion of the oral session, the members shall gather to pick the winner. The chair should briefly inform the members which applicant , thus far, had the best manuscript scores.
5. The final winner will be chosen based on how the applicant performed during oral presentation, as this is a culmination of how familiar they are about the work presented. Award committee members agreed to this plan, by majority vote.
6. For Faculty Research Award, Research Investigator Award applications, all the application packets will be compiled by Amy on the shared drive. Ideally 3 reviewers should be assigned per paper, with the hope that at least two reviews are done. All the applications will be reviewed. If for some reason, there are too many applications, the chair and co-chair can arbitrate. Also, during the recent Awards committee meeting (June 2024), present members agreed that the applicants will not receive any written copy of the reviewers' comments (if any). There is not enough resources to follow NIH format for giving applicants a written review.
7. If there is a conflict of interest, the reviewer is asked to notify the Chair and Amy asap so a different reviewer can be assigned. If the co-chair have a conflict of interest for awards as outlined in sections 4 and 5 above, he or she may not review any of the applications in that category. Chair should not review any applications with exception of applications for awards in section 4 and 5 above, in which there is a tied score and co-chair has a conflict of interest.
8. The Chair and Amy will work with Program Committee Chair as to who will be presenting at the ‘Research Fellowship Recipient Presentation’ which follows the “New Investigator Competition” session. The Chair and co-chair will be moderators for both of these sessions.
9. Chaudry International Award: Abstracts scored by program committee and forwarded to Awards committee to choose winner.
10. Diversity Enhancement Award: Abstracts scored by program committee and forwarded to Awards committee to choose winner.
11. Non-abstract dependent Awards:
 - a. Distinguished Service Award- Distinguished Service Award: April 15, 2025 – Nominations (CV + Letter of Support) submitted to Awards committee. List of qualified nominations submitted to president and council for selection at mid-year teleconference (deadline can change based on when this is). Winner selected by president and Council.
 - b. Scientific Achievement Award- April 15, 2025 - Nominations (CV + Letter of Support) submitted to Awards committee. List of qualified nominations submitted to president and council for selection at mid-year teleconference (deadline can change based on when this is). Winner selected by president and Council.
 - c. Shock Society mentoring Award- Feb 2025 chosen by Mentoring Committee
 - d. Diversity Meet the Society Awards – chosen by the Diversity Committee and name forwarded to Awards Committee
 - e. Friend of Shock Society Award – a new award- we are still waiting to give Dr. Somers his award. But, I don't think this will be given on a regular basis. Recommended by President or members of Council.

APPENDIX A

New Investigator Award Winners:

1980 - Ronald V. Maier
1981 - B. J. Pardini
1982 - Nancy H. Manson
1983 - Merrick I. Ross
1984 - Robert B. Lechner
1985 - Michaela West
1986 - Stephen L. Winbery
1987 - Henry M. Cryer
1988 - David G. Pawlush
1989 - William J. Mileski
1990 - Wolfgang Ertel
1991 - Henry Schiller
1992 - Patrick Mullen
1993 - Patrick O'Neill
1994 - Charles Vacchiano
1995 - Carol Cornejo
1996 - Margo Shoup
1997 - David Patrick
1998 - Todd Fruchterman
1999 - Matthew Rosengart
2000 - Christian Schneider
2001 - Cheryl Ballard-Croft
2002 - David Gourlay
2003 - Kinga Powers
2004 - Doreen Wesche
2005 - Michael Miksa
2006 - Marcin Osuchowski
2007 - Steven Schwulst
2008 - Richa Verma
2009 - Jeremy Hermann
2010 - Marc Hanschen
2011 - Juan Pablo Idrovo
2012 - Michael Kuncewitch
2013 - Sung Yang
2014 - Bryanna Emr
2015 - Laura Hansen
2016 - Diego F. Niño
2017 - Julie Stortz
2018 - Fariborz Soroush
2019 - Michelle Wakeley
2020 - Sascha Halvachizadeh
2021 -
2022 - Molly Kobritz
2023 - Zhangying Chen
2024 - Russell Hollis

Scientific Achievement Award Winners:

1997 - Irshad H. Chaudry and Allan M. Lefer
1998 - Richard J. Ulevitch
1999 - Lerner Hinshaw
2000 - John A. Mannick
2001 - N/A
2002 - John J. Spitzer
2003 - Arthur Baue
2004 - Ronald V. Maier
2005 - Ed Deitch and Peter Ward
2006 - Carol Wells
2007 - Alfred Ayala
2008 - Jureta Horton
2009 - Lyle Moldawer
2010 - David Hoyt
2011 - David Herndon
2012 - Richard Hotchkiss
2013 - Asrar Malik
2014 - Daniel Remick
2015 - Timothy Billiar
2016 - Kevin J. Tracey
2017 - Elizabeth J. Kovacs
2018 - Gene Moore
2019 - Edward Sherwood
2020 - Ping Wang
2021 - Haichao Wang
2022 - David Williams
2023 - Sarah Yuan
2024 - Marc Jeschke

Distinguished Service Award Winners:

1997 - William Schumer
1998 - James P. Filkins
1999 - Robert F. Bond
2000 - Arthur E. Baue
2001 - Francis L. Abel
2002 - Irshad H. Chaudry
2003 - David J. Brackett
2004 - Carol L. Wells
2005 - Mohammed Sayeed
2006 - Jureta Horton
2007 - Richard Hotchkiss and James Cook
2008 - Daniel Remick
2009 - Carl Hauser
2010 - Basilia Zingarelli
2011 - Alfred Ayala
2012 - Daniel Traber
2013 - Ernest Moore
2014 - Mark Clemens

2015 – Timothy Buchman
2016 – Lorrie A. Langdale
2017 – Rosemary Kozar
2018 – Charles Lang
2019 – Ping Wang
2020 – Melanie Scott
2021 – Marc Jeschke
2022 – Laurie Kilpatrick
2023 – Timothy Billiar
2024 - Elizabeth Kovacs

Early Career Investigator Award Winners:

2005 – Chun-Shiang Chung
2006 – Stephen Trzeciak
2007 – Yu Chen
2008 - Ranjit Chima
2009 - Jessica Clark
2010 – Philip Efron
2011 - Daithi Heffernan
2012 - Wendy Walker
2013 - Kevin McConnell
2014 – Steven Schwulst
2015 – Peng Lu
2016 – Matthew J. Delano
2017 – Lin Zou
2018 – Monowar Aziz
2019 – Naeem K. Patil
2020 – Sherry (Xiaoyuan)Yang
2021 – Ryan Pearson
2022 – Patricia de Assis
2023 – Peter Kitrick Moore
2024 – Kartik Rajagopalan

Early Scientist Fellowship Award Winners:

2015 – Diana Pang
2016 – Qian (Katie) Sun
2017 – Theresa Chan
2018 – Jurgis Alvikas
2019 – Hui Jin
2020 – Julie Ng
2021 – Kun Yang
2022 – Chuyi Tan
2023 – Min Fan
2024 – Preethi Jayakumar

COMMUNICATIONS COMMITTEE (standing)

Draft Charter

1. Purpose:

The purpose of the Communications Committee is to develop and implement effective communication strategies that enhance the visibility, credibility, and impact of The Shock Society within its target audience(s), stakeholders, and the community at large.

2. Objectives:

- Develop and maintain a cohesive communications plan aligned with the organization's mission, goals, and values.
- Increase awareness of The Shock Society and its programs, initiatives, and accomplishments.
- Cultivate and maintain positive relationships with key stakeholders, including donors, volunteers, partners, and the media.
- Ensure consistency and clarity in messaging across all communication channels.
- Monitor and evaluate the effectiveness of communication efforts to inform continuous improvement.

3. Composition:

- The Communications Committee shall consist of eight members; Four members; a Chair, Co-Chair, Past Chair, Senior Member serves as Chair for one-year term.
- Members shall include individuals with expertise in communication, marketing, public relations, social media, graphic design, and other relevant fields.

4. Responsibilities:

- Develop and update the organization's communications strategy and annual plan.
- Oversee the creation and dissemination of content across various platforms, including website, social media, email newsletters, press releases, and printed materials.
- Review and approve all external communications to ensure alignment with organizational messaging and branding guidelines.
- Identify opportunities for media coverage, public speaking engagements, and other promotional activities to raise awareness of [Nonprofit Organization Name].
- Collaborate with other committees or departments within the organization to integrate communication efforts with fundraising, programming, and advocacy initiatives.
- Monitor trends and best practices in nonprofit communications to recommend adjustments to the communications strategy as needed.
- Provide regular updates to the Board of Directors on communication activities, metrics, and outcomes.

5. Meetings:

- The Communications Committee shall meet quarterly or as needed to fulfill its responsibilities.
- Meetings may be conducted in person, virtually, or through conference calls, as deemed appropriate by the committee members.

6. Reporting:

- The Communications Committee Chair shall provide regular updates and reports to the Council on the committee's activities, accomplishments, and challenges.
- Annual reviews of the communications strategy and plan shall be presented to the Council for feedback and approval.

7. Accountability:

- Committee members are expected to actively contribute to meetings, participate in decision-making processes, and fulfill assigned tasks in a timely manner.

- The Communications Committee Chair is responsible for ensuring that committee activities align with the organization's mission and strategic objectives.

8. Amendment:

- This charter may be amended by a majority vote of the Communications Committee, with approval from the Council.

9. Adoption:

- This Communications Committee Charter shall be adopted upon approval by the Council of the Shock Society and shall remain in effect until amended or revised.

10. Review:

- The Communications Committee shall review and evaluate the effectiveness of this charter annually and propose revisions as needed to enhance its relevance and efficiency.

FINANCE COMMITTEE (standing)

The Finance Committee shall consist of the Treasurer (as Chair), the Chair of the Advancement Committee, the President-Elect, Immediate Past Treasurer, Secretary, and Additional Councilor. The immediate past treasurer can also serve as an ad hoc to ensure continuity in expertise. The Committee shall prepare an Annual Society Budget and submit it for Council approval at the time of the Annual Meeting and prior to the start of the Fiscal Year. This budget shall include estimates of all income sources and appropriate estimates of expenditures for committees, officers, meetings, and publications. Society operations during the fiscal year will be financed from the General Operating Fund as approved by Council. The Finance Committee shall consider and attempt to devise ways to increase the Society's income.

B. Timetable: Report to Council, December, June.

C. Authority: It is the responsibility of this Committee to prepare an Annual Society Budget and submit it for Council approval at the time of the Annual Meeting and prior to the start of the fiscal year. This budget shall include estimated income sources and appropriate estimates of expenditures for committees, officers, meetings, and publications. The Committee makes recommendations concerning investment policies to the Council and considers means to increase Society income.

D. Duties and Responsibilities:

1. Prepares an overall annual budget to be submitted for Council approval at the time of the Annual Meeting (Appendix A). The budget shall specify expenditures for all Officers, Council and Standing Committees of the Society.
2. Reviews annually the financial records of the Society.
3. Reviews/audits the financial statement/summary that is given to the account each year. The review must take place one month before submission to the accountant.
4. Makes recommendations to Council concerning raising and disbursing of funds relative to the Annual Meeting and Program.
5. Assists Treasurer in the performance of his duties.
6. Recommends policy relative to allowable expenses concerned with necessary travel of Officers or Committee members and symposium speakers.
7. Sets rules (subject to Council approval) relative to required receipts and record keeping on the expenditure of budgeted funds by Officers and Committee Chairs.
8. Reviews activities of Advancement Committee to insure coordination of solicitations in support of Annual and International Meetings, workshops and Symposia.
9. Recommend to Council registration fees for the Annual Meeting

E. Rules for Society Expenditures:

1. No Society funds will be used for Officers or Committee members to travel to sessions held in conjunction with the Annual Meeting. The Society assumes that active members will attend the Annual Meeting at their own expense, or their employer's expense, in order to attend the scientific sessions.

2. Society funds for travel require prior budgeting and prior Presidential approval unless specified herein. Where practical, the lowest available transportation cost such as "super- saver" or "coach" airfare and lowest hotel/motel accommodations will be used.
3. Society contractual agreements will be reviewed by the Society's attorney prior to consummation. The President is authorized to sign contracts in the name of the Society.
4. The Keynote Speaker (non-member) will receive an honorarium of \$500 in addition to travel and per diem expenses. The Keynote Speaker should be a scientist of high stature and among the foremost in his field.
5. Non-member speakers may be provided travel expenses and per diem if such Society assistance is needed.
6. A member of the Society is not to be reimbursed for expenses at the Annual Meeting. The Annual Meeting represents an obligation to the member and reimbursement is not to occur whether invited or not.

APPENDIX A

Profit and Loss			
July 2024			
		Total	
	Jul 2024	Jan - Jul, 2024 (YTD)	% YTD
Income			
41000 Membership Dues Income	260.00	87,795.00	0.30%
42000 Journal and Subscription Income	105,793.00	143,793.00	73.57%
42500 Royalties Income		328,000.00	0.00%
43000 Annual Conference			
43101 Registration Fees		259,380.00	0.00%
43102 Banquet Ticket		1,225.00	0.00%
Total 43000 Annual Conference	\$ 0.00	\$ 260,605.00	0.00%
47050 Individual Contributions		1,340.00	0.00%
48400 Other Event Revenue		875.00	0.00%
48500 Interest Income	62.54	438.41	14.27%
48501 Misc. Revenue		2,700.00	0.00%
49000 Unrealized Gain/Loss		18,258.89	0.00%
Total Income	\$ 106,115.54	\$ 843,805.30	12.58%
Cost of Goods Sold			
59000 Conference Expenses			
59003 Editor Stipend		3,750.00	0.00%
59050 Council Travel		5,141.00	0.00%
59150 Speaker Fees and Reimbursements		5,000.00	0.00%
59200 Bank Fees	30.00	30.00	100.00%
59210 Merchant Fees	537.70	597.70	89.96%
59220 Digital and Production		618.00	0.00%
59250 Technology Contracts & Services		650.00	0.00%
59310 Postage and Delivery	6.57	2,231.75	0.29%
59320 Printing and Composition		7,375.97	0.00%
59330 Supplies and Office Expenses		1,123.34	0.00%
59331 Swag with Logo		761.66	0.00%
59332 Office and Mtg. Supplies		122.56	0.00%
59336 Fun Run	-70.00	-660.00	10.61%
Total 59330 Supplies and Office Expenses	-\$ 70.00	\$ 1,347.56	-5.19%
59420 Fun Run		6,595.00	0.00%
59500 Food and Beverage	37,738.25	196,651.39	19.19%
59502 Editorial Board & Council Lunch		2,693.73	0.00%
59503 Welcome Reception		-70.00	0.00%
59507 Awards Dinner		-560.00	0.00%

Total 59500 Food and Beverage	\$ 37,738.25	\$ 198,715.12	18.99%
59550 Staff Travel		3,562.40	0.00%
Total 59000 Conference Expenses	\$ 38,242.52	\$ 235,614.50	16.23%
Total Cost of Goods Sold	\$ 38,242.52	\$ 235,614.50	16.23%
Gross Profit	\$ 67,873.02	\$ 608,190.80	11.16%
Expenses			
51000 Consultants and Contracted Serv		3,218.22	0.00%
51200 Administrative Expenses		13,666.00	0.00%
51250 Awards and Grants	21,000.00	21,074.77	99.65%
51600 Accounting Services		481.72	0.00%
51700 Legal Fees	1,213.50	3,532.50	34.35%
52000 Bank and Credit Card Fees		11,669.72	0.00%
52200 Business Insurance	600.00	600.00	100.00%
52260 Subscriptions	278.41	48,923.82	0.57%
52400 Office Supplies	23.52	164.45	14.30%
52800 Contributions and Gifts		500.00	0.00%
54400 Travel Awards	-1,000.00	36,200.00	-2.76%
56000 Web and Internet Support	20.93	604.74	3.46%
56100 Membership Services		17,900.92	0.00%
56150 Database/Memberclicks		1,200.00	0.00%
56200 Publication Services		36,202.30	0.00%
56300 Database Services		5,249.00	0.00%
56400 Management Services	11,681.85	69,308.19	16.85%
56401 Technology Fee		115.46	0.00%
Total 56400 Management Services	\$ 11,681.85	\$ 69,423.65	16.83%
57100 Professional Services		3,299.05	0.00%
Uncategorized Expense		442.92	0.00%
Total Expenses	\$ 33,818.21	\$ 274,353.78	12.33%
Net Operating Income	\$ 34,054.81	\$ 333,837.02	10.20%
Other Expenses			
91000 Prior Year Expense		22,000.00	0.00%
Total Other Expenses	\$ 0.00	\$ 22,000.00	0.00%
Net Other Income	\$ 0.00	-\$ 22,000.00	0.00%
Net Income	\$ 34,054.81	\$ 311,837.02	10.92%

INTERNATIONAL RELATIONS COMMITTEE (standing)
COMMITTEE IS WORKING ON NEW DRAFT CHARTER

Timetable: Report to Council, June

Authority: The International Relations Committee will consist of the four most recent past-presidents. Additional ex-officio members can be any Society member who is an officer or member of the IFSS. Any Society member who is also an officer of the IFSS should be the official delegate to any international meeting and be responsible for the foreign activities of the Society, which include planning for future international meetings or symposia in conjunction with the Program Committee.

The purpose of the committee is to:

LABORATORY ANIMAL ISSUES COMMITTEE (standing)

Timetable: Members of the committee shall serve for a term of three years. The chair shall serve for a term of one year, and may be reappointed. The Chair will attend quarterly Executive Council meetings and provide an update.

Purpose & Committee Composition: The Laboratory Animal Issues Committee exists to promote the ethical and humane use of laboratory animals as required for legitimate scientific research. The committee shall be composed of four appointed members, one being the Chair.

Committee Charges: The chair will host a virtual meeting three times per year and a face-to-face meeting at the annual conference. If an urgent issue arises, the committee will prepare a document detailing the issue and recommending the Shock Society's response. This document will be forwarded to Council for approval and appropriate next steps.

Appointment of New Committee Members: New members will be appointed by the Shock President. Terms typically begin July 1.

Removal of Current Committee Members: Current committee members may be removed if they are no longer a member in good standing of the Shock Society, or do not provide timely input to initiatives. Removal must be approved by council.

Authority: The committee will recommend a member to serve as the Shock representative to the FASEB Animals in Research and Education Subcommittee, which will need Shock council approval.

Responsibilities: The Laboratory Animal Issues Committee's major goal is to promote the ethical and humane use of laboratory animals as required for legitimate scientific research. In doing so our role is to gather and provide the membership with current information concerning matters that could affect the Society's purpose of promoting research in shock and trauma. Such matters might include the status of pending legislation dealing with animal care or use, the activities of animal activist groups, and national efforts to foster biomedical research.

Budget: None

MEMBERSHIP COMMITTEE (standing)

Timetable:

The normal timetable for membership will be three years as an active member, with an additional year as the immediate past chair, functioning in an advisory capacity. The committee will consist of the chair, the co-chair, a new member, to be selected prior to or at the Annual Meeting of the Shock Society, as well as the past chair.

At the conclusion of the Annual Meeting of the Shock Society the chair becomes the past chair and will advise the current chair. The co-chair becomes the chair, the member who has served for a year becomes the co-chair and the new member takes his/her place on the committee. If someone cannot fulfill their full time on the committee, a replacement will be named at the earliest convenience.

Purpose & Committee Composition:

The committee will review new applications and develop (in concert with the Shock Society Council) programs to increase the Shock Society membership. The Membership Committee consists of three-four members, with each member serving a three-year term. The senior member of the committee shall serve as Chair of the committee. Each member will be in good standing (paid dues and positive promotion of society) in the Shock Society.

The Diversity Subcommittee will reside under the umbrella of the Membership Committee (see Diversity Subcommittee). However, the Membership Committee will have no authority over the Diversity Subcommittee but will work in unity.

Committee charges:

Chair:

- Promote membership in the Shock Society.
- Review and approve new membership applications; provide names to Secretary of Shock Society and to the management office.
- Serve as a sponsor for new membership applications without sponsors.
- Plan and run meetings (Quarterly –teleconferences and an Annual meeting at the Shock Society Conference).
- Represent Membership Committee on the Shock Council (attend teleconferences and Business meeting at the Annual Shock Society Conference).
- Appoint new members, in consultation with the President.
- Remove committee members who are not in good standing with Shock Society.
- Work with the management team regarding membership committee items.
- Revise Membership Committee bylaws; provide to Shock Council for approval.
- Present membership certificates to new members at the Annual Shock Society Conference or find a delegate to fulfill this role.

Co-Chair:

- Carry out the charges of the Chair in his/her absence.
- Promote membership in the Shock Society.
- Regularly participant in membership committee meetings and projects.
- Review and approve new membership applications.
- Serve as a sponsor for new membership applications without sponsors.
- Revise Membership Committee bylaws; provide to Shock Council for approval.

Past Chair:

- Pass down any pertinent information from service on committee.

- Advise the committee.

New Committee Member (one appointed each year):

- To become conversant with the workings of the committee.
- Promote membership in the Shock Society
- Regularly participant in membership committee meetings and projects.
- Serve as a sponsor for new membership applications without sponsors.
- Revise Membership Committee bylaws; provide to Shock Council for approval.

Appointment of new committee members:

The Chair, in consultation with the President, will appoint new committee member(s) that are in good standing in the Shock Society.

Removal of current committee Members:

Current committee members that are not in good standing (includes but not limited to – unpaid dues, unexcused absences, lack of participation, inability to work toward the purpose of the committee, etc.) will be asked by the Chair to resign from the committee. In the event that the committee member who is not in good standing is the Chair, the Co-Chair will ask the Chair to resign. Resignation must be unanimous among the committee. Resignation will be documented by the Chair (or Co-Chair) and submitted to the Shock Council.

Authority:

The Chair (on behalf of the Membership Committee) shall review incoming applications and approve membership to qualified applicants. If the Chair is unavailable, membership may be approved by other members of the membership committee beginning with the most senior member. If the qualifications of a potential new member are questioned by the Chair of the committee (or whomever reviews the application), he/she will submit applicant materials to the Shock Society President and/or other members of the Membership Committee for review and final decision. In the case of an otherwise qualified applicant, a member of the committee may sponsor a new member if a suitable sponsor is unavailable at the applicant's institution.

Responsibilities:

The Chair of this Committee is responsible for any relationship between a prospective new member and the Society until receipt of dues with proper identification of the payee by the Secretary. The responsibility of the Society begins only with receipt of dues. Upon review and approval of a given application, the Chair shall notify the Secretary and the Management Team (by email), and a formal letter of membership shall be issued by the Secretary of the Shock Society. All steps in this process may be facilitated by the Management Team.

Procedure for Membership Application:

1. Completed application forms and C.V. (in the future a NIH bio sketch may be sent in lieu of C.V.) are received, scanned, and emailed to Chair and Co-Chair of the Membership Committee by the Management Team.
2. Both the Chair and Co-Chair review applications and all supporting materials, and if possible, grant membership to the applicant within a few days.
3. The Chair/Co-Chair sends, by email, the name and title of the new member to the Secretary of the Society as well as the Management Team. Personnel will process annual dues payment and facilitate notification of new members by the Secretary of the Shock Society.

APPENDIX A

Shock Society Membership Types and Requirements

Student Member- A person applying for student membership must have genuine and active interest in the aims and purposes of the Society. Applicants must be sponsored by an active full member of the Society. Student membership does not include voting privileges in the Society. Applicants must be enrolled in an undergraduate or graduate program at the time of membership and provide a curriculum vitae in addition to a letter of recommendation from their sponsor. Student members may be recommended by an active full member of the Society for 1 year term limited appointment on a Committee during which they are required to attend the annual Society meeting.

Post-Graduate Trainee Member- A person applying for post-graduate trainee membership must have genuine and active interest in the aims and purposes of the Society. Applicants must be sponsored by an active full member of the Society. Post-graduate trainee membership does not include voting privileges in the Society. Applicants must provide evidence of completion of a doctoral program and be enrolled in a post-graduate training program (residency program, post-graduate, or clinical fellowship program) at the time of membership as well as provide a curriculum vitae. Post-graduate trainee members may be recommended by an active full member of the Society for 1 year term limited appointment on a Committee during which they are required to attend the annual Society meeting.

Associate Member- A person who shares the stated purpose of the Council and has completed their terminal degree and are no longer in any training program, but are not an independent investigator (research coordinators, lab managers, research assistants, technicians, support staff) may apply as an associate member. Applicants must provide a curriculum vitae and must be sponsored by an active full member. Applications must be submitted to the Society office and will then be transmitted to the Membership Committee for approval. Applicants will have voting rights within the Society but will not be eligible for committee assignments.

Full Member- A person who shares the stated purpose of the Council and is eligible under Article III of the Constitution may be appointed as a full member. Members can be any person who is a current independent investigator or prefers to have the benefits of full membership. Applicants must provide a curriculum vitae. Applications must be submitted to the Society office and will then be transmitted to the Membership Committee for approval. Full members will have voting rights within the Society and be eligible for committee assignments.

Emeritus Member- Members who have retired may apply to the Council for election to emeritus status. Emeritus Members shall pay no dues but shall have all rights and privileges of full members.

APPENDIX B

SAMPLE LETTER OF ELECTION TO MEMBERSHIP

DATE

NAME
DEPARTMENT
INSTITUTION
ADDRESS
CITY, STATE, COUNTRY, ZIP

Dear Dr NAME:

The Shock Society is pleased to welcome you as a **STUDENT/FULL** Member. The advances in the field of shock and trauma, particularly the exciting developments in pathophysiology and treatment of shock, indicate that the **Shock Society** is an appropriate place for the discussion of these important topics. We look forward to your active participation in the Society.

We hope that you will actively contribute to future meetings. The National Meetings provide a forum including a workshop, symposia, posters, and oral presentations. The Shock Society meetings are an opportunity for scientific exchange and interaction with investigators in this rapidly developing field.

We encourage you to submit your manuscripts to the journal of the Society, **SHOCK**. This journal has been widely recognized as a major journal in the field. Manuscripts, which do not require revision, can be published within a five-month period.

The Shock Society welcomes comments, suggestions and criticism from its membership. Please convey any problems to me or to any of the officers or council. Correspondence may also be directed to the Office of the Secretary, Mashkoor A. Choudhry, Ph.D., Loyola University of Chicago, 2160 South First Avenue, Maywood, IL, 60153. Email: mchoudhry@luc.edu

We look forward to your association with the Shock Society.

Sincerely,

Mashkoor A. Choudhry, Ph.D.
Secretary, Shock Society

Enclosures: Membership Certificate

DIVERSITY COMMITTEE (standing)

Timetable:

Each member will serve a minimum of a two-year term. At the conclusion of the Shock Society annual meeting, the chair will become the past chair and the co-chair will become the chair. The senior member will become the co-chair.

Purpose & Committee Composition: To increase the diversity of the membership in the Shock Society. The Diversity Committee will develop programs to increase awareness and promote diversity within the Shock Society. The Diversity Committee will consist of three/four members with a track record of promoting diversity. Each member will be in good standing (paid dues and positive promotion of the society) in the Shock Society.

Committee charges:

Chair:

- Define and promote diversity in the Shock Society
- Plan and run meetings (Quarterly –teleconferences and an Annual meeting at the Shock Society Conference)
- Develop and host diversity activities for annual Shock Meeting (i.e. luncheon)
- Provide diversity information to be included in the Shock newsletter
- Represent Committee on the Shock Council (attend teleconferences and Business meeting at the Annual Shock Society Conference)
- Appoint new members, in consultation with the President
- Remove committee members who are not in good standing with Shock Society
- Work with the Management office regarding diversity projects
- Revise Committee bylaws; provide to Shock Council for approval
- Review applications for Diversity Travel Awards and select award recipients

Co-Chair:

- Carry out the charges of the Chair in his/her absence
- Define and promote diversity in the Shock Society
- Regularly participant in committee meetings
- Regularly participate in committee projects
- Review applications for Diversity Travel Awards and select annual award recipients
- Revise Committee bylaws; provide to Shock Council for approval

Past Chair:

- Define and promote diversity in the Shock Society
- Pass down any pertinent information from service on committee
- Advise the committee
- Review applications for Diversity Travel Awards and select annual award recipients

Committee Member:

- Define and promote diversity in the Shock Society
- To become conversant with the workings of the committee
- Regularly participant in committee meetings
- Regularly participate in committee projects
- Review applications for Diversity Travel Awards and select annual award recipients
- Revise committee bylaws; provide to Shock Council for approval

Appointment of new committee members:

Appointment of new members: The Chair, in consultation with the President, will appoint new committee member(s) that are in good standing in the Shock Society.

Removal of current committee Members:

Removal of current members: Current committee members that are not in good standing (includes but not limited to – unpaid dues, unexcused absences, lack of participation, inability to work toward the purpose of the committee, etc.) will be asked by the Chair to resign from the committee. Resignation will be documented by the Chair and submitted to the Shock Council.

Authority:

Annually, the Committee will select the Shock Society travel awardees for the Diversity Enhancement Award and The Meet the Shock Society Awards.

Responsibilities: 1. The Chair (on behalf of the Diversity Committee) shall propose diversity enhancement activities to the Council for review and approval. These activities can include but are not limited to i). Diversity promoting sessions at the annual meeting, ii). Diversity inclusion information in the Shock newsletter, and iii). Statistical documentation of the membership diversity of the Shock Society. All steps in this process may be facilitated by FASEB personnel.

Procedure for the Diversity Enhancement Award and the Meet the Shock Society Award Applications:

1. The applicant upon submitting their abstract to the annual meeting should select the award for which they are applying to and then submit the application package by the deadline via e-mail to the Chair.

The Diversity Enhancement Award application package consists of a. a copy of the applicants abstract, including the abstract ID number, for the Annual Shock Society Meeting, b. a one-page letter stating the applicants career goals, research goals, role in the research described in the abstract, and reasons the applicant is deserving of the award. The level of training (undergrad/grad/postdoc) and which underrepresented group the applicant belongs should be included. If applicant indicates “Other Underrepresented Group,” applicant must provide an explanation for why belonging to this group makes the applicant underrepresented. The letter should NOT restate the abstract OR be longer than 1 page. Award applications that do not comply with length restriction will NOT be considered.

The Meet the Shock Society Award application package consists of a. a one-page personal statement stating your career goals, research goals, current research project, and reasons why you are deserving of the award (If the applicant indicates “Other Underrepresented Group,” in the personal statement the applicant must provide an explanation for why this group enhances the diversity of the Shock Society. The personal statement should NOT exceed one page. Award applications that do not comply with length restriction will NOT be considered; b. Curriculum Vitae or NIH formatted Bio sketch (limit 4 pages) and c. a letter of recommendation from your supervising principal investigator, departmental chair or academic advisor.

2. The Diversity Committee will review the applications and select up to 4 awardees for the Annual Shock Meeting. In the event of a tie, the Chair will decide the awardee.

3. The Chair/Co-Chair sends, by email, the name and title of the 4 travel awardees to the the Secretary of the Shock Society, as well as **the Management office. The Management team** will notify the travel awardees with a formal letter (via e-mail).

MENTORSHIP COMMITTEE

Composition:

The mentorship committee consists of a chair and eight members representing clinicians and basic scientists at different career stages. The Chair is appointed by the President in consultation with the Council. New members are appointed by the President in consultation with the Chair.

Timetable:

Each member including chair serves a two-year term, starting at the conclusion of the Shock Society annual meeting.

Committee Charges:

The mentorship committee supports the strategic goal of the Shock Society to educate, mentor, and promote the next generation of researchers in the fields of trauma, sepsis, and critical illness. The committee is tasked to provide an effective forum for junior investigators to initiate and further develop collaboration and networking with colleagues in related fields, as well as acquire advanced knowledge and skills for leading independent research programs.

Authority and Responsibilities:

The mentorship committee reviews applications/nominations for the Shock Society Mentorship Award and select awardee(s). The chair presents the award at the annual meeting. The mentorship committee may work with the scientific program committee in organizing events, such as workshops or roundtable discussions, during annual meetings to promote networking and career development.

In addition, members of this committee are encouraged to extend mentoring programs and activities beyond the annual meeting by organizing webinars, pairing investigators who are at specific stage of careers with their peers, advising junior investigators in grant writing, and conducting activities that promote diversity and inclusion.

Budget:

Financial support for mentoring workshop or dinner event during annual meeting, including costs for beverage and food.

NOMINATING COMMITTEE (standing)

Timetable:

Slate of Candidates Confirmed-----	December 31
Deadline for receipt of petition for member's nominations-----	December 31
Biographical forms completed and returned to Secretary-----	January 15
Ballot to Membership-----	February 12
Deadline for ballot receipt-----	February 26
Deadline for tally of ballots-----	February 27

Authority: The Nominating Committee consists of the immediate Past-President as Chair of the Committee, and three preceding Past-Presidents. It will be the responsibility of the Nominating Committee to prepare lists of nominees from the members as described in Article VII of the By-Laws and to ascertain the willingness of each nominee, if elected, to serve. Other names may be added to the Ballot upon petition of at least 10 members of the Society to the Secretary at least five months before the Annual Meeting. At least three months before the Annual Meeting, a Ballot containing the list of all nominees will be sent to the membership. For a member to be eligible for nomination for elective office, he/she must be an active member in good standing for a minimum of two years.

Nominations by Committee:

President-Elect - After one year, succeeds to President. Number of candidates unspecified. Tradition holds that two candidates should be nominated.

Secretary - Serves a 3-year term. Can be re-elected once. Number of candidates unspecified.

Treasurer - Serves a 3-year term. Can be re-elected once. Number of candidates unspecified.

Councilor - Serves a 4-year term, two to be elected each year (1 basic science and 1 clinical).
Two candidates must be nominated for each position.

Scientific Program - Serves a 3-year term. Two candidates must be nominated for one position.

Guidelines for Nominations:

In its choice of nominees for office, the objective of selecting candidates of stature and good judgment who will perform dutifully and well should override all other considerations.

Tradition holds that in order to keep a balance between basic and clinical sciences that nominees for President with a clinical background be nominated in odd years and nominees with basic science background be nominated in even years.

For a member of the Society to be eligible for nomination for elective office, he/she must be an active member in good standing with the Society for a minimum of two years. Eligibility of members to be elected must be carefully checked with the Society Office.

An email will go out to all active Shock Society members with a link to the online Call for Nominations form. Council may send their nominations directly to the Executive Director.

The Committee should make an effort to meet either in person or by conference telephone call, to discuss the slate of nominees.

The Chair is responsible for verifying that all nominees are willing to run for office and to

serve if elected.

The Chair is responsible for having background information (education, professional experience, honors, and several citations that will reflect research interests) on each candidate for distribution to the membership with the ballot. Please have form supplied by the Secretary completed to have biographies in the same format. (Appendix A)

The slate of nominees with their biographical backgrounds will be published in the Newsletter.

Budget: \$50.00

APPENDIX A
BIOGRAPHICAL SKETCH

NAME (*Last name first*):

MAJOR FIELD:

EDUCATION (*Undergraduate, Graduate, Post-Doctoral*):

<u>Institution</u>	<u>Degree</u> <u>Year</u>	<u>Field</u>
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PROFESSIONAL EXPERIENCE (*Earliest to most recent*):

CONCURRENT POSITIONS (*Ed. Boards, review groups, consultants*):

HONORS AND AWARDS:

MEMBERSHIPS:

RESEARCH INTEREST:

SOCIETY MEMBERSHIP (*Year, Activities*):

CANDIDATES STATEMENT:



PRESIDENT-ELECT CANDIDATE

Timothy G. Buchman, Ph.D., M.D., FACS, FCCM

Director, Emory Center for Critical Care, Atlanta, GA.

Education: SB, 1974; SM, 1974 (Organic Chemistry) ; PhD, 1978 (Virology); MD, 1980, The University of Chicago.

Training: Internship and Residency, Surgery, Johns Hopkins (1980-1985). Halsted Chief Resident, Surgery, Johns Hopkins, (1985-1986). Fellowship, Trauma/Critical Care, U of MD ShockTrauma (1986-1987)

Appointments: Johns Hopkins University, Associate Professor of Surgery, with Joint Appointments in Anesthesiology, Emergency Medicine, Molecular Biology and Genetics (1987-1994). Washington University in Saint Louis, Edison Professor of Surgery, Joint Appointments in Anesthesiology and Medicine (1994-2009). Emory University, Founding Director, Center for Critical Care and Professor of Surgery (2009-present).

Research Interests: (Past) Molecular Biology of Shock; End-of-Life Care; Heat Shock; Molecular Diagnostics. (Current) Genetic Predisposition to Sepsis; Predictive Biology; Complex

Systems Science.

Shock Society Service: Member (1988-present); Sponsor; SHOCK (Associate Editor, 2000-2007; Consulting Board Member, 2007-present); Program Chair, 2007

Candidate's Statement: The Shock Society remains the single most important international organization promoting collaboration among modelers, bench investigators, translational scientists and clinicians. Different from other societies, the Shock Society actively promotes the ideas and develops the careers of young and innovative clinicians and scientists. The Shock Society is therefore uniquely poised not only to catalyze transdisciplinary science but also to become a central force advocating for institutional and granting agency support of collaborations aligning investigators and clinicians worldwide towards prevention and treatment of shock. The collegiality and camaraderie fostered within the Shock Society and expressed through our Journal and our Annual Meeting is a force waiting to be tapped towards improving the detection, treatment and mitigation of shock. As President of the Shock Society, I would sustain what we do best—developing people, ideas and collaborations—while working towards greater recognition and support of our science and of our clinical care.



TREASURER CANDIDATE

Lorrie A. Langdale, MD

University of Washington, Seattle, WA

Appointments: University of California, San Francisco, Critical Care Fellow (1984-1985); University of Washington, Acting Assistant Professor (1985-1986), University of Washington, Assistant Professor (1988-1993), University of Washington, Associate Professor (1993-present); University of Washington, Professor (pending, 2010); VA-Puget Sound Health Care, Director of Surgical Critical Care (1985-present); VA-Puget Sound Health Care, Chief, General Surgery (1996-present); VA-Puget Sound Health Care, Acting Director Surgery & Perioperative Care and Acting Vice Chair, University of Washington Department of Surgery (2000-2002)

Research Interests: Acute liver insufficiency, whether secondary to hepatic resection, direct trauma or general hypoperfusion associated with shock, has few effective treatments. Unchecked, the normal inflammatory responses initiated during resuscitation and reperfusion set the stage for severe liver dysfunction as well as remote organ failure. As regulators of multiple, distinct cytokine signaling pathways, Suppressor of Cytokine Signaling proteins (SOCS) mechanisms play pivotal roles in the evolution of injury in general and liver ischemia-reperfusion (IR) in particular. My research aims are to understand the cell specific role(s) of cytokine regulation and to exploit these natural anti-inflammatory mechanisms in the development of novel therapeutic strategies.

Shock Society Service: Member (1986-present); Membership Committee (1993-1995, Chair 1996); Clinical Councilor (1998-2001); Rules Committee (2009-present)

Candidate Statement: The Shock Society is unique. Having attended and enjoyed every meeting since 1986, I am always amazed at the blend of basic science and clinical translation that is the essence of our membership's work. The science is all, and the openness of PhD and MD alike in forging a path toward discovery has never failed to be inspiring. Although we have come through some tough times, the current financial environment facing all of academia poses significant challenges, not only to individual investigators but also to collaborative research forums such as the Shock Society. Continued stewardship of our fiscal health is essential to our ongoing organizational success and I would be honored to serve as your Treasurer.

**BASIC SCIENCE COUNCILOR****Laurie Kilpatrick, PhD**

Temple University School of Medicine, Philadelphia, Pennsylvania

Education: PhD, 1983, Biochemistry, University of Pennsylvania, Philadelphia, PA;

Postdoctoral Fellow, Pharmacology, University of Pennsylvania (1983-86)

Appointments: Research Assistant Professor, Departments of Pediatrics and Biochemistry and Biophysics, University of Pennsylvania (1986-1993); Associate Member, Joseph Stokes, Jr. Research Institute, Children's Hospital of Philadelphia (1994-2003); Research Associate Professor, Department of Pediatrics, University of Pennsylvania (2003-2008); Associate Professor, Department of Physiology, Thrombosis Research Center, and Center for Inflammation, Translational and Clinical Lung Research (CILR), Temple University School of

Medicine (2009-present)

Research Interests: Molecular mechanisms regulating proinflammatory signaling in the innate immune system; role of activated neutrophils in the development of acute lung injury.**Shock Society Service:** Member (1986-present); scientific presentations at Shock Society meetings for over 20 years, moderator for several mini-symposiums, and Workshop Chair (2003); Awards and Honors Committee (2006-2010).**Candidate's Statement:** The Shock Society has been an important part of my development as a scientist and I am honored to be nominated to serve as a Basic Science Councilor. I have been attending Shock Society meetings for over 20 years, first as a student and later as an established investigator. Having been a finalist in the Young Investigator Competition, it is rewarding to now serve on the Awards and Honors committee and judge this competition and mentor students and Fellows. As a member for many years, I have the perspective to continue the philosophy of the Shock Society which provides an important forum for clinical and basic scientists to meet and exchange ideas. I have always appreciated the uniqueness of this Society and am impressed by the mutual respect our members have for scientists from different disciplines. This type of interaction fosters collaborations and facilitates translational research. My goals for the Society are to attract excellent scientists with diverse backgrounds, retain student members, and strive to inform our members of new technology and novel scientific approaches relevant to shock research. Both youth and experience should be balanced to keep our Society dynamic. It is an honor to give back to a Society which has nurtured me and my career.**CLINICAL COUNCILOR****Steven E. Wolf, MD**

University of Texas Health Science Center – San Antonio

Education: BS (Zoology, *cum laude*) University of Texas, Austin TX 1986, MD University of

Texas Medical Branch, Galveston TX 1990, General Surgery University of Missouri – Kansas

City 1995, Research Fellow Shriners Burns Hospital, Galveston TX 1996,

Critical Care/Burns University of Texas Medical Branch, Galveston TX 1997

Appointments: 1997 Assistant Professor, Department of Surgery, University of Texas

Medical Branch 2000 Assistant Chief of Staff, Shriners Hospital for Children – Galveston

2000-Director – Blocker Burn Unit, University of Texas Medical Branch,

2000-Co-Medical Director, Intermediate Care Unit, University of Texas Medical Branch,

2002-Associate Professor (Tenure), Department of Surgery, University of Texas Medical

Branch, 2004-Director, Burn Center, United States Army Institute of Surgical Research, 2004-Professor, Department of Surgery, University of Texas Health Science Center San Antonio, 2006-Betty and Bob Kelso Distinguished Chair in Burn and Trauma Surgery, University of Texas Health Science Center San Antonio, 2008-Chief, Clinical Research, United States Army Institute of Surgical Research, 2008-Vice-Chairman for Research, Department of Surgery, University of Texas Health Science Center – San Antonio

Shock Society Service - 1997-present Member, Shock Society, 1997-present Yearly presenter at Shock Meetings 2007-present Member, Awards and Honors Committee**Statement:** The governing Council is responsible for the business and public position of the Shock Society to the world-at-large. It is made up of diverse scientist-members with expertise in investigations into the causes and treatment of shock, whether these are from the bench or in affected patients. Councilors come from 'both sides of the aisle' with the stated goal to abolish poor outcomes related to hemodynamic compromise and sepsis. As a candidate for Clinical Science Councilor, my first goal is to encourage and facilitate transition of pre-clinical findings to clinical testing under the auspices of the Shock Society through position papers and collaboration with funding agencies. My second goal is to further codify clinical observations that demand new investigations from the bench for answers. I feel I am well suited for this role because of investigative experience both from the bench and in the clinic, my former and current associations with agencies in federal, state, and philanthropic realms, and my role as an active treatment provider for patients in shock. I hope that together we can continue the great work done in reducing mortality and improving outcomes in critical illness.



SCIENTIFIC PROGRAM CHAIR

Ping Wang, M.D.

North Shore University Hospital and Long Island Jewish Medical Center, Manhasset, New York.

Education: M.D., 1982, Changwei Medical College, China; M.S., Surgery, 1985, The Third Medical University, China; M.A. *ad eundem*, 1998, Brown University, Providence, RI; Postdoctoral fellow, 1987-1988, Department of Pharmacology, University of Washington School of Medicine, Seattle, WA.

Appointments: Assistant Professor of Surgery, Michigan State University College of Medicine, East Lansing, MI, 1992-1995; Assistant and Associate Professor of Surgery, Brown University School of Medicine, 1996-2000; Professor of Surgery (with tenure), Pathology, Physiology & Biophysics and Associate Director, Center for Surgical Research, University of Alabama at Birmingham School of Medicine, 2000-2002; Professor of Surgery, Albert Einstein College of

Medicine; Chief, Division of Surgical Research, North Shore University Hospital and Long Island Jewish Medical Center; Investigator, Feinstein Institute for Medical Research, 2002-present; Vice Chairman for Research, Department of Surgery, North Shore University Hospital and Long Island Jewish Medical Center, 2005-present; Editor-in-Chief and Co-Founder: *International Journal of Clinical and Experimental Medicine (IJCEM)*, 2008-present; Continually NIH funded since 1995; NIH Independent Scientist Award (K02); Former SAT Study Section member.

Research Interests: Cellular and molecular mechanisms of tissue injury in trauma, hemorrhage, ischemia-reperfusion, and sepsis; Novel inflammatory mediators; Drug discovery and preclinical development.

Shock Society Service: Member (1990-present); Presentations at each meeting since 1989; Session co-moderator; Symposium speaker; Membership Comm. 1998-2002, Publications Comm. 2004-present; Councilor 2006-present; and **SHOCK** Journal Editorial Board, 1993-present.

Candidate's Statements: The Shock Society has a long tradition of promoting interaction between basic scientists and clinicians in trauma, hemorrhage and sepsis research. Rapid translation of knowledge from the laboratory to clinical practice continues to be an important goal of the Shock Society. The Program Chair's function in the Society is to continue to convey this critical message and to bring in innovative ideas to further promote research in the field of shock. I am honored to be nominated as a candidate for the Scientific Program Chair and would be privileged to serve the organization.

PREPAREDNESS COMMITTEE (standing)

Membership

1. Co-Chair 1 - upcoming Program Committee Chair - lead chair
2. Co-Chair 2 - current Program Committee Chair
3. Treasurer
4. Editor-in-Chief of Shock
5. Strategic Committee Chair
6. President elect
7. Ad hoc members when the co-chairs perceive a threat - members determined by the particular threat or opportunity (e.g.: other Committee Chairs, etc)

Authority

The Preparedness Committee will help to identify and to offer recommendations to Council on potential or perceived threats or opportunities to the society and/or our annual meeting (e.g., pandemics, natural disasters, economic issues, changes in NIH funding priorities)

Activities

1. Co-Chairs convene on a quarterly basis or as needed
2. Co-Chairs reach out to chairs of other committees twice a year to identify and potential issues or threats – once in the fall (October/November) and once in the spring (late February/March)
3. Co-Chairs report any potential issues from the committees to the council
4. The committee will convene ad-hoc meetings in response to any perceived threats to consist of relevant committee chairs or society members

PUBLICATIONS COMMITTEE (standing)

Authority: The Publications Committee shall be composed of four appointed members, three of whom shall serve for a term of three years, one being appointed each year by the President. The Chair of this committee shall serve for a term of three years.

Responsibility: The Publications Committee shall oversee and evaluate the publications of the society with the main emphasis on the journal SHOCK. This committee shall review contracts between the society and the publisher for the Journal SHOCK and shall evaluate both financial and non-financial matters of concern that may arise in the publication process. The Committee Chair may need to work closely with the editor to facilitate modifications of publication contracts or other matters that may arise in the publication process. Although the Editor of SHOCK serves at the pleasure of the President and Council, the Publications Committee serves an important communications link. In the event of a change in the Editor of SHOCK the Publications Committee shall be charged to form a search committee and make recommendations to the President and Council for an appropriate replacement. The Committee is also responsible for the solicitation, review and recommendation to Council of candidates(s) for the position of Deputy Editor of SHOCK.

STRATEGY COMMITTEE (standing)

DRAFT FOR REVIEW

I. Purpose

The purpose of the Strategy Committee (the "Committee") is to assist the Executive Council (the "Council") of the Shock Society in fulfilling its oversight responsibilities by providing strategic guidance and recommendations related to the organization's mission, goals, and long-term direction. The Committee will focus on assessing and advising on matters that impact the organization's overall strategy, competitiveness, and sustainable growth.

II. Composition

The Committee shall consist of a Chair appointed by the Council, Council Officers, Committee Chairs, and the Journal Editor-in-Chief.

III. Responsibilities and Duties

1. Strategic Planning:

- Review and recommend approval of the organization's strategic plan.
- Monitor the implementation of the strategic plan and assess progress regularly.
- Provide guidance on adjustments to the strategy in response to changing internal or external factors.

2. Competitive Analysis:

- Conduct regular assessments of the competitive landscape.
- Provide insights on emerging trends, threats, and opportunities that may impact the organization's strategic position.

3. Risk Management:

- Assess strategic risks and recommend risk mitigation strategies.
- Review the organization's risk appetite and ensure alignment with strategic objectives.

4. Business Development:

- Evaluate potential business opportunities, partnerships, mergers, and acquisitions.
- Provide recommendations on investments and divestitures in line with the organization's strategic goals.

5. Innovation and Technology:

- Monitor developments in technology and innovation relevant to the organization's industry.
- Advise on strategies to leverage technology for competitive advantage.

6. Performance Measurement:

- Establish and review key performance indicators (KPIs) to measure the success of the strategic plan.
- Regularly report to the Council on the organization's performance against strategic objectives.

7. Stakeholder Communication:

- Provide input on communication strategies related to the organization's strategy.
- Engage with key stakeholders to gather insights and feedback.

IV. Meetings

The Committee shall meet at least three times per year or more frequently as necessary. Special meetings may be called by the Committee Chair or upon the request of a majority of Committee members.

V. Reporting

The Committee Chair shall report the Committee's findings and recommendations to the Council following each Committee meeting. A written summary of each meeting shall be maintained and distributed to the Board.

VI. Evaluation

The Committee shall conduct an annual self-assessment of its performance and effectiveness in fulfilling its responsibilities and report the results to the Council.

VII. Amendment

This Charter may be amended by the Council, and any proposed amendments shall be reviewed and approved by the Committee.

SCIENTIFIC PROGRAM COMMITTEE

A. Responsibilities: Primary responsibility for the Annual Meeting is shared jointly by the meeting management company and the elected individual whose term of office expires coincident with the Annual Meeting. They should be aware of their responsibilities for three years prior to the meeting and work closely together to develop, plan, and execute the Annual Meeting.

B. Authority: The Scientific Program Committee shall be composed of ten members, two elected members and six members appointed by the elected members. These Chairs represent the present and next two Annual Meetings. Elected members shall each serve three years, one being elected each year. Elected members shall be nominated by the Nominating Committee and should represent the scientific interests of the Society.

The Scientific Program Committee is responsible for the scientific affairs of the Society. The Committee develops the program for the Annual Meetings, including topics and contributors for major sessions and selection of proffered papers. It arranges for the program publication and receives proposals and makes recommendations to the Council concerning selection and scheduling of sites for Annual Meetings. The Committee is required to file a formal written summary annually with the Council.

C. Timetable: Preliminary Report to Council on Topics
June Shock Meeting: Discussion with Council and other leaders regarding program content
June year prior: Membership Survey for topics and interests
September year prior: Symposia/Workshop/Mini-Symposia topics/moderators proposed
December year prior: Abstract format (figures) confirmed; Request for abstract posted on the web
January year of: Invited speakers, moderators, and sessions scheduled
January 15, year of: Abstract deadline
February year of: Abstracts to Program committee and Award Committee
February 28, year of: Scoring deadline
March 31, year of: Final Program deadline
April 15, year of: Program published on website
June (first Sat-Tues): Annual Conference on Shock

D. Scientific Responsibilities:

1. Makes recommendations to Council concerning selection and scheduling of sites (with Meeting Managements assistance).
2. Selects symposia topics and chairs. A budget of \$10,000 has been approved by Council to pay honoraria/travel for keynote speakers. The speaker(s) will be selected by the program chair in consultation with the President of the Society.
3. Arranges Call for Abstracts for Annual Meeting (with Meeting Management assistance).
 - a. The Call for Abstracts should clearly indicate the areas of scientific interest of the Society. Great care should be made to make these explicit, interesting, and timely.
 - b. The Call for Abstracts should permit the applicant to select oral or poster or poster only presentation. If the applicant's first choice is not possible, the applicant should indicate whether the abstract is to be scheduled in the alternative session or withdrawn.
 - c. Poster presentations should be used to allow diversity in subject presentation. In addition, the Society believes that these sessions offer a format conducive to informal scientific exchange.
4. Final Program
 - a. In February/March, the Committee selects submitted papers for presentation or rejection.

- b. Schedules abstracts for oral or poster presentation. Checks all abstracts to insure that senior authors or sponsors are members in good standing.
 - c. Selects moderators for scientific sessions.
 - d. Reviews plans for the Annual Meeting.
 - e. Presents complete listing of invited symposia to include titles, chairs, invited speakers, and topics.
5. Submits to Editor of SHOCK journal the abstracts for publication and information necessary for the publication of the program (April 15th deadline).
6. Meeting of the Committee at the Annual Meeting.
- a. Discusses sites for future Annual Meetings.
 - b. Discusses program for the next two Annual Meetings.
 - c. Votes final approval of program for next Annual Meeting.
 - d. Considers and makes recommendations to Council concerning meetings with other organizations.
 - e. Reviews overall scientific program and stature of the Society.
7. Sponsorship of Other Symposia and Workshops

The Scientific Program Committee will review and make recommendations to the Council as well as the Development Committee concerning Society sponsorship of other symposia and workshops. With approval by Council, the Society may lend its name to generate income for such activities.

E. Relationship to Advancement Committee

This Committee must work closely with the Advancement Committee to solicit funds in support of the Annual Meeting from Corporations. Whenever appropriate an attempt will be made to secure corporate sponsors for symposia. The International Relations Committee should be invited to work with the Program Committee to promote important participation among foreign societies and the Shock Society to help develop timely and appropriate international meetings.

F. Guidelines for Scientific Program:

1. Sites and times for future meetings, which are determined by Council on the advice of the meeting management company, should be chosen at least three years in advance. A proposal for sponsorship of a meeting by a member of the Society should include the following:
 - a. Proposed date (month and year).
 - b. If a pre-meeting workshop is being recommended a statement as to where it will be held in relation to the Annual Meeting.
2. Four Non-member speakers may be provided travel expenses and per diem if such Society assistance is needed. (Appendix E) Budget \$10,000 (to include keynote speaker)
3. A member of the Society is not to be reimbursed for expenses at the Annual Meeting. The Annual Meeting represents an obligation to the member and reimbursement is not to occur whether invited or not.

4. If a keynote address is given, keynote speaker (non-member) may receive an honorarium in addition to travel and per diem expenses. The keynote speaker should be a scientist of high stature and among the foremost in his field.
5. It is the responsibility of the Chair of the Scientific Program Committee to write each invited speaker a letter on behalf of the Committee, which informs them of the audiovisual equipment available and the activities of the meeting.
6. Scientific papers for oral presentation should be collated to form a cohesive grouping. This is more important than scheduling all papers submitted for oral presentation. No more than two concurrent scientific sessions should be scheduled.

SAMPLE
APPENDIX A

**46th ANNUAL CONFERENCE ON SHOCK
CALL FOR ABSTRACTS**

You are invited to submit abstracts for the 47th Annual Conference on Shock to be held June 1-5, 2024 at The PGA National Resort in Palm Beach Gardens, Florida.

Abstracts will be accepted until **Monday, February 12, 2024, at noon, Eastern Time.**

This Conference offers an opportunity to present data in poster and oral presentation sessions. The Program Committee will designate the placement after considering all abstracts for topic, grouping, etc. Finalists for the New Investigator Award will be asked to present their work in a 10-minute slide presentation followed by a 5-minute discussion.

The number of abstracts to be included in this year's program will be limited. Abstracts will be critically evaluated and their selection will be based on the following three criteria: data content, originality of the work and relevance to shock and trauma areas.

It is assumed that in each instance where studies pertaining to human subjects were carried out, appropriate informed consent and sanction of the local Human Research Committee was obtained. Only original, unpublished research should be submitted. Further, it is assumed that the same material will not be presented in identical form elsewhere. **Please note that no name may appear as first author on more than one abstract. The first author is expected to present the abstract if accepted. In the absence of the first author, co-authors are allowed to present the abstract but must advise the program chair upon acceptance.**

THE ABSTRACT MUST BE SUBMITTED ELECTRONICALLY. Please go to the Society website www.shocksociety.org or directly at <https://meetingcenters.org/submit.aspx?meetingid=1601> and access the abstract submission link. **Abstracts must conform to the instructions explicitly.**

If you have not previously logged into the site, you will need to create an account by clicking on the “create an account” link (menu bar on left of welcome screen). Create user name and password (you will need this each time you log in).

Until you complete your final submission, your abstract is saved in “draft” and not submitted for review.

Remember to complete your final submission by clicking the SUBMIT button one time only. Do not enter duplicate submissions.

After completion of the submission process, you will receive a confirmation e-mail with Control ID number.

Please use this number in communications regarding your abstract. **TECHNICAL SUPPORT:** If you have any difficulty with the submission process, please email Technical Support at shock@meetingcenters.org

ABSTRACT HANDLING FEE. A non-refundable abstract handling fee of \$30 is required for each abstract.

ACCEPTANCE. All abstracts will be reviewed by the Program Committee. Authors will receive notification of acceptance and presentation data prior to receipt of the program.

PUBLICATION. All abstracts accepted for presentation will be printed in the journal, **SHOCK**. In addition, manuscripts may be submitted to the Editor of **SHOCK** for consideration, following editorial review, for publication in **SHOCK**. Please submit articles based on original work not previously published and prepare manuscripts according to the instructions published in **SHOCK**.

DEADLINE. Electronic Abstract submission must be received by **February 15, 2023, at noon, Eastern Time.**

INSTRUCTIONS FOR AUTHORS

Abstracts should be informative, containing: (a) the study's specific objectives, unless given by the title; (b) brief statement of methods, if pertinent; (c) summary of results obtained; and (d) statement of the conclusions. It is NOT satisfactory to state, "The results will be discussed".

ABSTRACT LIMIT: There are no restrictions on the number of submissions you may submit. An individual can be named as first author on more than one abstract. However, an individual may be the first author on only one abstract accepted for oral presentation. Abstracts from the same first author not accepted for oral presentation will be eligible for poster presentation.

CHARACTER LIMIT: There is a limit of 2500 character count. Only one figure or table is allowed for each abstract submission. The character count includes title, body text, spaces, and figure or table. **The maximum figure or table size (when reproduced for publication) will not exceed 3.5 inches wide by 1.5 inches in height. All text within the image should be large enough so that is readable when the image is printed or viewed on screen. All illustrations should be of professional quality (tiff files are recommended) and must be clear even after reduction in size for publication.**

Please note that artwork generated from office suite programs such as CorelDRAW, PowerPoint and MS Word and artwork downloaded from the Internet (JPEG or GIF files) cannot be used.

Color figures are allowed but all figures will be printed in black and white in the *Shock* supplement. Abstract reviewers will be able to view figures online in color. **You will be advised of your character count usage throughout the submission process as you save and move to the next step.**

TITLE AND BODY: DO NOT INCLUDE INSTITUTION OR AUTHOR INFORMATION IN THE ABSTRACT TEXT. All abstracts will be blinded relative to institution and authors during the review/selection process. The title should be entered in ALL CAPS. Do not put your title in quotation marks. Do not use formatting tags in the title. You may copy and paste your submission body into the appropriate sections.

DISCLOSURES: You will be asked to complete specific disclosures in order to finalize your submission.

INSTITUTIONS/AFFILIATIONS: You will be asked to enter all the institutional affiliations for your authors prior to adding the authors. You do not need to enter institutions in a particular order to be able to designate author affiliations. After entering all affiliations, you will proceed to the next step of adding authors and then associating them with the already entered affiliations. Please enter this information carefully since it will be reproduced in the program.

AUTHORS: Please enter all authors in the order they should appear in the heading of the abstract. If you (the Contact Author) are not the Presenter on a submission, you will need to provide contact information on the Presenter.

ABSTRACT PROOF: Carefully check the proof of your abstract. Make sure all special characters and formatting (as well as figures and tables, are displaying properly in your proof. If you find errors, return to the appropriate page by clicking on the page name in the left-hand menu to make your corrections.

ABSTRACT SUBMISSION FEE: A fee of \$30 (payable by credit card Visa/MasterCard only) will be required for each submitted abstract.

Select from the list of categories supplied:

Trauma/Burn/Hemorrhagic Shock: Basic and Translational Research Studies
Sepsis/Endotoxin/Infection: Basic and Translation Research Studies
Clinical/Therapeutic Target Research Studies

ABSTRACT HANDLING FEE - A non-refundable abstract handling fee of \$30 is required for each abstract.
PUBLICATION - All abstracts accepted for presentation will be printed in the Journal, **SHOCK**. In addition,

manuscripts may be submitted to the Editor of SHOCK for consideration, following editorial review, for publication in SHOCK. Please submit articles based on original work not previously published and prepare manuscripts according to the instructions published in SHOCK.

AWARDS - ELIGIBILITY: - Pre-doctoral Students: M.D., PhD., D.V.M., D.O., D.D.S., Post-doctoral Trainees with no more than 2 years postdoctoral research training - **FIELD:** - Basic, applied, and clinical research in the area of shock, sepsis, hemorrhage, endotoxin, burn, trauma, and critical illness. **YOU MAY APPLY FOR MORE THAN ONE AWARD CATEGORY, BUT WILL NOT BE CONSIDERED IF YOU DO NOT CHECK APPROPRIATE BOXES AND UPLOAD NECESSARY DOCUMENTATION. The institution of the (first) presenting author will be considered as the “awardee institution”.**

NEW INVESTIGATOR AWARDS: - Five finalists will be selected by the Awards Committee, **Myung Park, PM.D.**, Chair. Finalists will present their work in a ten-minute presentation followed by a five minute discussion on Sunday, June 1, 2024.

Important Note: In order to be considered for the New Investigator Award, applicants must submit a manuscript resulting from their work to SHOCK. The manuscript must be submitted to the journal no later than 2 weeks prior to the annual meeting, accompanied by a cover letter addressed to Dr. Chaudry that indicates the work is original, has not been submitted to another journal, and is from a New Investigator Award nominee. To assist in determining the recipient of the New Investigator Award, the 5 finalists will also submit a complete manuscript of their work to the Chair of the Awards Committee no later than 1 week prior to the competition. The cover letter should include the manuscript number from the SHOCK submission. Each of the five finalists will be recognized with a plaque, a cash award (first place \$650, four other finalists \$350) and a travel grant of \$1000. Submitted manuscripts will undergo an expedited review by the Editor of SHOCK and upon their acceptance will be highlighted in a future issue of the journal.

CHAUDRY INTERNATIONAL AWARD: To be eligible for this award (\$1,500), applicant must be a predoctoral student (MD, PhD, DVM, DO or DDS) or research fellow with no more than 2 years in postdoctoral research training and submit an abstract **from countries outside of the US** to the Shock Society Annual Meeting as the first author. Applicants must check “Chaudry Award”, upload their CV, and provide the name and e-mail address of their advisor at the time of abstract submission.

DIVERSITY ENHANCEMENT AND MEET THE SOCIETY AWARDS: A total of up to **6 travel awards** of up to \$1000 for travel and lodging expenses will be provided to under-represented investigators. Recipients will be selected by the Diversity Committee, **Alicia Mohr, M.D.**, Chair. **You must apply online at the Shock Society website for these awards (www.shocksociety.org, click “Awards” for further information and application instructions.)**

TRAVEL AWARDS: A total of **40 travel awards** of up to \$1000 for travel and lodging expenses will be provided to investigators based on scientific merit and financial need. Selected applicants applying for these awards may also be asked to give a 3-4 minute oral presentation to an audience of their awardee/student peers in the “Oral Presentations by and for New Investigators” session on Sunday, June 1, 2024.

COMPLETING YOUR SUBMISSION: If you have not completed all required sections and details you will not be able to submit. When all required information is entered, the "Submit" button will appear at the bottom "Proof and Submit" page.

SUBMISSION OR MEETING QUESTIONS: If you have questions regarding the submission criteria or questions, please contact the Shock Society Meeting Management at Meetings@ShockSociety.org.

APPENDIX C

INSTRUCTIONS FOR POSTER PRESENTATIONS

Abstracts scheduled for presentation in poster sessions will be grouped by topic, numbered, listed in the program, and published in the abstract book in the usual manner. Your abstract confirmation letter will inform you of the time and place for your poster session.

The poster board is approximately 4 feet (48 in.) high and 8 ft. (96 in.) wide. For the top of your poster, prepare a heading or sign indicating the title, authors, and affiliations. The lettering for this section should not be less than 25mm (1") high.

Posters should be mounted on the assigned board as early as possible before the scheduled poster session (check with the registration desk for the appropriate time for mounting your poster). Posters should be in place for the full session period as scheduled in the program. Mount your poster on the fiberboard by means of pushpins or velcro.

Posters must be removed by presenters immediately following the conclusion of each session.

All illustrations, charts and drawings should be similar to those you would use in making slides, only larger and more heavily drawn. Keep illustrative material simple. Do not mount material on heavy cardboard because it may be difficult to keep in position on the poster board. Printed material should be prepared using large type that is readable from a distance. Keep text brief. Hand-lettered material should be at least 3/8" high; block letters should be shaded where possible. The use of color can add emphasis effectively. The poster should be clear and understandable without oral explanation.

An ABSTRACT of your presentation should be posted. It is useful to have a tablet or sketchpad and a marking pen to use in discussion and further illustration.

ONLY VELCRO and/or PUSH-PINS ARE TO BE USED TO ATTACH POSTERS TO THE POSTER BOARDS!

DO NOT: Use tape of any kind on poster boards (this includes scotch, masking, two-sided tape, etc.)

DO NOT: Use adhesive backed foam strips on poster boards.

DO NOT: Paint, draw or write on poster boards.

ANY DAMAGE TO THE POSTER BOARD WILL RESULT IN THE ASSESSMENT OF A \$25 FEE TO THE FIRST AUTHOR.

APPENDIX D

INSTRUCTIONS FOR ORAL PRESENTATIONS

Abstracts scheduled for presentation in sessions (Plenary/Mini symposia) will be grouped by topic, numbered and listed in the program and published in the abstract book in the usual manner.

Your abstract confirmation email will inform you of the time and place of your presentation. The time allotted for your presentation will be *no more than 10 minutes* with 5 minutes allowed for discussion.

Listed below are some suggestions that have proved helpful at past meetings:

An LCD Projector and computer will be available in your session room. Please inform the Shock Society Meeting Management Office if you require other projection equipment.

Have your presentations loaded by the AV technician at least 30 minutes before the session begins.

Make sure the format of your presentation is simple and uncluttered. A good presentation has a clear purpose and is readily understood - free of nonessential information.

In most instances graphs serve a better purpose than tabular lists of data.

Limit tables to 3 to 4 columns and no more than 5 to 6 rows.

Presentations should be legible, visible and should have sufficient visual contrast, e.g., white/yellow text on medium blue, black on yellow or white. Never use black/blue/deep red letters on a dark background. Typefaces easiest to read are **bolded** Arial or Universal. Limit message to seven lines or less per slide with no more than 7-8 words per line.

Inspecting a presentation close-up for legibility can be misleading, e.g., on a computer monitor. Alternatively, step back from your computer monitor 8-10 ft and read it, then it should be readable even to an audience at the back of most halls.

APPENDIX E

SAMPLE LETTER FOR NONMEMBER INVITED SPEAKER

DATE

NAME

DEPARTMENT

INSTITUTION

ADDRESS

CITY, STATE, ZIP, COUNTRY

Dear NAME:

It is my pleasure on behalf of the Society to welcome your participation in our forthcoming Annual SHOCK meeting in _____, _____. The Society is pleased to be able to provide travel expenses (beyond those covered by the meeting registration), as such assistance is needed. The amount of support that the Society can extend is limited to economy class (preferably super-saver) airfare and hotel accommodations for two nights at the meeting.

Your registration fee, and all it includes (entrance to all science meeting venues, reception on Saturday; dinner Sunday/Tuesday; lunch, Sunday/Tuesday; continental breakfast Sunday/Monday/Tuesday), is also complimentary. I have enclosed a pre-registration form, which notes your complimentary registration status, and I ask that you return the form to the Shock Society Meeting Management Office.

At present the Society also asks you to make your own travel arrangements (air/ground) and provide the receipt for those costs at the end of your stay. Similarly, please make your arrangements using the on-line hotel registration link at www.shocksociety.org.

The Society provides LCD computer projection equipment, but should you require other equipment, please contact the Shock Society Meeting Management at Meetings@ShockSociety.org.

We are delighted that you will join us in _____, and I again express our appreciation to you for accepting the invitation to participate in the _____th Annual Shock Society Meeting.

Sincerely,

Anthony Pusateri, PhD
Chair, Scientific Program Committee

Enclosures: 1. Shock Meeting Brochure
 2. Pre-registration Form

cc: President, Shock Society

MEETINGS NATIONAL MEETINGS

- 1st June 1-3, 1978, Airlie, Virginia
William Schumer, MD, Chair
Abstracts: **Circulatory Shock** 5:2, 183-232, 1978
Papers: Advances in Shock Research, Vols. 1 & 2, 1979, and
Metabolic and Cardiac Alterations in Shock and Trauma.
Circulatory Shock, Supplement 1, 1979
- 2nd June 7-9, 1979, Williamsburg, Virginia
David G. Reynolds, PhD, Chair
Abstracts: **Circulatory Shock** 6:2, 165-198, 1979
Papers: Advances in Shock Research, Vols. 3 & 4, 1980
- 3rd June 11-13, 1980, Lake of the Ozarks, Missouri
Lerner B. Hinshaw, PhD, Chair
Abstracts: **Circulatory Shock** 7:2, 187-223, 1980
Papers: Advances in Shock Research, Vols 5 & 6, 1981
- 4th June 4-6, 1981, Marco Island, Florida
Sherwood M. Reichard, PhD, Chair
Abstracts: **Circulatory Shock** 8:2, 1981
Papers: Advances in Shock Research, Vols. 7 & 8, 1982
- 5th June 9-11, 1982, Smuggler's Notch, Vermont
Robert R. Wolfe, PhD, Chair
Abstracts: **Circulatory Shock** 9:2, 1982
Papers: Advances in Shock Research, Vols. 9 & 10, 1983
- 6th June 6-8, 1983, Grand Teton National Park, Wyoming
Robert W. Phillips, PhD, Chair
Abstracts: **Circulatory Shock** 10:3, 1983
- 7th June 4-6, 1984, Toronto, Canada
Glen A. Taylor, MD, Chair
Abstracts: **Circulatory Shock**, 13:1, 1984
- 8th June 9-12, 1985, Baltimore, Maryland
Daniel L. Traber, PhD, Chair
Abstracts: **Circulatory Shock** 16:1, 1985
- 9th June 8-11, 1986, Scottsdale, Arizona
Gerald S. Moss, MD, Chair
Abstracts: **Circulatory Shock**, 18:4, 1986
- 10th June 7-11, 1987, Montreal, Canada
Robert F. Bond, PhD, Chair
Abstracts: **Circulatory Shock**, 21:4, 1987
- 11th June 5-8, 1988, Lake Geneva, Wisconsin
John C. Passmore, PhD, Chair
Abstracts: **Circulatory Shock**, 24:4, 1988
- 12th June 9-12, 1989, Marco Island, Florida

- Irshad H. Chaudry, PhD, Chair
Abstracts: **Circulatory Shock**, 27:4, 1989
- 13th June 8-11, 1990, Durango, Colorado
H. Richard Adams, DVM, PhD, Chair
Abstracts: **Circulatory Shock**, 31:1, 1990
- 14th June 2-6, 1991, Vienna, Austria
John W. Holaday, PhD, Chair
Abstracts: **Circulatory Shock**, 34:1, 1991
- 15th June 9-11, 1992, Point Clear, Alabama
Donald E. Fry, PhD, Chair
Abstracts: **Circulatory Shock**, 37:1, 1992
- 16th June 9-11, 1993, Santa Fe, New Mexico
James A. Cook, PhD, Chair
Abstracts: **Circulatory Shock**, Suppl 2, 1993
- 17th June 5-8, 1994, Big Sky, Montana
Mitchell P. Fink, MD, Chair
Abstracts: **SHOCK**, 1: Suppl 2, 1994
- 18th June 11-14, 1995, Asheville, North Carolina
Mohammed M. Sayeed, PhD, Chair
Abstracts: **SHOCK**, 3: Suppl 1, 1995
- 19th June 2-5, 1996, Grand Traverse Village, Michigan
James W. Holcroft, MD, Chair
Abstracts: **SHOCK**, 5: Suppl 1, 1996
- 20th June 15-18, 1997, Indian Wells, California
Edwin A. Deitch, MD, Chair
Abstracts: **SHOCK**, 7: Suppl 2, 1997
- 21st June 14-17, 1998, San Antonio, Texas
Mark G. Clemens, PhD, Chair
Abstracts: **SHOCK**, 9: Suppl 1, 1998
- 22nd June 12-16, 1999, Philadelphia, Pennsylvania,
Allan M. Lefer, PhD,
Chair, Abstracts: **SHOCK** Supplement 1, 1999
- 23rd June 3-6, 2000, Snowbird, Utah
H. Gill Cryer, MD, PhD, Chair
Abstracts: **SHOCK** Supplement 2, 2000
- 24th June 9-12, 2001, Marco Island, Florida
Alfred Ayala, PhD, Chair
Abstracts: **SHOCK** Supplement 1, 2001
- 25th June 8-11 2002, Big Sky, Montana
H. Hank Simms, MD, Chair

- Abstracts: **SHOCK** Supplement 1, 2002
- 26th June 7-10, 2003, Phoenix, Arizona
Kathleen H. McDonough, PhD, Chair
Abstracts: **SHOCK** Supplement 1, 2003
- 27th June 5-8, 2004, Halifax, Nova Scotia
Kevin J. Tracey, MD, Chair
Abstracts: **SHOCK** Supplement 2, 2004
- 28th June 4-7 2005, Marco Island, Florida
Basil A. Pruitt, Jr, MD, Chair
Abstracts: **SHOCK** Supplement 3, 2005
- 29th June 3-6, 2006, Broomfield, Colorado
Daniel G. Remick, MD, Chair
Abstracts: **SHOCK** Supplement 1, 2006
- 30th June 9-12, 2007, Baltimore, Maryland
Timothy G. Buchman, MD, PhD, Chair
Abstracts: **SHOCK** Supplement 1, 2007
- 31st June 28 -July 2, 2008, Cologne, Germany
Edmund Neugebauer, PhD, Chair
Abstracts: **SHOCK** Supplement 1, 2008
- 32nd June 6 – 9, 2009, San Antonio, Texas
Ernest E. Moore, MD, Chair
Abstracts: **SHOCK** Supplement 1, 2009
- 33rd June 12-15, 2010, Portland, Oregon
Craig Coopersmith, MD, Chair
Abstracts: **SHOCK** Supplement 1, 2010
- 34th June 11 – 14, 2011, Norfolk, Virginia
Timothy Billiar, MD, Chair
Abstracts: **SHOCK** Supplement 1, 2011
- 35th June 9 – 13, 2012, Miami Beach, Florida
James Lederer, PhD, Chair
Abstracts: **SHOCK** Supplement 2, 2012
- 36th June 1- 4, 2013, San Diego, California
Ping Wang, MD, Chair
Abstracts: **SHOCK** Supplement 2, 2013
- 37th June 7-10, 2014, Charlotte, North Carolina
Michaela West, MD, PhD, Chair
Abstracts: **SHOCK** Supplement 2, 2014
- 38th June 6 - 9, 2015, Denver, Colorado
Edward R. Sherwood, MD, PhD, Chair

Abstracts: **SHOCK** Supplement 1, 2015

39th June 11 - 14, 2016, Austin, Texas
Marc Jeschke, MD, PhD, Chair
Abstracts: **SHOCK** Supplement 1, 2016

40th June 3-6, 2017, Fort Lauderdale, Florida
Clifford S. Deutschman, MD, Chair
Abstracts: **SHOCK** Supplement 1, 2017

41st June 9-12, 2019, Scottsdale, AZ
David Hackam, MD, Chair
Abstracts: **SHOCK** Supplement 1, 2018

42nd June 8 - 11, 2019, Coronado, CA
Laurie Kilpatrick, PhD, Chair
Abstracts: **SHOCK** Supplement 1, 2019

43rd June 6 - 9, 2020*
Philip Efron, MD, Chair
Abstracts: **SHOCK** Supplement 1, 2020

**Some parts provided virtually; however, main meeting cancelled due to COVID19 & the declaration of a US National Emergency; including the closure of the US/Canada International Boarder.*

44th October 11 - 15, 2021, Virtually*
Philip Efron, MD, Chair
Abstracts: **SHOCK** Supplement, 2021
**Due to COVID19 and the Delta Variant*

45th June 4 - 7, 2022, Toronto, Ontario, CAN
Jennifer Kaplan, M.D., MS, Chair

46th June 17 – 20, 2023, Portland, OR
Judith Hellman, M.D., Chair

47th June 1 – 4, 2024, Palm Beach Gardens, FL
Alicia Mohr, M.D., Chair

48th May 31 – June 3, 2025, Boston, MA
Anthony Pusateri, PhD, Chair

INTERNATIONAL CONGRESS

- 1st June 7-11, 1987, Montreal, Canada
Robert F. Bond, PhD, Chair
Abstracts: Circulatory Shock, 21:4, 1987
- 2nd June 2-6, 1991, Vienna, Austria
Gunther Schlag, MD, Chair
Abstracts: Circulatory Shock, 34:1, 1991
- 3rd October 21-23, 1995, Act City Hamamatsu, Japan
Kazuo Okada, MD, PhD, Chair
Abstracts: SHOCK, 4: Suppl 1, 1995
- 4th June 12-16, 1999, Philadelphia, Pennsylvania
Allan M. Lefer, PhD, Chair
Abstracts: SHOCK, 1: 1999
- 5th September 7-10, 2003, Rio de Janeiro, Brazil
Mauricio Rocha-e-Silva, M.D., PhD, Chair
- 6th June 28-July 2, 2008, Cologne, Germany
Edmund A.M. Neugebauer, MD, Chair
- 7th June 9 – 13, 2012, Miami Beach, FL
James Lederer, PhD, Chair
- 8th October 3-5, 2016, Tokyo, Japan
Hiroyuki Hirasawa, MD, PhD, Chair
- 9th , 2019, Greece
, Chair

INTERNATIONAL SYMPOSIA

July 10-24, 1980, Budapest, Hungary
Co-sponsors: Shock Society and International Congress of
Physiology. Arisztid G. B. Kovach, John J. Spitzer, and H. B. Stoner, Chairs.
Papers: Advances in Physiological Sciences, Vol. 26,
Homeostasis in Injury and Shock, Pergamon Press, 1981

September 5-8, 1984, Manchester, England
"The Scientific Basis of the Care of the Critically
Ill", M. H. Irving and R. A. Little, Chairs
Partially supported by the Shock Society.