

## Special Interest Group On Gut Microbiota & Modifications

Version dated 30 January 2019

### TERMS OF REFERENCE

Name of group	<b>Special Interest Group (SIG) on Gut Microbiota &amp; Modifications</b>
<b>Purpose / role of the group</b>	<p>The specific objectives of this SIG are:</p> <ul style="list-style-type: none"><li>• To create an international network among professionals interested and involved in gut microbiota &amp; modifications research.</li><li>• To write position statements or clinical guidelines alone or in collaboration with other ESPGHAN groups or organizations on issues related to gut microbiota &amp; modifications.</li><li>• To carry out collaborative basic and clinical research related to gut microbiota &amp; modifications.</li><li>• To deliver educational sessions on gut microbiota &amp; modifications.</li></ul>
<b>Membership and officials</b>	<p>All ESPGHAN members with a proven interest in Gut Microbiota &amp; Modifications, confirmed by a short CV sent to the SIG Secretary, may apply to become a Member of the SIG. New members are approved at the annual SIG meeting during the ESPGHAN Annual meeting.</p> <p>Members are invited to attend open meetings and to propose working groups and/or research projects to the SIG Steering Committee. They can be invited to collaborate in ongoing or new activities.</p> <p>The Chair, Secretary and Steering Committee members are elected by the members at the annual SIG meeting. The Chair and Secretary are elected for a term of 3 years, with potential re-election for a second term of 3 years.</p> <p><b>Current Chair:</b> from June 2019: Prof. Yvan Vandenplas (elected during ESPGHAN Annual Meeting in Galsgow)</p> <p><b>Secretary:</b> From June 2019: Dr Flavia Indrio (elected during ESPGHAN Annual Meeting in Galsgow)</p> <p><b>Steering Committee Members:</b> Magnus Domellof Alfredo Guarino Sanja Kolacek Alexis Mosca Chris van den Akker Hania Szajewska Hans Vangoudoever Iva Hojsak Orel Orel Pedro Gutierrez Raanan Shamir Roberto Berni Canani Silvia Salvatore Walter Mihatsch Zvi Weizman</p>

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<b>Working methods</b>	<ul style="list-style-type: none"><li>• The SIG will facilitate ongoing discussions on topics of interest to ESPGHAN members, without necessarily resulting in concrete deliverables. There is no limited time frame for the SIG; it can remain in existence as long as there is a need for it.</li><li>• Within the SIG, Working Groups/Task Forces can be convened. These Working Groups/Task Forces will run for a limited period of time (usually for a maximum of 3 years) and result in publishable documents on their subjects.</li></ul>
<b>Meetings</b>	<ul style="list-style-type: none"><li>• The SIG will meet regularly during the ESPGHAN Annual Meeting.</li><li>• The SIG meeting during the ESPGHAN Annual Meeting will be organized by the Steering Committee, which will agree on the agenda.</li><li>• The SIG meeting will be chaired by the SIG chair.</li><li>• Meeting agendas and minutes will be provided by the SIG Secretary.</li><li>• Decisions will be made by consensus (i.e., members are satisfied with the decision even though it may not be their first choice).</li><li>• In the meantime, the SIG will accomplish all of their work virtually.</li><li>• If needed, the Steering Committee may decide to organize a physical meeting.</li><li>• If required, additional WG/Task Force meetings will be arranged outside of these times at a time convenient to subgroup members.</li></ul>
<b>Outputs</b>	<ul style="list-style-type: none"><li>• There is no fixed end product for the SIG. The outcome of the work depends on the topic and aims of the group. The results can be anything from blogs and network campaigns to recommendations to full publications submitted to scientific journals in line with ESPGHAN regulations.</li></ul>
<b>Dissemination</b>	<ul style="list-style-type: none"><li>• Members of the SIG (as well as the Working Groups/Task Forces) are encouraged to disseminate and promote their work and outcomes through blogs, circulations to relevant stakeholders and communities, Twitter campaigns, etc. They are also to keep their page on the ESPGHAN website updated.</li></ul>
<b>Reporting</b>	<ul style="list-style-type: none"><li>• The SIG reports their activities annually to the Committee on Nutrition and the Chair of the CoN reports the SIG activities to the ESPGHAN Council.</li></ul>
<b>Budget</b>	<ul style="list-style-type: none"><li>• An annual budget will be allocated by the CoN upon presenting an annual action plan.</li></ul>