**ISoP Technology Committee Charter\***

# Purpose and Goals

# Purpose: Please provide a brief description. This should be defined and agreed upon by members of the Committee (i.e., Leadership Team and Committee volunteers).

# The ISoP Technology Committee supports the goals of the ISoP 5 year strategic plan through identification, highlight and support of the Pharmacometrics discipline specific tools, methodology, infrastructure, environments and technology training that enable the delivery of model informed drug discovery and development and quantitative systems pharmacology

# Goals: Please provide in bullet point format the goals of the committee. These goals should be defined and agreed upon by all members of the Committee (i.e Leadership Team and Committee Volunteers).

* 1. Develop and publish Technology Environment/Infrastructure Best Practices Paper
  2. Finalize the previous ISoP Tools Survey and communicate results and call to actions from it?
  3. XXX refresh the ISoP Tools Survey on set periodic basis to ensure consistent understanding of member interests and concerns and needs
  4. Platform for open source software/environments support (longer term)

1. **Roles and Responsibilities**
2. **Committee Chair** [**(Link)**](C://Users/Sihem/AppData/Local/Temp/MicrosoftEdgeDownloads/72d28696-aeb6-4b46-a6e9-2706414fb96b/Committee_Chair.pdf)
   * Brief description of the Chair’s role. This may be specific to each committee; please list here only deviations from the Roles & Responsibilities document.
3. **Committee Chair-Elect** [**(Link)**](https://doc-00-0o-prod-03-apps-viewer.googleusercontent.com/viewer2/prod-03/pdf/f55kjrniac3htr8iasqb0jj55md0jlir/vqknh4o8qr6ealais8tqrahe1ufos6of/1655432925000/3/109995699181934163386/APznzaZ7drA2-Q42AaUONRJTM15tNl67VfaG1WEX-mC9Bs_7YAzDvpXDJWMDx2d0eGQm-jjqP6MNjM6T9fDnRoYWbdSrnrqUWRoMAS7CebekGtp96oJ2FIlhzWIcQTGGktwjSStrUdhDs3jEPqXiUDjB-ZHnL2_vHOmhnt40AckVF-hSklviYeDAvtFtwM7nVP-pKlhKrjzdMf7bvTFqPXqR0__isghwUPV6eqMUZmslqrN1kP1iYgavFH63qffo_sW39uN6dFKaSK3zejNsznvkY2nJlmE1DrUGy6idA4p9I6M8eC8t68-Te_nk29n5v1c2eOYeoKN491YxQv_UqYZjZuPjHuRk7rS9TJxZP-C-OceE8F0l_VI1sGG4B_rcnAJjtMNgANBL?authuser=0&nonce=66dlsu71pu0hi&user=109995699181934163386&hash=3d9l30relv37avgfso59qee0ggokqime)
   * Brief description of the Chair-Elect’s role. This may be specific to each committee; please list here only deviations from the Roles & Responsibilities document.
4. **Committee Members** [**(Link)**](C://Users/Sihem/AppData/Local/Temp/MicrosoftEdgeDownloads/74ab805f-88dd-4d2c-818d-2cc80b64aae2/Committee_Members.pdf)
   * Brief description of the committee members role. This may be specific to each committee; please list here only deviations from the Roles & Responsibilities document.
5. **Board Liaison** [**(Link)**](C://Users/Sihem/AppData/Local/Temp/MicrosoftEdgeDownloads/0bb113f1-56df-4be1-8c2d-2f1cc08afccd/Board_of_Liaison.pdf)
6. **Structure**
   * + Please provide a brief description of the Committee structure (i.e working groups, sub-committees, leadership for each, members for each, terms for members … etc).
     + Graphical representations are desired
7. **High Level Project Plan**

|  |  |  |
| --- | --- | --- |
| **Steps / Milestones** | **Timeline** | |
| Month | Year |
| Xxxxx | Xxxxx | Xxxxx |
| Xxxxx | Xxxxx | Xxxxx |
| Xxxxx | Xxxxx | Xxxxx |

Note: Please add as many rows as needed.

1. **Key Stakeholders and Dependencies**
   1. Xxxx
   2. Xxxx
   3. Xxxx
   4. …..
2. **Resources requested For This Year:** In this section the committee may request an approximate annual budget needed for some of its activities during the year. A budget justification must be provided.
3. **Inventory of official Committee communication channels:** In this section the committee lists all document repositories and communications channels that have been used to communicate with their Committee members or ISoP membership. This includes but not limited to: ISoP Google Drive, non-ISoP document repository (e.g., DropBox, Google Drive, etc.), github, official ISoP email addresses, unofficial email addresses (e.g., gmail), Linked In account, YouTube Channel, websites, …etc.
4. **Submitted by:**

**[insert name], Chair**

**[insert name], Board Liaison**

1. **Reviewed and approved by:**

**[insert name], Secretary**

**[insert name], President**

**\*Blue text remains unchanged. It is reserved to ISoP administration**