

## AbstractID: 8806 Title: Committee and Task Group capabilities at AAPM.ORG

### Committee and/or Task Group capabilities

The American Association of Physicists in Medicine has 131 Committees, Subcommittees and Task Groups composed of 628 volunteers and staff members working to advance scientific, educational, professional and administrative issues related to Medical Physics. The AAPM.ORG website is instrumental in the dissemination of information to committee members and non-members alike, the AAPM Committee Tree offer a graphical view of the hierarchy of the AAPM committee structure at each of the five levels, Board, Council, Committee, Sub-Committee and Task Group, Email Aliases are built for each committee and include all committee members with an email address on file, and a Content Management System is available for committee members to publish their work both internally and externally, and finally, a tool called PEAT that enables the committee roster to be built.

### AAPM.ORG

The AAPM website can be used as the hub of committee communication. Web and email services are available to each committee who may also make web information to sister committees or the public.

### Committee Tree

The Committee Tree is the starting point for AAPM Members looking for information about how committees fit into the AAPM committee structure. It provides current and future committee rosters, email addresses, links to the committee's website and the charge of each committee.

### Email Aliasing

Every committee at AAPM has a unique email address that reaches all members that have an email address. Committee members and AAPM Members may use this email address to ensure that everyone with email access on the committee is included in email correspondence. This email address is pre-pended with the current year and a period in an effort to thwart would be spammers.

### Content Management

AAPM provides all committees with web space and a content management tool that allows the committee members to create a website dedicated to the charge of the committee without a great knowledge of HTML or WWW technologies. Articles published through the system can be secured for committee eyes only, a mix of different committees, AAPM Members only, or completely public.

### PEAT (the President-Elect Appointment Tool)

PEAT is the tool used by the President-Elect to appoint volunteers and other individuals to standing committees. The President-Elect may also add members to other committees as requested by the committee chair. This tool allows the President-Elect to interactively build the roster for the next year and eliminate errors that were common when this information was relayed via paper and re-keyed at HQ.

### Educational Objectives:

1. To inform Medical Physicists about the way Medical Physicists are doing work through AAPM.
2. To instruct AAPM Committee Members in the use of tools available to them via the AAPM website.