

**AMENDED AND RESTATED BYLAWS**  
**OF**  
**THE ACADEMIC MEDICAL CENTER OPTOMETRISTS**  
**SPECIAL INTEREST GROUP**  
**FOR**  
**THE AMERICAN ACADEMY OF OPTOMETRY**

Adopted as of October 26, 2022

**ARTICLE I. NAME AND PURPOSE**

**Section 1. Name**

This Special Interest Group will be known as the Academic Medical Center Optometrists Special Interest Group (referred to hereafter as “the Special Interest Group” or “SIG”). This group is a community within the American Academy of Optometry (referred to hereafter as “the Academy”).

**Section 2. Purpose**

The purposes of the Academic Medical Center Optometrists Special Interest Group will be to:

- Serve as the Academy’s primary resource for education, research, and advocacy regarding optometric care in academic medical centers, such as teaching hospitals affiliated with schools of medicine or departments of ophthalmology at universities or colleges, and to advise the Academy on policy in these areas.
- Promote, advance, and enhance the identity of optometry in multidisciplinary healthcare networks.
- Encourage inquiry and research in optometric care and serve as a resource for optometrists who practice at academic medical centers.

**Section 3. Mission Statement**

As providers of optometry in academic medical centers, practicing with the highest standards expected by our communities, we come together in a spirit of collegiality to offer support for one another, serve as a resource for those within and outside the profession, and provide a bridge for common interests between all providers of health care for the greater good of the patients we serve. We are committed to promoting diversity, equity, and inclusion.

## **ARTICLE II. MEMBERSHIP**

Any member of the American Academy of Optometry may become a member of the Special Interest Group by participating in SIG activities, attending SIG meetings, and by paying any dues required by the Academy. A minimum of 25 Fellows, verified every six years, is required to form and maintain a Special Interest Group.

## **ARTICLE III. OFFICERS**

### **Section 1. The Board**

- The officers of this Special Interest Group will be a Chair, Vice-Chair, Communications Chair, Membership Chair, and Immediate Past Chair.
- These officers will constitute the Special Interest Group Executive Committee, herein referred to as the “Board.”

### **Section 2. Elections**

- Only Fellows of the Academy and those affiliated with an academic medical center may run for elected office in the Special Interest Group.
- Elections will be held on even-numbered years by the Special Interest Group members at the Annual Business Meeting of the SIG.
- On even-numbered years, the Chair will step down and fill the Immediate Past Chair’s position. The Vice-Chair will become the new Chair, the Communications Chair will assume the Vice-Chair, and the Membership Chair will assume the Communications Chair. These positions will roll-over at the SIG business dinner meeting on the even-numbered year.
- A relative majority of the votes cast for the office will be required for election to that office.
- In the event of a tie, the Board will convene and decide which candidate to elect.

### **Section 3. Terms**

- All terms of office herein specified will begin at the close of each even-numbered year’s Annual Meeting of the Academy (at which the election takes place).
- The Membership Chair will be the first position of a newly elected officer and may assume into the next successive chair position every two years, as prescribed in Article III, Section 2.
- In the event that an officer cannot fulfill the requirements to remain on the Board, the officer shall resign and an election will be held for that position at the business dinner of the same year.

- An officer may be removed from office for misconduct, intentional neglect, or failure to fulfill their duties on the Board.

## **ARTICLE IV. DUTIES OF OFFICERS**

### **Section 1. Chair**

- This Fellow of the Academy will fill this two-year position after serving as Vice-Chair.
- The responsibilities of the Chair are to:
  - Coordinate with the Board to help with the organization and implementation of the (future) SIG symposium.
  - Work with the Board to raise funds from sponsors for SIG activities, in consultation with the Academy Executive Director.
  - Present and execute the agenda at the business meeting.
  - Submit and approve an annual budget for the SIG to the Executive Director of the Academy.
  - Promote the growth, vision, and direction of the SIG as set by the Board.

### **Section 2. Vice-Chair**

- This Fellow of the Academy will fill this two-year position after serving as the Communications Chair.
- The responsibilities of the Vice-Chair are to:
  - Organize and implement the annual SIG symposium in consultation with the SIG Board.
  - Work with the Chair to raise funds from sponsors to supplement the activities of the SIG.
  - Support or fulfill the duties of the Chair if he/she is unable to do so.

### **Section 3. Immediate Past-Chair**

- This Fellow of the Academy will fill this two-year position after completing a term as Chair.
- The responsibilities of the Immediate Past-Chair are:
  - To serve at the discretion of the Board.
  - To serve as Board liaison and to lead the Advisory Council of the SIG.

### **Section 4. Communications Chair**

- This Fellow of the Academy will fill this two-year position after serving as Membership Chair.
- The responsibilities of the Communications Chair are to:

- Complete the annual SIG poster for presentation at the annual Academy meeting.
- Conduct surveys, research, and membership communication.
- Help the Membership Chair in maintaining a current list of SIG members and inviting members to SIG programs and events such as the symposium and business dinner.

#### Section 5. Membership Chair

- This Fellow of the Academy will be elected to this first two-year term on the Board.
- The responsibilities of the Membership Chair are to:
  - Coordinate and plan the annual business dinner.
  - Coordinate with the Academy Executive Director and any sponsor(s) to secure payment for the dinner venue.
  - Maintain a current list of SIG members.
  - Encourage members to participate in SIG activities such as the dinner meeting.

### **ARTICLE V. ADVISORY COUNCIL**

#### Section 1. Mission

- The purpose of the Advisory Council is to create ad hoc task forces that support the mission of the SIG and helps implement SIG initiatives under the strategic vision of the Board.

#### Section 2. Terms

- This Council is formed at the discretion of the Board.
- The number of members in the council may vary, are appointed by the Board, and shall not exceed 12.
- The Board will appoint a Council liaison, who may be invited to attend Board meetings.
- The role of the Council is advisory only, without any deciding or voting power on the Board.
- Members of the Council can serve any number of years, depending on their delegated duties.
- Inclusion to the Council is voluntary and may be revoked or resigned at any time, at the discretion of the Board.