

Approved May 19, 2014



CHARTER
OF THE
AMERICAN BOARD OF VETERINARY OPHTHALMOLOGY

(Approved, May 19, 2014)

Applicable ACVO Bylaws Provisions:

American Board of Veterinary Ophthalmology. *The American Board of Veterinary Ophthalmology (“ABVO”) consists of a Chairman and at least three (3) additional Voting Members of ACVO, none of whom is a current Regent or Officer. The Board of Regents has delegated to the ABVO all responsibility for the academic accreditation and professional certification activities of ACVO, with no recourse or appeal to the Board of Regents. The ABVO has exclusive responsibility for establishing appropriate Residency Training Program requirements in veterinary ophthalmology, for reviewing the quality and effectiveness of training and education at those Programs, for monitoring candidates’ progress during residencies, and for certifying completion by candidates of their respective Residency Programs, and for continuing or suspending ABVO accreditation of those Programs. The ABVO also has exclusive responsibility for developing and administering to candidates for Diplomate status, whether ACVO Members or otherwise, knowledge-based certification examinations in veterinary ophthalmology. The ABVO determines certification qualifications, requirements or criteria; test construction, validation, and administration, or other methods approved by the Board; continuing certification and maintenance of certification criteria and requirements; and appeals from certification decisions. In fulfilling its accreditation and certification responsibilities, the ABVO will use appropriate consensus-building communications and procedures within the field of veterinary ophthalmology, and in other fields affected by or related to veterinary ophthalmology, in the discretion of the ABVO. The ABVO has a separate Charter and procedures not subject to ACVO Voting Member or Board of Regents approval.*

ARTICLE I – Name

The name of the entity created and governed by this Charter is the American Board of Veterinary Ophthalmology (“ABVO”).

ARTICLE II – Organization

The ABVO is an unincorporated program established within the American College of Veterinary Ophthalmologists, Inc. (“ACVO”), an Illinois nonprofit corporation exempt from federal income tax under Section 501(c)(6) of the Internal Revenue Code.

ARTICLE III – Purpose and Activities

The purpose of the ABVO is to promote the advancement of veterinary ophthalmology through accreditation and monitoring of Residency Training Programs (“Programs”) in veterinary ophthalmology, approval and monitoring of the credentials of veterinarians between selection into and completion of a Program (“Provisional Residents” and “Residents”), and of candidates for certification (“Candidates”); and the examination, certification, and maintenance of certification of individual veterinarians in the specialty practice of veterinary ophthalmology.

In furtherance of those purposes, the ABVO is responsible for:

- Establishing appropriate Program requirements in veterinary ophthalmology, for reviewing the quality and effectiveness of training and education in those Programs, monitoring Provisional Residents’ and Residents’ progress during Programs, certifying completion by Residents of their respective Programs, and for continuing or suspending ABVO accreditation of those Programs, Provisional Residents, Residents, or Candidates; and
- Developing and administering to candidates for Diplomate status, whether ACVO Members or otherwise, knowledge- and skill-based certification examinations in veterinary ophthalmology, including responsibility for determining certification qualifications, requirements or criteria; test construction, validation, and administration; maintenance of certification criteria and requirements.
- Arbitrating all appeals arising from decisions regarding the above responsibilities.

ARTICLE IV – Composition

The ABVO is composed of a Chairman, a Public Member, and three (3) additional Board members elected from among the Voting Members of ACVO by the ACVO Voting Membership. The Chairman and the Public Member shall be appointed by the ABVO. Any member of the Board except the Public Member may serve as Chairman. Elections and appointments shall take place annually, and terms of office shall be a two or three-year term for the Chairman and staggered three-year terms for the other ABVO Board members. Board members may serve no more than 2 consecutive terms. None of the ABVO Board members shall serve concurrently on the Board of Regents, as an Officer of ACVO, or as members of ABVO Committees. The ABVO Board or a duly appointed committee shall serve as the appeals committee for any adverse decisions made by any of its committees.

A Board member may resign at any time by providing written notice to the Board of Regents of ACVO. An ABVO Board member may be removed, for cause, by a majority affirmative vote of ABVO Board members at a meeting where a quorum is present.

ARTICLE V – Autonomy and Authority

The ABVO has been granted autonomy by ACVO with respect to all accreditation, credentialing, and certification criteria, decisions, procedures, appeals and other activities related to the purposes outlined in Article III. The ABVO has authority, responsibility, and accountability to develop, establish, approve, and enforce policies and procedures necessary to implement the goals and requirements of this Charter.

ARTICLE VI – Meetings

Section 1. The ABVO meets at whatever times and places are determined by the Chairman, who also determines the agenda for each meeting. Notice of meetings of the ABVO are given either orally, or by U.S. Postal mail or email, to each ABVO Board member, at least three days before the date of a meeting. At the discretion of the Chairman, Board members may participate in a meeting by means of conference telephone or similar communication equipment.

Section 2. At any meeting of the ABVO, a quorum for the transaction of any business consists of a majority of the ABVO Board members. At any meeting at which a quorum is present, a majority of the Board members present shall decide any item of business. The Chairman and Public Member are counted both for quorum and voting purposes.

Section 3. Any action that may be taken at a meeting of the ABVO may be taken without a meeting if consent in writing, setting forth the action taken, is signed by a majority of the Board members. This consent in writing shall have the same force and effect as a vote of the ABVO Board. Writing will include electronic transmissions.

ARTICLE VII – Committees and Procedures

The ABVO will establish separate committees to supervise, administer and enforce credentialing, residency and examination functions of the ABVO, with those committees consisting of ACVO Diplomates. Each committee will develop and recommend procedures for its area of responsibility and activity, which are subject to amendment, adoption and approval by the Board.

ARTICLE VIII – Administration

Section 1. This Charter may be amended as necessary by the ABVO, subject to the approval of the Board of Regents of ACVO.

Section 2. The ABVO Chairman provides annual written reports to the Board of Regents of ACVO on the ABVO's accreditation and certification activities.

Section 3. The fiscal year for the ABVO is the same as that of ACVO.

Section 4. All assets of the ABVO, whether monetary, intellectual property, or other, are the sole and exclusive property of ACVO.

Section 5. The ABVO shall prepare a budget annually and submit it to the Board of Regents of ACVO for approval.

This Charter was adopted by the Board of Regents of the ACVO and became effective as of _____.

APPROVED: American College of Veterinary Ophthalmologists, Inc.

By:
President

Attest:
Secretary-Treasurer