

Approved, November 2, 2018



CHARTER
OF THE

AMERICAN BOARD OF VETERINARY OPHTHALMOLOGY

(Approved, November 2, 2018)

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 in veterinary ophthalmology (“Programs”), approval and monitoring of the credentials of veterinarians between selection into and completion of a Program (“Provisional Residents” and “Residents”), and of applicants and candidates for the certification examination (“Examination Applicants” and “Examination Candidates”), as well as the examination, certification, and maintenance of certification of individual veterinarians in the specialty practice of veterinary ophthalmology.

In furtherance of those purposes, the ABVO has exclusive responsibility for:

- Establishing appropriate requirements for Residency Training Programs in veterinary ophthalmology, and for reviewing the quality and effectiveness of training and education in those Programs, approving Provisional Residents and monitoring 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, Examination Applicants, or Examination Candidates
- Developing and administering to Examination Candidates, knowledge- and skill-based certification examinations in veterinary ophthalmology. This shall include

determination of certification qualifications, requirements, and criteria; test construction, validation, and administration

- Developing and administering criteria and requirements for maintenance of certification of those who have achieved Diplomate status.
- Arbitrating all appeals arising from decisions regarding the above responsibilities.

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, at the discretion of the ABVO. Proposals that result in major changes to the processes of the ABVO will be subject to a period of non-binding stakeholder comment of at least 3 months, after which the ABVO may vote to accept or reject the proposal.

ARTICLE IV – Composition

The ABVO Board (“the Board”) is composed of four (4) ACVO Diplomates elected by the Diplomates of the ACVO, and a Public Member appointed by the ABVO Board. The Board shall appoint their Chair. Any member of the Board except the Public Member may serve as Chair. Elections and appointments shall take place annually, and terms of office shall be one to two years for the Chair and staggered four-year terms for the other ABVO Board members. Board members may serve no more than two consecutive terms. None of the ABVO Board members shall serve concurrently on the ACVO Board of Regents, as an Officer of the ACVO, or as members of ABVO Committees. A Board member may resign at any time by providing written notice to the remainder of the ABVO Board. 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 or by a 2/3 majority vote of all ACVO Diplomates.

ARTICLE V – Autonomy and Authority

The ABVO has been granted autonomy by the ACVO with respect to all accreditation, credentialing, certification, and maintenance of certification criteria, decisions, procedures, appeals and other activities related to the purpose and activities 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 Board meets at whatever times and places are determined by the Chair, who also determines the agenda for each meeting. Notice of meetings of the ABVO Board 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 Chair, Board members may participate in a meeting by means of telephone or similar communication equipment.

Section 2. At any meeting of the ABVO Board, 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 Chair 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 Board 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 Board will establish separate Committees to supervise, administer and enforce credentialing, residency, examination, and maintenance of certification functions of the ABVO, with those Committees consisting of ACVO Diplomates. The ABVO Board will establish a standing Appeals Committee to investigate, upon request, adverse decisions made by any ABVO Committee. The Appeals Committee shall consist of ACVO Diplomates plus a Public Member. Each Committee will develop and maintain policies and procedures for its area of responsibility and activity, which are subject to amendment, adoption, and approval by the ABVO Board.

ARTICLE VIII – Administration

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

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

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

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

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

This Charter was adopted by the ACVO Board of Regents and became effective as of November 2, 2018.

APPROVED: American College of Veterinary Ophthalmologists, Inc.

By: President, Dr. Stacy Andrew



Attest:
Secretary-Treasurer, Dr. Alexandra van der Woerd