

**AMERICAN OSTEOPATHIC ACADEMY OF SPORTS MEDICINE
BYLAWS
October 2002**

Article I: Name and Location

Section 1. The name of this organization shall be the American Osteopathic Academy of Sports Medicine.

Section 2. The American Osteopathic Academy of Sports Medicine shall be incorporated as a nonprofit corporation.

Section 3. The headquarters of the American Osteopathic Academy of Sports Medicine shall be located at the specific order of the Board.

Article II: Mission Statement

The American Osteopathic Academy of Sports Medicine is dedicated to the art and science of sports medicine, emphasizing osteopathic principles in the practice of comprehensive health care.

Article III: Definition

Section 1. Sports medicine is that branch of the healing arts profession that utilizes an holistic, comprehensive approach to the prevention, diagnosis, and management of sport and exercise-related injuries, disorders, dysfunctions and exercise-related disease processes.

Section 2. The Osteopathic Sports Medicine Physician's practice shall include:

- a) Providing comprehensive medical management of the athlete across a broad scope of specializations
- b) Recognizing the importance of utilizing special manual medicine skills in the diagnosis, treatment and prevention of neuromusculo-skeletal injuries, disorders, dysfunctions and diseases.
- c) Understanding the principles of performance enhancers, coaching techniques, training methods and sport specific rules and regulations.
- d) Understanding the science of injury prevention and recognition, advanced rehabilitation techniques and epidemiology.
- e) Applying and promoting wellness concepts to the general public.

f) Directing the application of sports science in improving the health care of athletes, the general public and those with special needs.

Section 3. The term athlete refers to an individual who is engaged in sport, exercise or physical activity at the recreational, industrial, competitive, professional or elite level.

Article IV: Goals

Section 1. The goals of the AOASM shall be as follows:

a) To be the leader in promoting and advancing the specialty of osteopathic sports medicine and to maintain, support and encourage high standards of learning and ethics in the pursuit and practice of that specialty.

b) To maintain an active liaison with the American Osteopathic Association.

c) To sponsor, promote, and encourage educational programs and the publication of scholarly works either in the form of books, periodicals or selected articles dealing with the subject of sports medicine.

d) To assume primary responsibility for the development of continuing educational programs which help prepare osteopathic physicians for the examination leading to Certification in Sports Medicine.

e) To sponsor, promote and encourage research and study in the art and practice of osteopathic sports medicine for the purpose of benefiting mankind, and advancing the learning and understanding of the profession.

f) To advance the knowledge and understanding of sports medicine and to encourage and instruct osteopathic physicians and surgeons with a dedicated interest in sports medicine and the structural relationship to health and disease.

g) To cooperate and coordinate the functions of this organization with the American Osteopathic Association and its divisional societies in all matters determined to be in the best interest of the profession.

h) To facilitate and promote osteopathic sports medicine fellowship/residency programs.

Article V: Membership and Dues

Section 1. Membership in the Academy shall be of several classes as deemed appropriate by the Board of Directors. Classes shall include: Honorary, Physician, Associate, Affiliate, Life, Student, Intern and Resident and shall have the following qualifications.

Honorary: Honorary membership may be granted by a two-thirds vote of the Board of Directors to any person considered qualified by the Board of Directors for noteworthy

and outstanding service to the general science of osteopathic medicine and the specialty of sports medicine. Such Honorary membership may be granted to persons who are not licensed osteopathic physicians and surgeons, but who have through their endeavors, made substantial and noteworthy contributions to the advancement of osteopathic medicine and the specialty of sports medicine. Honorary members shall have no voting privileges.

Physician: Physician membership may be conferred upon those applicants who are duly qualified, active and practicing osteopathic physicians. The applicant shall be a member of the American Osteopathic Association. Failure to maintain such membership shall result in termination of membership in the Academy.

In addition to the above, each applicant eligible for physician membership in the American Osteopathic Academy of Sports Medicine shall meet the following minimum requirements:

- a) He/She shall have graduated from an accredited College of Osteopathic Medicine.
- b) He/She shall be, and shall continue to be recognized in his/her community and by his/her patients as an osteopathic physician who is interested in the practice of sports medicine, and shall make known his/her osteopathic affiliation in an ethical manner.
- c) He/She shall have completed AOA-approved post-doctoral training or ACGME-approved postdoctoral training.

Affiliate: Affiliate membership is conferred upon those applicants who are involved in sports medicine but do not have a degree in osteopathic medicine. Affiliate membership includes those with Ph.D., P.A., A.T., and P.T. degrees. Affiliate members shall have no voting rights.

Associate: Associate membership is conferred upon physician applicants (D.O., M.D.) who are not members of the AOA and are involved in sports medicine. Associate members shall have no voting rights.

Life: Life membership may be granted to any member who is 65 years old or older and maintained 10 years consecutive membership and is retired from practice. Life members are not required to pay dues and will receive a 50% discount on the Clinical Conference. These individuals cannot hold office and cannot vote. Life members may receive the journal at cost.

Student: Student membership is granted to applicants who are currently enrolled in an accredited college of osteopathic medicine. Student members shall have no voting rights.

Intern: Intern membership is granted to applicants who are currently participating in an AOA approved internship program. Intern members shall have no voting rights.

Resident: Resident membership is granted to applicants who are currently participating in an AOA approved residency or AOA approved sports medicine fellowship training program. Resident members shall have no voting rights.

Section 2. The membership year shall be annual. Upon admission to membership, the member shall be issued a letter by the Secretary indicating his/her acceptance.

Section 3. Members who fail to pay membership dues shall be placed on the inactive membership list.

Section 4. Complaints and Charges. Any member who has a complaint or charge filed against him/her shall have full and complete opportunity to be heard and to answer the complaint or charge filed against him/her. After a member has been granted such an opportunity to be heard, the Board of Directors may by two-thirds majority vote revoke or suspend membership, or place upon probation for a period not exceeding three years, or censure a member, as the Board shall, in its judgement, deem to be in the best interest of the Academy. The Code of Ethics of the American Osteopathic Association shall be the code of this Academy.

Any member against whom action has been taken with respect to an alleged breach of the code of ethics shall have the right to appeal for a review of the record of such action by the Board of Trustees of the American Osteopathic Association.

Section 5. Dues. The dues of the various classes of membership shall be determined from time to time by the Board of Directors.

Article VI: Officers and Board Members

Section 1. Board of Directors: Only Physician members of the Academy may become members of the Board of Directors. The Board shall consist of twenty-two (22) members as follows: President, President-Elect, Secretary/Treasurer, Immediate Past President, two Vice Presidents, fifteen (15) Board Members in three classes of five members in each class, and the AOASM Senior Editor of the Clinical Journal of Sport Medicine as an ex-officio nonvoting member.

Section 2. Duties and Powers. The corporate powers, property and affairs of the Academy, subject to its Articles of Incorporation, shall be exercised, conducted and controlled by the Board of Directors, who shall create and direct such committees as may be necessary for the proper conduct of the Academy. The Board shall set fees, dues and assessments of members. It shall adopt rules and regulations, set standards and qualifications for membership and determine membership privileges and obligations, and may hold hearings on membership status as defined under Article V, Section 4. The Board will also have the power to receive gifts and donations to the Academy.

Section 3. Terms of Office. The Officers shall be elected annually by the Board of Directors. Nominated Directors shall be voted on, and elected annually by the Membership. Officers shall be elected for a term of one year. Each Director shall hold office for a period of three years.

Section 4. Election of Officers and Board Members. After receiving the report of the Nominating Committee, the Board of Directors shall prepare an annual slate of Directors each year for election by the membership.

Section 5. Vacancies. Whenever a vacancy occurs in any of office by virtue of death, resignation or removal, the President, upon approval of a majority of the Board, shall appoint a member to fill the vacancy until the next meeting of the Board of Directors.

Section 6. Term of Office for Officers. The term of office of all Officers shall be one year or until their respective successors are chosen, but any Officer may be removed from office at any meeting of the Board of Directors by a 2/3 majority of the Directors, when, in their judgment, the best interest of the Academy will be so served. The Board of Directors shall have the power to fill any vacancy of any office, which occurs, for whatever reason. Nothing herein shall be construed to prevent the reelection of any Officer.

Section 7. President. The President shall exercise general supervision over the affairs of the Academy and shall preside over all meetings of the members. The President shall be elected for one year and shall hold office as a member of the Board for one year subsequent to his/her term as President. It is the intent that there shall always be at least one Past President who is a member of the Executive Committee and Board of Directors.

Section 8. President-Elect. The President-Elect shall, in the absence or disability of the President, perform the duties and exercise the powers of the President and shall perform such other duties as shall be delegated by the President, or prescribed by the Board of Directors. The President-Elect shall be Program Chairman for the annual spring conference that follows his ascension to that position.

Section 9. Secretary/Treasurer. The Secretary/Treasurer or his/her designate shall perform all of the duties of the Secretary/Treasurer. The Secretary/Treasurer shall oversee recording of the minutes of all meetings of the Board of Directors and all conclaves of the members. He/she shall give, or cause to be given, notice of all conclaves of the members and perform such other duties as may be prescribed by the Board of Directors or by the President.

The Secretary/Treasurer or his/her designate shall be the custodian of the funds of the Academy and shall deposit the money, or any other valuables, in a depository designed by the Board of Directors. He/she shall submit a regular report to the Board of Directors. He/she shall provide the corporation a bond in such sum and with such surety as shall be satisfactory to the Board for the faithful performance of the duties of his/her office and for the restoration to the Academy in case of his/her death, resignation or removal from

office of all books, vouchers, papers, money and other property of whatever kind in his/her possession or under his/her control belonging to the Academy.

Section 10. Vice Presidents. There shall be two Vice Presidents, a First Vice President and a Second and a Second Vice President. The two Vice-Presidents shall be in the line of ascendancy to become President. On the occasion of the election of new Officers and Board Members, the First Vice President will ascend to the office of President-Elect and the Second Vice-President will ascend to the office of First Vice-President. The two Vice Presidents will be members of the Board of Directors and the Executive Committee and shall perform such other duties as shall be delegated by the President, or prescribed by the Board of Directors.

The First Vice President shall be the Chair of the Nominations Committee. The Second Vice President shall be a member of the By-Laws Committee.

Section 11. Directors' Meetings. The regular Annual Meeting of the Board of Directors shall be held immediately preceding the Annual Meeting of the membership, for the purpose of nominating Officers and Board Members, establishing policies, receiving reports, etc., for the ensuing year. Additional meetings of the Board of Directors may be held at such time and at such place as may, from time to time, be determined by resolution of the Board or upon call of the President.

Section 12. Special Meetings. Special Meetings of the Board of Directors may be held at any time or place: upon the call of the President, by request of ten members of the Board, or by request of members having one-twentieth of the votes entitled to be cast at such meeting. Oral, or written notice of the time and place and purpose of all special meetings of the Board should be duly served or sent to each Director not less than ten days before the meeting. Meetings may be held at any time without notice if all the Directors are present or if those not present waive notice in writing of the time, place and purpose of such meeting.

Section 13. Executive Committee. The Executive Committee shall consist of the President, President-Elect, Secretary/Treasurer, the immediate Past President and the two Vice Presidents. The Executive Committee shall have the authority of the Board of Directors in the management of the business of the Academy between the meetings of the Board. The President shall serve as Chairman; the Secretary shall keep records of all meetings and report all meetings and actions to the Board of Directors.

Section 14. Annual Meeting. The Annual Meeting of the Membership shall be held at any location, either within or outside the State of Wisconsin, as determined by the Board of Directors. The Annual Meeting of the Membership shall be held at such times may be determined by the Board of Directors.

Article VII: Finances

Section 1. The Board of Directors shall have general supervision over all financial affairs of the Academy.

Section 2. All checks for the disbursement of funds shall be signed by the Secretary/Treasurer or his/her designate.

Section 3. The Secretary/Treasurer shall submit to the Board of Directors such reports as may be ordered by the Board and shall submit to the Board of Directors, at the Annual Meeting, reports of all transactions as Secretary/Treasurer, and the financial condition of the organization.

Article VIII: Standing Committees and Task Forces

The Board of Directors may create standing committees to perform functions that are of a long term or continuous nature. The President may create task forces to perform specific functions during that President's term of office. Task forces will generally cease to function at the conclusion of the President's term. However, task forces can be continued by successor Presidents or may be replaced by a standing committee by the action of the Board of Directors.

The President, with the approval of the Board of Directors or unless otherwise provided for in these Bylaws shall appoint members to the standing committees to fill vacancies on those committees. The President, with the approval of the Board of Directors, or unless otherwise provided for in these Bylaws, shall, on an annual basis, appoint the chair of the standing committees from within the committee.

Appointments to standing committees will be for a three-year term. It is the intent of these Bylaws that one third of the committee members would rotate off each committee each year. However, committee members can be appointed for consecutive terms on a committee.

The Secretary/Treasurer will be responsible for reviewing the structure of each committee and for maintaining an official roster of committee members, dates of service, officer liaison, committee purpose, etc. to ensure that terms of office are known and that the appropriate rotation off committees occurs.

The Past President, President-Elect, First Vice President, Second Vice President and the Secretary/Treasurer will each serve as liaison to those committees as specified in these Bylaws and will report on behalf of those committees to the Board. The task forces will report to the President who will, in turn, report on their behalf to the Board.

Section 1. Committees reporting the Past President

Past President's Advisory Committee

The Past President's Advisory Committee shall be responsible for advising the Board on actions before the Board. The Past President's Advisory Committee will be represented on the Board of Directors by the Immediate Past President who shall serve as liaison between the Board and the Committee.

Section 2. Committees reporting the President-Elect

Education and Evaluation Committee

The Education and Evaluation Committee shall consist of eight (8) members. Each member shall have a three (3) year term and not to exceed two (2) consecutive terms, and the terms shall be staggered. The members of this Committee shall be selected by the Board of Directors and there shall be a reasonable attempt to insure all affected specialties are represented. The Chair and Vice Chair shall be selected every three years by the Board of Directors. The Executive Director of the Academy shall serve as Secretary of the Committee.

The purposes and objective of the Committee on Education and Evaluation are as follows: 1) To establish guidelines and maintain high standards for training programs. 2) To receive, evaluate and recommend action to the American Osteopathic Association on requests for approval of all training programs in sports medicine, including subspecialty residencies or training: This applies to new programs as well as to continued approval of existing programs. 3) To assist program directors in developing training programs consistent with the education standards of the Academy. 4) To maintain a registry of all trainees in sports medicine and to document satisfactory completion of all training programs. 5) To cooperate with other accrediting and approving agencies by providing, upon request, information on training programs and trainees. 6) To conduct and supervise an annual education meeting for residency program directors. 7) To develop and maintain a list of active program inspectors.

Program Committee

The Program Committee shall consist of the Chair who is the incoming President-Elect, the preceding year's Program Chair and additional members appointed for one year by the Program Chair. The Program Committee shall: 1) develop the educational program for the Academy's Annual Clinical Conference. 2) review courses for AOASM endorsement. 3) recommend program themes for the annual and mid-year conferences.

The Speakers Bureau is a subcommittee of the Program Committee. The Speakers Bureau subcommittee shall supply speakers to groups requesting sports medicine speakers for workshops, lectures and conferences. The Speakers Bureau Chair shall have a three (3) year term.

Section 3. Committees reporting the First Vice President

Nominating Committee

It shall be the duty of the Nominating Committee to nominate candidates for the positions of Officer and Member of the Board of Directors, and present the same to the Board of Directors at the Annual Membership Meeting. The Academy may conduct elections by mail. Any member entitled to vote may vote for Directors by mail. Nothing herein shall be construed to prevent members from making appropriate nominations to fill vacancies from the floor at any conclave called for the purpose of electing Directors. The Committee shall consist of the Executive Committee with the Chair being the 1st Vice President each year.

Fellow Award Committee

The Fellow Award Committee shall be responsible for reviewing applicants for the Award of Fellow and recommending approval to the Board of Directors. The Fellow Award Committee shall also be responsible for maintaining communication with current Fellows insuring that the current Fellows fulfill their obligations as a Fellow of AOASM. The Fellow Award Committee shall be responsible for receiving applications for the AOASM Seal of Acceptability and for the initial review of the application. The Committee will then recommend to the Board either to proceed with a review of the product or a rejection of the application. The Board will be responsible for the appointment of a special review committee for each application. Only the Board of Directors can award the Seal of Acceptability to a product that has been reviewed and found acceptable. The Chair shall be appointed by the current President for a 3-year term.

Publications/Research Committee

The Publications/Research Committee shall serve as a resource and liaison from the Society to the Clinical Journal of Sport Medicine. The Publications/Research Committee also works with other committees (Medical Education, Program, Public Relations, etc.) to develop educational publications for professionals and the public. The Publications/Research Committee shall stimulate interest in research among the Academy's members by offering training in research methods to Fellows/Residents and Academy members and to secure funding in support of Research by Academy members.

Section 4. Committees Reporting to the Second Vice President

Public Relations/Membership Committee

The Public Relations/Membership Committee shall support the mission and goals of AOASM in matters of public relations, act as a liaison between AOASM and other medical organizations. It will advise and assist AOASM in increasing its presence in the medical and lay communities and assist its members in developing enhanced public relations opportunities. The Public Relations/Membership Committee shall be responsible for recruitment and retention of qualified members, periodic survey of membership ascertaining their level of satisfaction with the Academy and its activities.

By-Laws Committee

The By-Laws Committee is responsible for the regular review of the By-Laws to ensure that they remain consistent with the goals and objectives of the Academy and comply with existing law.

Section 5. Committees Reporting to the Secretary/Treasurer

Student Relations Committee

The Student Relations Committee shall be responsible for maintaining close communication with the student sports medicine clubs on the several osteopathic medical school campuses. The Committee will devise ways and means to increase the participation of osteopathic medical students in the activities of the Academy and devise plans to increase the number of students who join the Academy when they complete medical school and become practicing physicians.

Article IX: Meeting of Members

Section 1. The Annual Meeting of the members of the Academy shall be held during the annual spring conference. Notice of the time, place and purpose of such meeting shall be made known to all members.

Section 2. A special meeting of the members may be called at any time by the President or by a majority of the Board of Directors. The Secretary shall prepare, and mail to each member a written notice of the time, place and purpose of such meeting at least 10 days and not more than 60 days prior to any special meeting of the members.

Article X: Quorum and Proxies

Section 1. A majority of the members registered for the Annual Meeting or other Special Meeting shall constitute a quorum at such meeting.

Section 2. A majority of the Directors shall constitute a quorum at any meeting of the Board of Directors.

Section 3. A member entitled to vote may vote by proxy executed in writing by the member.

Section 4. Directors may hold no more than two (2) proxies of other Directors. Proxies must be in writing.

Article XI: Amendments

These By-Laws may be amended or repealed or new By-Laws may be adopted by:

1) The affirmative vote of the majority of the members present at any annual or special meeting of the members, or 2) The affirmative vote of a majority of the Board of Directors at any regular or special meeting of the Board; provided, however, that the Board of Directors shall not make or alter any By-Laws fixing their qualifications, classifications or term of office, nor alter any By-Law which forbids amendment by the Board of Directors.

Amendments to the By-Laws shall be submitted to the Board of Trustees of the American Osteopathic Association.

The Board of Directors may amend or repeal a By-Law adopted by the members, unless the By-Law prohibits amendment by the Board of Directors.

Article XII: Dissolution - Disposition of Assets

If, for any reason, the American Osteopathic Academy of Sports Medicine should be dissolved, all of its remaining assets, after payment of its just debts, shall be transferred and conveyed to the American Osteopathic Association or a like-minded nonprofit organization as defined in the Articles of Incorporation, to be held and expended for the purpose of furthering the development of the specialty of sports medicine in the osteopathic profession.