



# CONSTITUTION OF THE ACADEMY OF VETERINARY OPHTHALMIC TECHNICIANS

(An Arizona non-profit corporation)

## **ARTICLE 1 – TITLE**

The name of the organization shall be the Academy of Veterinary Ophthalmic Technicians, hereafter referred to as “the Academy.”

## **ARTICLE II – INCORPORATION**

**Section 1** The Academy shall be incorporated under the laws of the State of Arizona, as a not-for-profit educational organization operated exclusively for charitable and educational purposes specific in Section 501 (c) (3) of the Internal Revenue Code (hereafter referred to as “the Code”), or any corresponding section of any future federal tax code.

**Section 2** In any taxable year in which the Academy is a private foundation as described in Section 509 (a) of the Code, the Academy shall distribute its income for said period at such time and manner as not to subject it to tax under Section 4942 of the Code, and the Academy shall not engage in any act of self-dealing as defined in Section 4941 (d) or the Code, retain any excess business holdings as defined in section 4943(c) of the Code, make any investments in such manner as to subject the Academy to tax under Section 4944 of the Code or make any taxable expenditures as defined in Section 4945(d) of the Code or corresponding provisions of any subsequent Federal tax laws.

**Section 3** In furtherance of the foregoing purposes, the Academy shall have all the general powers permitted by the Arizona Nonprofit Corporation Act and such other powers now or hereinafter permitted by law for a corporation organized for the foregoing purposes, including the power to solicit grants and contributions for any corporate purpose.

**Section 4** The term for which it is organized shall be perpetual. However, in the event of dissolution of the Academy, all of the assets and property of the Academy remaining after the proper payment of expenses and the satisfaction of all liabilities shall be distributed further to the American Veterinary Medical Association (AVMA) or other organization which shall qualify

under the application section of the Internal Revenue Code in the event that the National Association of Veterinary Technicians in America (NAVTA) no longer exists.

### **ARTICLE III – STATEMENT OF PURPOSE**

The primary objectives of the Academy shall be to advance veterinary technicians working within the disciplines included in veterinary ophthalmology and increase the competence of those who perform specialty duties as defined in the Bylaws. The Academy will:

- a. Promote interest in and the advanced knowledge and practice standards of technicians in Veterinary Ophthalmology.
- b. Establish prerequisite requirements for education and experience prior to certification in the specialties of Ophthalmology for Veterinary Technicians.
- c. Administer examinations and certifying Veterinary Technicians as specialists in Veterinary Ophthalmology.
- d. Promote continued professional development as an obligation of membership.
- e. Promote continuing education and dissemination of knowledge relating to Veterinary Ophthalmology.
- f. Ensure opportunities for the Veterinary Technician to demonstrate superior knowledge in the care and management of cases within the selected discipline of the specialty of Ophthalmology when credentialed as a VTS (Ophthalmology).
- g. Conduct any and all lawful activities which may be useful in accomplishing the foregoing purposes.
- h. Operate under the direct approval and guidance of NAVTA, shall submit annual reports to the CVTS committee of NAVTA as required, and will report any changes in documents to the CVTS committee at that time of the annual report.

### **ARTICLE IV – MEMBERSHIP**

**Section 1** A member of the Academy shall be a person who has fulfilled all the requirements of the specialty as stated in the Bylaws, is in good standing with NAVTA, and who has been accepted for membership by the Executive Board.

**Section 2** Members of the Academy shall be known as:

**A. Charter Members** Charter members must have the following general qualifications:

1. Be a credentialed Veterinary Technician in some State or Province of the United States, Canada, or other country. A copy of a current, valid veterinary technician license will need to be provided at the Academy's request.
2. Be of high ethical and moral standing
3. Maintain current dues as set forth in by-laws.
4. Reside in the United States of America OR reside outside of the United States of America and are legally credentialed in some jurisdiction.
5. Meet the general requirements as set forth in Articles II and III of the Bylaws

6. Meet the standards of the Committee of Veterinary Technicians Specialties of the National Association of Veterinary Technicians in America
7. Hold voting privileges and be eligible to hold office in the Academy.

**B. Active Members** Active members must have the following general qualifications:

1. Be a credentialed Veterinary Technician in some State or Province of the United States, Canada, or other country. A copy of a current, valid veterinary technician license will need to be provided at the Academy's request. Be of high ethical and moral standing
2. Maintain current dues as set forth in by-laws.
3. Reside in the United States of America OR reside outside of the United States of America and are legally credentialed in some jurisdiction.
4. Meet the general requirements as set forth in Article II and III of the Bylaws
5. Have met the requirements for application.

**C. Lifetime Members**

1. Be members in good standing have reached the age of 55 and charter or active member for a minimum of 10 consecutive years.
2. Upon retirement, become a non-dues paying, lifetime member of the AVOT with all the rights and privileges afforded an active member.

**D. Honorary Members**

1. Be an individual having made major contributions to the advancement of technicians in the field of Veterinary Ophthalmology
2. Be nominated by two members in good standing of the Academy. Nominations will be made, in writing, to the Executive Board
3. By a two-thirds vote of the voting members of the Academy present, elect to honorary membership those who have by their lives and work, rendered conspicuous service to veterinary technicians in organized veterinary medicine in due form.
4. Pay no dues, may not hold office, and have no voting privileges. The VTS designation cannot be held by an honorary member.

**Section 3** Membership requirements, qualifications and privileges shall be defined in the Bylaws.

**Section 4** Members meeting the requirements as defined in the Bylaws, shall be permitted to use the designation Veterinary Technician Specialist (Ophthalmology) or the initials VTS (Ophthalmology) after their name. The name of the specialty in ophthalmology medicine will be further defined in the parenthesis as follows: VTS (Ophthalmology)

**Section 5** Recertification/Renewal:

All Charter and Active must recertify every 5 years as outlined in the Bylaws.

**Section 6** Repossession of Certificates:

Certificates remain the property of the Academy and shall be repossessed if:

- A. The issuance of such a certificate or its receipt violates the provisions of the Academy's Constitution and Bylaws
- B. There has been a failure to pay dues.
- C. There has been a failure to complete recertification.
- D. The Appeals Committee will be charged with investigating and ruling on any violations.

## **ARTICLE V - ORGANIZATION**

**Section 1** Additional areas of specialization for inclusion can be added by 2/3 vote of the Executive Board and majority of active members voting under the following conditions:

- A. the area be recognized as a distinct specialty in the field of Veterinary Technology
- B. that it be appropriate to Ophthalmology
- C. that it be subject to the approval of the Committee of Veterinary Technician Specialties (CVTS) of the National Association of Veterinary Technicians in America (NAVTA)

### **Section 2 Executive Structure**

- A. The Academy shall be governed by an Executive Board. The Board is responsible for setting policy and governing the Academy. The Board holds the power to conduct Academy business and to delegate that power as needed to an agent of the Board.
  - 1. The Board shall include: Past President, President, President-Elect, Secretary, Treasurer and at least one Member at Large.
  - 2. The number of Members at Large will increase as defined by the Executive Board.
  - 3. The membership will elect Board members as per the Bylaws of the Academy.
  - 4. The Executive Board shall be empowered to make certain decision as defined in the Bylaws of the Academy.

**Section 3** No part of the net earnings of the Academy shall insure to the benefit of, or be distributable to its members, officers, or other private persons, except that the Academy shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501(c)(3) purposes

**Section 4** Terms of office, duties, term limits, vacancy, resignation process and removal of office definitions are contained in the Bylaws of the Academy.

## **ARTICLE VI - COMMITTEES**

**Section 1 Authorization.** The Academy shall have the following standing committees: Nominations and Elections, Credentialing, Examination, Appeals, Recertification, Program, and Development and Finance as specified within the Bylaws of the Academy. Duties and requirements of each committee are specified in the Bylaws. The Academy shall have ad hoc committees as determined by the Board.

**Section 2**     **Appointments.** The President, with the advice and consent of the Executive Board, may appoint chairpersons of all committees.

## **ARTICLE VII - ACADEMY MEETINGS**

**Section 1**     The Academy shall hold an annual business meeting at such time and place as defined by the Bylaws.

**Section 2**     The Executive Board must meet quarterly as defined by the Bylaws.

## **ARTICLE VIII – AMENDMENTS**

**Section 1**     The members may amend, alter, or repeal any part of the Constitution by an affirmative vote provided the substance of the proposed amendment shall have been communicated to the membership.

**A.** Proposed amendments to the Constitution shall be submitted to the Board for review ninety (90) days before a scheduled meeting of the Academy or the distribution of a mail ballot to the membership. Proposed amendments shall be distributed to the entire membership with a recommendation by the Board at least thirty (30) days prior to a voice vote or the distribution of a mail ballot.

**Section 2**     An affirmative vote shall require that at least thirty-three percent of the members in good standing vote, and at least  $\frac{3}{4}$  of the members voting approve the proposal.

The foregoing Constitution was adopted by the Board of Directors of the Academy on September 12, 2014