



AUA Staff Liaison	Nancy Waid
Chair	Aaron Millbank, MD
Terms of Office	Members: 3-year term (renewable once) Chair: 2-year term (non-renewable)

Committee Makeup

The Bylaws Committee shall consist of at least one Active or Senior Member from each Section who is Chair or member of the Section Bylaws Committee. Member terms are three years (renewable once). If the member is also a Section Secretary, then that member's term shall coincide with the term as Section Secretary. The President shall appoint a Chair to serve a two-year term. The Chair may serve in addition to the Section's designated members. The AUA Secretary shall serve ex officio. (AUA, Inc. Bylaws Article V Committees, Section 1.1 May 2016). The UCF Secretary shall also serve as an ex-officio member and may attend meetings when the Foundation Bylaws are being amended.*

*800 Rule applies

Mission Statement

The Bylaws Committee maintains the efficacy of the AUA Articles of Incorporation and Bylaws in conjunction with the Association's activities.

The Bylaws Committee shall become familiar with the activities of the AUA, AUAER and UCF, as well as the efficacy of the Articles of Incorporation and the Bylaws and shall make a yearly report to the AUAER Board of Directors which shall include any recommended amendments. (AUA, Inc. Bylaws Article V Section 1.2 May 2016)

Reporting

The committee makes appropriate recommendations to the Board of Directors, after which it reports to the membership at the Annual Business Meeting.

Committee Meetings

The committee conducts its business via email consensus or teleconference twice per year (Fall and Winter). Depending upon the complexity of the proposed Bylaws amendments, the committee may also meet in-person at AUA's Annual Meeting.

Time Commitment

Chair: 10 hours per year
Member: 6 hours per year



Qualifications/ Responsibilities

Chair: The Chair should have prior experience working with bylaws within a regional Section or the AUA and have a general familiarity with the structure of AUA and parliamentary procedure. The Chair reviews information pertinent to AUA Bylaws and leads the discussion among committee members during the Fall and Winter teleconferences. The Chair ensures that all proposed Bylaws amendments, with the assistance of the Staff Liaison, are promulgated to the membership at least thirty (30) days in advance of the Annual Business Meeting. The Chair must maintain familiarity with the Bylaws of all AUA's corporate entities (C-3 Education and Research, C-6 AUA, Inc., and C-3 Foundation). The Chair will also present proposed amendments to the membership at the Annual Business Meeting. Amendments to the Urology Care Foundation bylaws are approved by the UCF Board of Directors.

Members: Should have good communication skills and familiarity with Section and AUA Bylaws. Committee members participate in the discussion during the Fall and Winter teleconferences regarding all proposed Bylaws amendments approved by the Board of Directors. The members must be familiar with and review the Bylaws of all AUA's corporate entities (C-3 Education and Research, C-6 AUA, Inc., and C-3 Foundation). Members are responsible for bringing issues pertaining to governing Bylaws of each Section to the AUA Bylaws Committee. Likewise, members are responsible for relaying AUA Bylaws amendments and discussions to their respective Sections.

Recent Accomplishments (2018-2019)

The AUA & AUAER Bylaws were updated as follows:

- Council Chair terms were modified to four years (non-renewable) and Chair-elects were added for all councils
- Streamlined the membership approval process where the AUA collects applications and supporting materials for the Section Secretaries/ Membership Council to approve and forwards the materials to the Sections
- Updated the DO terminology to Doctor of Osteopathic Medicine
- Added a provision for administrative updates to the Bylaws
- Added the deadline for submission of Section Representatives to the AUA Board

The Urology Care Foundation Bylaws were updated as follows:

- The vision and mission of the Foundation were updated