



**Terms** Chair (Ex-Officio AUA Secretary): 4 years (non-renewable)  
Members (Ex-Officio Section Secretaries): duration of Section Secretary's term  
Mexico, Canada and Central America Representatives: 2 years (renewable once)

### Committee Makeup

*The Council shall consist of the AUA Secretary as Chair, eight Section Secretaries and Chairs of the SSMC's component committees, and one representative from Mexico, one from Canada and one from Central America.*

### Vision/Mission/Purpose

*The Section Secretaries Membership Council shall evaluate the applications, benefits, needs and services for the various AUA membership categories in coordination with AUA's Secretary and Member and Customer Services Department. The Council reviews and approves applications for all member categories. The Council also strives to improve communication between the AUA and its Sections for the benefit of members.*

### Reporting

The Section Secretaries Membership Council reports to the AUA Board of Directors. The Secretary reports to the board three times a year at the regularly scheduled board meetings.

### Component Committees/Members

*The functions and activities of this Council shall be assigned to the component committees including but not limited to the History Committee, International Member Committee, Residents and Fellows Committee and Young Urologists Committee.*

Selection of Canadian, Central American & Mexican members: The leadership for SMU and CMUN submit nominees for Mexico, AUCA leadership submit nominees for the Central American region and CUA submit nominees for Canada. When there is an opening, each association submits three nominees; individuals are vetted by their Section and AUA will select one individual to serve as a voting member of the SSMC.

The team leader of the Advanced Practice Providers Committee's Membership & Engagement sub-committee serves as a liaison to the council.

### Committee Meetings

The Section Secretaries/Membership Council meets virtually twice per year, once in the fall and once in the spring, with frequent email correspondence throughout the year.

### Time Commitment

*Chair:* 5 hours per month  
*Member:* 1-2 hours per month



## Responsibilities

**Chair:** The Chair will provide oversight and guidance for all other Section Secretaries and will facilitate development of communication plans between the AUA and the various Sections. The Chair will ensure communication of Bylaws and procedural changes and updates to each Section Secretary.

**Members:** Members will ensure communication of Bylaws and procedural changes and updates to their respective Section Membership.

## Compliance

Positions on Councils, Committees, Editorial Boards and Practice Guidelines Panels are open to AUA members in good standing. All members must agree to abide by *AUA's Committee Policies & Procedures* (see *AUA Participation Terms & Conditions* documents located under My Committees Section of the [myAUA](#) webpage). These documents include the requirement to abide by [AUA's Civility Policy](#) and annually complete a Conflicts of Interest (COI) Disclosure Form in accordance with [AUA's COI Disclosure Policy](#). The AUA reserves the right to suspend or remove a member from participation in any AUA activity while the individual is under investigation for a policy violation.

## Criteria for Selecting New Members

Members must be the Secretary of their respective Sections. International representatives are appointed by the urologic society for their country.

## Criteria for Selecting Next Chair

Openings for Secretary are announced every four years at the webpage [AUAnet.org/Secretary](#). A job description highlighting the qualifications is posted on that site. The next search will begin summer of 2029. The Secretary is selected by a Board Search Committee and approved by the membership at the Annual Business Meeting.

## Recent Accomplishments

- Supported 2025-2026 AUA Leadership Class activities, including Leadership Training Weekend, Capstone presentations at AUA Advocacy Summit, and Graduation ceremony at the 2026 AUA Annual Meeting
- Facilitated selection of resident/fellow participants to represent each Section in the 13th Annual AUA Residents Bowl competition held May 15-16, 2026 in Washington, D.C.
- Supported the nomination of Section members for the AUA Awards Program
- Approved creation of a new award (launching fall 2026) recognizing early-career Advanced Practice Providers for outstanding contributions to the specialty to complement the existing APP of the Year award