

1 BYLAWS OF THE RESIDENT AMERICAN ACADEMY OF OSTEOPATHY
2

3 **ARTICLE I: TITLE AND MEMBERSHIP**

4 This organization is known as the Resident American Academy of Osteopathy (RAAO). The RAAO is a
5 membership section and component society of the American Academy of Osteopathy (AAO). Membership is
6 restricted to AAO members in good standing who are currently in postgraduate training at either an
7 Accreditation Council for Graduate Medical Education (ACGME) approved training program or an AAO
8 approved fellowship training program. Dues shall be imposed upon said membership in accordance with AAO
9 policy, and theretofore designated for use by the RAAO for the purposes of carrying out its mission statement.
10

11 **ARTICLE II: MISSION AND VISION**

12 As a membership section and component society, the RAAO operates within the confines of the AAO and will
13 conduct itself in a manner compatible with the principles and objectives of the AAO.
14

15 The RAAO exists to create and cultivate avenues for early osteopathic and allopathic physicians to grow,
16 promote, and propagate the osteopathic philosophy.
17

18 The RAAO aims to help aspiring and current osteopathic and allopathic resident physicians maintain their
19 connection with the osteopathic philosophy and to empower said physicians to help those around them
20 understand the osteopathic philosophy.
21

22 The RAAO commits itself to:

- 23 1. Recruiting and retaining graduating medical students and current residents into AAO membership
- 24 2. Promoting resident leadership opportunities and involvement in the AAO
- 25 3. Developing educational opportunities for residents
26

27 **ARTICLE III: THE RAAO EXECUTIVE COUNCIL**

28 **Section 1: Purpose**

29 The RAAO Executive Council (EC) will exist from within and for RAAO members. It is a governing and
30 representative body whose purposes are to form a cohesive body to represent RAAO members, carry out the
31 administrative duties of the RAAO, and serve as a liaison between RAAO membership and the AAO and other
32 official bodies.
33

34 **Section 2: Composition**

35 The RAAO EC will be comprised of a chair, vice chair, secretary, treasurer, national coordinator, and three (3)
36 ex-officio officers. Ex-officio officers will include the immediate past chair of the RAAO EC, an RAAO
37 advisor as appointed by the active AAO President, and the Executive Director of the AAO or his/her designee.
38

39 **Section 3: Duties**

40 **Chair** will carry out the purposes and objectives of the RAAO and attend and preside over all RAAO and
41 RAAO EC meetings. The chair will be a voting member of the AAO Board of Governors and Board of
42 Trustees for the period of his/her term. In addition, the chair or his/her designee may attend meetings of the
43 AAO Board of Governors, AAO Board of Trustees, AOA House of Delegates, and AAO Strategic Planning
44 Committee. The chair will be responsible for providing a summary report of activities to the AAO Board of
45 Governors. The chair will also be responsible for presiding over and reporting the results of RAAO EC
46 elections.
47

48 **Vice chair** will carry out the purposes and objectives of the RAAO and assume the duties and title of the chair
49 should that office become vacant. The vice chair shall attend all RAAO and RAAO EC meetings. The vice
50 chair will be responsible for organizing the RAAO mixer at the annual AAO Convocation and directing all
51 fundraising activities of the RAAO. The RAAO EC will appoint a new vice chair should the position become
52 vacant.
53

54 **Immediate past chair** will carry out the purposes and objectives of the RAAO and provide leadership
55 guidance to the RAAO EC. The immediate past chair will attend all RAAO and RAAO EC meetings. Should
56 the position become vacant, it will remain vacant until the succession of the current chair.
57

58 **Secretary** will carry out the purposes and objectives of the RAAO, attend all RAAO and RAAO EC meetings,
59 and keep minutes of all RAAO and RAAO EC meetings. The secretary will be responsible for retaining copies
60 of all meeting minutes and formal communications generated by the RAAO and providing these documents to
61 the AAO at the end of his/her term. The secretary will be responsible for reviewing and maintaining the RAAO
62 section of the AAO website in accordance with AAO policies. The RAAO EC will appoint a new secretary
63 should the position become vacant.
64

65 **Treasurer** will carry out the purposes and objectives of the RAAO and attend all RAAO and RAAO EC
66 meetings. The treasurer will be responsible for submitting all monies raised by the RAAO to the AAO office
67 for deposit into the RAAO account. The RAAO EC will appoint a new treasurer should the position become
68 vacant.
69

70 **National coordinator** will carry out the purposes and objectives of the RAAO and attend all RAAO and
71 RAAO EC meetings. The national coordinator will be a voting member of the AAO Membership Committee
72 for the period of his/her term. The national coordinator will be responsible for maintaining RAAO social media
73 platforms in accordance with AAO policies. The national coordinator will be the primary point of contact for
74 RAAO liaisons and will also be responsible for coordinating communications among the RAAO membership,
75 postgraduate training facilities, and the AAO office. The RAAO EC will appoint a new national coordinator
76 should the position become vacant.
77

78 **RAAO advisor** will lend his/her knowledge and expertise as needed.
79

80 **Executive Director of the AAO** or his/her designee, will, with the approval of the AAO Board of Trustees, be
81 responsible for expediting all communications and reports from the AAO to the RAAO and vice versa. S/he
82 will also be charged with maintaining accurate records on membership and financial activity of the RAAO.
83

84 **Section 4: Elections**

85 Subsection A: Timing and Eligibility

86 The chair will automatically succeed to the office of immediate past chair annually.
87

88 The chair, vice chair, secretary, treasurer, and national coordinator will be elected annually from the general
89 membership of the RAAO by a simple majority vote of the assembly at the Resident Annual Business Meeting
90 during the AAO Convocation. Any current RAAO member is eligible for chair, vice chair, secretary, treasurer,
91 and national coordinator.
92

93 Subsection B: Protocol

94 The outgoing RAAO EC chair will preside over the election. Each RAAO member in attendance at the
95 Resident Annual Business Meeting will be allotted one vote per election during the voting process for chair,
96 vice chair, secretary, treasurer, and national coordinator. Absentee ballots will not be cast.
97

98 Nominations for chair, vice chair, secretary, treasurer, and national coordinator may occur prior to or during
99 the Resident Annual Business Meeting. Nominations need only include the candidate's full name and title.

100 Self-nominations will be allowed.
101

102 The order of elections will be first, chair, second, vice chair, third, secretary, fourth, treasurer, and fifth,
103 national coordinator.
104

105 Each candidate for office will have the opportunity to give a three-minute speech prior to the general election.
106 After all speeches for chair are concluded, RAAO members may cast their vote for chair utilizing a closed
107 ballot. The candidate with a simple majority vote will be named incoming chair. Candidates not elected to the

108 chair position will then have the option to transfer their candidacy to the vice chair position. This process shall
109 continue until all RAAO EC positions are filled.

110 Subsection C: Voting Contingency

111 In the event that no candidate receives a simple majority vote for a position:

- 112 1. The candidates with the two highest vote tallies will be selected for a run-off election. Before this run-
113 off election, the two candidates will be asked a single question, created by the RAAO EC, excluding
114 any incumbent officer running for that position, to which the candidates will have one minute to
115 respond. RAAO members may then cast their vote for the run-off election in the same manner as the
116 initial election.
- 117 2. If at this time no candidate has a simple majority vote, another vote will be cast by the assembly
118 without any further questioning of the candidates. The candidate who receives the largest number of
119 votes in this final ballot shall be elected to the office.
- 120 3. If this final ballot produces a tie, the RAAO EC, excluding any incumbent officer running for that
121 position, and RAAO advisor will meet for a five-minute conference. At the conclusion of this
122 meeting, the RAAO EC and RAAO Advisor shall appoint one candidate to that position per their
123 consensus.

124 **Section 5: Term Limitations**

125 Each term is one year in duration. No individual may serve on the RAAO EC for greater than two (2) full
126 terms in any one position. Similarly, no individual may serve on the RAAO EC for greater than four (4) years
127 in any capacity.

128 **Section 6: Succession of Positions**

129 Newly elected RAAO EC officers shall take office immediately following the conclusion of the AAO
130 Convocation program. An information exchange meeting between incoming and outgoing officers should be
131 arranged following the Resident Annual Business Meeting.

132 **ARTICLE IV: MEETINGS**

133 The RAAO will meet annually at the AAO Convocation. The RAAO EC will additionally meet periodically
134 throughout the year as deemed necessary to carry out the purposes and objectives of the RAAO. Both RAAO
135 and RAAO EC meetings are subject to the current edition of *Robert's Rules of Order*, unless otherwise
136 directed by specific procedures specified in these bylaws.

137 **ARTICLE V: SUB-COMMITTEE FORMATION**

138 The RAAO EC may create sub-committees as deemed necessary to carry out its purposes. Sub-committee
139 formation may be done without recourse to the AAO, provided that the aims and objectives of any sub-
140 committee formed are not in conflict with the principles and objectives of the AAO. An accurate accounting of
141 the purpose, membership, and limitations of any sub-committee formed shall be provided to designated AAO
142 personnel.

143 **ARTICLE VI: RAAO LIAISONS**

144 **Section 1: Purpose**

145 RAAO members may serve as RAAO liaisons to AAO committees, representing the interests of RAAO
146 members to the AAO committee and the AAO at large. RAAO liaisons are full voting members of the AAO
147 committee(s) on which they serve. The numbers, nature, and assignments of RAAO liaison positions are
148 determined by the leadership of the general AAO yearly, either during or shortly after the AAO Convocation.

149 **Section 2: Eligibility**

150 Any RAAO member is eligible for RAAO liaison positions. Candidates for RAAO liaison positions do not
151 have to be present at the Resident Annual Business Meeting in order to be appointed.

152 RAAO liaison positions may be filled by incoming first year residents, provided they are AAO members and
153 match into a residency program. If an incoming first year resident (who may be a medical student at the time of
154

162 the Resident Annual Business Meeting) wishes to serve as an RAAO liaison, they must submit an application
163 as described below. Additionally, they must be able to provide proof of residency match status and residency
164 information at the time of his/her application or immediately upon receiving his/her match results if the AAO
165 Convocation occurs prior to match day.

166
167 **Section 3: Appointment Process**

168 RAAO members interested in an RAAO liaison position should submit a formal application along with his/her
169 CV, as per general AAO policy and practice. Applications may be submitted at any time, including during the
170 Resident Annual Business Meeting. Applications received after RAAO liaisons have been appointment may be
171 considered for the following year.

172
173 The RAAO EC will review applications and make recommendations for RAAO liaison positions. The RAAO
174 EC will provide recommendations for RAAO liaison positions to the AAO Board of Trustees, or directly to the
175 AAO President, President-Elect, or Immediate Past President.

176
177 Selected RAAO liaisons will be notified after appropriate review by the RAAO EC, AAO leadership, and
178 AAO committee chairs has taken place.

179
180 In the event an RAAO liaison position becomes vacant, a new RAAO liaison position becomes available,
181 and/or there are no applications for an RAAO liaison position, the RAAO EC may nominate an individual to
182 serve as an RAAO liaison.

183
184 In addition to appointment as an RAAO liaison, RAAO members may serve as general members of these
185 committees. The process for their appointment as a general member will be the same as for any graduated
186 member of the AAO.

187
188 **ARTICLE VII: AMENDMENTS**

189 Proposals for amendment(s) to these bylaws of the RAAO must be submitted to the RAAO EC at least thirty
190 days prior to the Resident Annual Business Meeting at the AAO Convocation. During this meeting,
191 amendment proposals will be open for discussion and voted on by RAAO members of the assembly. Each
192 amendment must be passed by a simple majority vote to be sustained.

193
194 Passed amendments will then be submitted to the AAO Board of Trustees for review. If the AAO Board of
195 Trustees has an opinion to express regarding the amendment(s), they may present their opinion to the RAAO
196 EC.

197
198 Amendments to these bylaws shall be enacted following a simple majority vote by RAAO membership during
199 the Resident Annual Business Meeting and subsequent review and approval by the AAO Board of Trustees.