

## **AMERICAN COLLEGE OF VETERINARY RADIOLOGY**

### **RO President-Elect – Policies and Procedures**

**Last revised: September 2022**

#### **DUTIES OF RO PRESIDENT-ELECT**

The President-Elect of the Specialty of Radiation Oncology serves the Specialty as deemed necessary by the President of the Specialty. He or she should maintain close correspondence with the RO President throughout their term. Specific duties include:

1. Assuming the role of President of the Specialty of Radiation Oncology after 2 years as President-elect or if there is an unanticipated absence/loss of the President.
2. Assist the President at meetings of the Specialty of Radiation Oncology.
3. The RO President-elect will be a standing member of the ACVR Nomination Committee. In conjunction with existing committee chairs and the RO President, they will select new committee members for filling vacancies occurring in the next term.
4. Serve as Chair for the Specialty of Radiation Oncology section of the program for the ACVR Annual Meeting and Chair of the RO Forum Planning Committee (members consist of RO President-Elect, RO President, RO Past President, +/- one additional RO diplomate). Duties include:
  - a. Identify a keynote speaker for the RO Program.
  - b. Develop special sessions such as round table discussions, topic review, etc. for the RO Program. Identify individuals to participate in the special sessions.
  - c. Email the RO diplomates and residents to encourage attendance and participation at the Annual Meeting. Also, request input and ideas from RO diplomates for topics and speakers.
  - d. Assist the Executive Director in identifying financial contributors to support the RO program.
  - e. Communicate with the ACVR Annual Meeting Chair regarding scheduling days and times for the RO section of the Annual Meeting.
  - f. Free registration will be provided to the Annual Conference while serving as RO Forum Planning Chair.
5. Immediately prior to assuming the role as President (which will occur December 1 after serving 2 years as President-elect), the President-elect will be invited to attend the ACVR Executive Council meeting at the Annual Forum. The President-elect can choose to attend that meeting either in-person or remotely (via phone)

or may choose to communicate about the details of the meeting with the President at a later time.

6. As needed, assist the President and ACVR Executive Director with the ABVS report.
7. The RO President-elect, along with the RO President and Past-president, will discuss and nominate the next RO President-elect.

### **TERM OF SERVICE**

1. The RO President-Elect shall serve in his/her role for a term of 2 years.
2. He/she will become President after a 2-year term as RO President-Elect.
3. Following his/her term as RO President, he/she shall remain on the RO Council and RO Forum Planning Committee for an additional 2 years as Past-President.

### **ACVR Conflict of Interest and Whistleblower Policies, and the ACVR Principles of Community**

Annually, individuals serving in this position will complete the ACVR Conflict of Interest and Whistleblower Policies. These individuals agree to uphold [ACVR's Principles of Community](#) and agree that they are serving in this position as a representative of ACVR's needs and will use their voice to support the best interest of the ACVR membership on all matters.