

# **Bylaws of the Organization of Program Director Associations (OPDA)**

## **Article I Mission Statement**

OPDA represents program directors through their specialty societies with the goal of promoting excellence in graduate medical education in order to provide safe, high quality, equitable patient care that serves the public good.

## **Article II Goals and Objectives**

### OPDA Goals

- Improve the quality of resident and fellow education and training across specialties through engagement with organizations involved with graduate medical education.
- Represent program directors at a national level and provide the program director perspective on issues that impact graduate medical education.
- Promote communication and cooperation between program director specialty societies.
- Enhance the administrative operation of training programs and program director societies.
- Identify opportunities to develop the leadership skills and expertise of program directors.

OPDA Objectives to achieve these goals are:

- Identify one representative from each program director society for each specialty with an Accreditation Council for Graduate Medical Education (ACGME) Review Committee and/or American Board of Medical Specialties (ABMS) recognition. The representative should be a member of, or have a direct reporting responsibility to, the board of directors of the program director society and currently be or have recently served as a program director.
- Meet regularly for peer interaction, information sharing and collaborative problem solving regarding timely GME issues
- Collaborate with stakeholder organizations on issues germane to resident and fellow education and training.
- Appoint liaison representation to organizations that regulate and impact graduate medical education.

## **Article III External Engagement**

If a request for an organizational response from an external organization is sent out to all specialty societies, the OPDA Executive Committee will create the OPDA organizational response. For requests directed singularly to OPDA and not also sent to all residency program director specialty societies, e.g. to comment on governmental executive orders, the OPDA Executive Committee will write a draft statement and send it to the OPDA representatives electronically with an expectation that the statement will be shared with respective PD specialty society leadership for timely input. The final organizational statement will be written and approved by the OPDA Executive Committee.

## **Article IV Membership**

### Section 1- Eligibility

OPDA is a leadership consortium primarily consisting of the residency program director societies in each of the medical and surgical specialties including Transitional Year that are recognized by the ACGME and/or are recognized by an ABMS member board. One society for each specialty whose mission is to advance the administrative and educational activities of training programs in that specialty will be identified for membership in OPDA. These will be deemed as “Core” programs within OPDA.

Sub-specialty and fellowship societies are also eligible for OPDA membership as “Advanced” members. An eligible specialty, sub-specialty, or fellowship program director society will become a member of the organization by affirmative, unanimous vote of the Executive Committee. Sub-specialty and fellowship program director representatives are eligible to vote on issues that impact their training programs. Representatives from these Advanced programs may not hold office (Immediate Past Chair, Chair, Chair-Elect, or Secretary-Treasurer) but they are eligible to be elected to Member at Large positions on the Executive Committee.

When it is necessary to hold a vote, the Executive Committee may determine which components (Core, Advanced, or both groups) will participate in the vote based on the issue that is being addressed and the groups that are impacted.

### Section 2- Privileges and Responsibilities of OPDA Representatives

The representative of the member residency director society will exercise all privileges of membership, including the right to speak at meetings, vote, hold office, introduce items of business, serve on committees, and receive communication from the organization.

Each representative is expected to serve for at least a 2 year term, with the possibility of re-appointment and total length of service to be determined by their specialty society. There is an expectation of active participation in the bi-annual meetings, and appreciation that representatives have an opportunity through this organization to represent the program director voice at a national level.

### Section 3- Voting

For all matters coming before the organization requiring a vote, each member society shall have one vote. Voting will be performed electronically and anonymously. Measures, including the election of officers, will pass by a simple majority vote, except for proposed changes to the organizational bylaws, which will require a two thirds majority vote to be adopted.

## **Article V Meetings**

### Section 1- Meeting Frequency

There will be a meeting around the time of each semi-annual CMSS (Council of Medical Specialty Societies) meeting and other times as arranged by the Executive Committee.

### Section 2- Meeting Location

Meetings will ordinarily occur in conjunction with the Fall and Spring CMSS meetings, and may be virtual or in-person as decided on by the Executive Committee. Additional meetings may be scheduled as desired to provide an opportunity for timely group discussions.

### Section 3- Notice of Meetings

A written notice stating the specific location, date and hour of all meetings shall be delivered either by email to each member society office, and to the designated member society representative , not less than 45 days before the date of such meeting by the CMSS administrative liaison.

## **Article VI Executive Committee**

### Section 1- General Powers

The general powers and final authority to manage this organization shall rest with the OPDA representatives, acting on behalf of their program director specialty societies. The Executive Committee shall have the authority and responsibility to act for the organization between meetings of the membership.

### Section 2- Executive Committee

The five-person Executive Committee shall be composed of the following: Chair, Chair-Elect or Immediate Past Chair, Secretary-Treasurer, and two Members at Large. The CMSS Executive Director will appoint a staff member to act as administrative liaison to OPDA.

Representatives from Advanced programs are eligible for the position of Members at Large, but will not be eligible for the officer positions of Immediate Past Chair, Chair, Chair-Elect, or Secretary-Treasurer.

### Section 3- Officers and Term of Office

The Chair will serve a two year term of office. Upon completion of this term the Chair will become Immediate Past Chair.

The Immediate Past Chair will serve a term of one year and will rotate off of the Executive Committee at the completion of that year.

The Chair-Elect will be elected 1 year prior to the current Chair completing the term of office and will serve a one-year term that will begin at the time the Immediate Past Chair rotates off of the Executive Committee, keeping the Executive Committee membership at five members at all times. Upon completion of this term the Chair-Elect will become the Chair.

The term of office of the Secretary-Treasurer shall be one year. The Secretary-Treasurer may serve for a second term, for a maximum of 2 years.

The Members at Large shall each serve a 2 year term of office. Members at Large may serve for a second term, for a maximum of 4 years.

### Section 4- Quorum

A majority of the Executive Committee shall constitute a quorum for the transaction of business at any meeting of the Executive Committee.

### Section 5- Election of Officers

Officers will be chosen through a self-nomination process followed by an electronic general vote by the OPDA representatives, prior to the pertinent semi-annual OPDA meeting. A simple majority threshold will be required to elect new officers. In the case of a tie vote, the Executive Committee will have the authority to determine the final outcome.

### Section 6- Vacancies

With the exception of the position of Immediate Past Chair, any vacancy in any position of the Executive Committee shall be filled by the voting members of the organization at the next semi-annual meeting following the occurrence of the vacancy. A person elected to fill a vacancy of any of these positions shall be elected for any unexpired term of office of their predecessor plus a full term.

If a vacancy exists in the office of Immediate Past Chair then the election for Chair-Elect shall be held so as to complete the five person membership of the Executive Committee.

#### Section 7- Committees

Committees necessary or desirable to the mission of the organization may be designated by resolution adopted by vote of a majority of representatives. Committees may also be convened at the discretion of the Executive Committee.

#### Section 8 -Duties of Officers

The Chair shall preside at all meetings of the organization and the Executive Committee. The Chair -Elect or Immediate Past Chair shall preside at meetings in the absence of the Chair. The Secretary-Treasurer will be responsible for dues and budget, and for collating notes for distribution during OPDA meetings.

### **Article VII Amendments to Bylaws**

These bylaws may be altered or amended, and new bylaws may be adopted, by a two thirds majority vote.

### **Article VIII Miscellaneous Provisions**

#### Section 2- Annual Dues

The annual dues for membership shall be determined by the Executive Committee.

### **Appendix A: Member Societies as of 2021**

The following societies of program directors are currently OPDA members as of April 2021:

- Allergy and Immunology  
Allergy/Immunology Training Program Directors
- Anesthesiology  
Association of Anesthesiology Core Program Directors (AACPD)
- Colon and Rectal Surgery  
Association of Program Directors for Colon and Rectal Surgery (APDCRS)
- Dermatology  
Association of Professors of Dermatology (APD)
- Emergency Medicine  
Council of Residency Directors in Emergency Medicine (CORD)
- Family Medicine  
Association of Family Medicine Residency Directors (AFMRD)
- Internal Medicine  
Association of Program Directors in Internal Medicine (APDIM)
- Medical Genetics  
Association Of Professors Of Human Or Medical Genetics (APHMG)
- Nuclear Medicine  
Program Directors of the Academic Council of Society of Nuclear Medicine and Molecular Imaging (SNMMI)
- Neurological Surgery  
Society of Neurological Surgeons (SNS)
- Neurology  
Consortium of Neurology Program Directors of the American Academy of Neurologists (AAN-CNPD)

- Obstetrics and Gynecology  
Council on Residency Education in Obstetrics and Gynecology (CREOG)
- Ophthalmology  
Association of University Professors of Ophthalmology (AUPO)
- Orthopedic Surgery  
American Orthopedic Association (AOA) Council of Residency Directors (CORD)
- Otolaryngology  
Otolaryngology Program Directors Organization (OPDO)
- Pathology  
Pathology Residency Directors Society (PRODS), Association of Pathology Chairs (APC)
- Pediatrics  
Association of Pediatrics Program Directors (APPD)
- Pediatric Surgery  
Association of Pediatric Surgery Training Program Directors (APSTPD)
- Physical Medicine and Rehabilitation  
Association of Academic Physiatrists/Residency Program Directors Council (AAP)
- Plastic Surgery  
Association of Academic Chairs of Plastic Surgery (AACPS)
- Preventive and Occupational Medicine  
Joint Council of Preventive Medicine Residency Programs (JCPMRP)
- Psychiatry  
American Association of Directors of Psychiatric Residency Training (AADPRT)
- Diagnostic Radiology  
Association of Program Directors of Radiology (APDR)
- Interventional Radiology  
Association of Program Directors in Interventional Radiology (APDIR)
- Radiation Oncology  
Society Chairs Academic Radiation Oncology Department (SCAROP)
- Surgery  
Association of Program Directors in Surgery (APDS)
- Surgical Critical Care  
Surgical Critical Care Program Directors Society
- Thoracic Surgery  
Thoracic Surgery Directors Association (TSDA)
- Transitional Year  
Association for Hospital Medical Education and Council of Transitional Year Program Directors (CTYPD)
- Urology  
Society of Academic Urologists (SAU)

**Appendix B OPDA Executive Committee 2021-2022**

- Elise Lovell, Emergency Medicine (CORD). Chair
- Deborah Spitz, Psychiatry (AADPRT). Chair Elect
- Daniel Dent , Surgery (APDS)
- Julie McCausland, Transitional Year (CTYPD)
- David Wininger, Internal Medicine (APDIM)

Bylaws adopted by vote of OPDA representatives in May, 2021. Bylaws to be effective June 1, 2021.  
E. Lovell, MD