

STATE OF ALABAMA  
OPTOMETRIC SCHOLARSHIP AWARDS BOARD  
ADMINISTRATIVE CODE

CHAPTER 635-X-1  
ORGANIZATION OF THE BOARD

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635-X-1-.01      Ex Officio Members.

(1) Secretary of the Alabama Optometric Association who shall serve as chairman, or his designee.

(2) Dean of the University of Alabama School of Optometry, or his designee.

(3) Assistant Dean for Student Affairs at the University of Alabama in Birmingham School of Optometry.

(4) Two (2) community representatives appointed by the Governor of the State of Alabama.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §§34-22-60, et seq.

**History:** Filed September 7, 1984. **Amended:** Filed February 21, 2014; effective March 28, 2014.

635-X-1-.02      Elected Members.

One optometrist elected from each of six (6) of the component societies of the Alabama Optometric Association on a rotating basis.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §§34-22-60, et seq.

**History:** Filed September 7, 1984.

**635-X-1-.03      Term Of Office.**

(1) Ex officio members will serve for the term they hold the specified office.

(2) The elected representatives shall serve a term of four (4) years and be eligible for reelection. The terms of office are staggered so that two (2) district representatives from two (2) additional societies are elected to the Board every other year beginning in the fifth year of the program. The initial terms of office are: (a) two (2) optometrists being elected for a term of two (2) years; (b) two (2) optometrists being elected for a term of three (3) years; (c) two (2) optometrists being elected for a term of four (4) years.

(3) Each component society Of the Alabama Optometric Association shall determine the method and the time of electing its representative. Newly elected members of the Board will take office on May 1 of each year.

(4) The public members will serve at the pleasure of the Governor.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §§34-22-60, et seq.

**History:** Filed September 7, 1984.

**635-X-1-.04      Officers Of The Board.**

(1) Chairman: The secretary of the Alabama Optometric Association automatically becomes chairman of the Board when he assumes his office.

(2) Vice Chairman: A vice chairman shall be elected by a majority vote of the members of the Board present at an official meeting of the Board. The term of office shall be at the discretion of the Board.

(3) Treasurer: A treasurer shall be elected by a majority vote of the members of the Board present at an official meeting of the Board. The term of office shall be at the discretion of the Board.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §§34-22-60, et seq.

**History:** Filed September 7, 1984.

**635-X-1-.05      Duties Of Officers.**

(1) Chairman - The chairman is the ranking member of the Board and shall preside at all meetings. He shall be responsible for the agenda of each meeting. He shall sign all official documents, unless he delegates this authority to the vice chairman. He shall appoint the members of each permanent or ad hoc committee.

(2) Vice Chairman - The vice chairman shall preside at meetings when the chairman is absent. He shall assist the chairman in organizing the meetings and assembling information concerning the applicants for loans. He shall sign official documents as a representative of the Board when so delegated by the chairman. He shall assume any other duties assigned to him by the chairman.

(3) Treasurer - The treasurer shall be responsible for the disbursing of all funds appropriated to this Board. He shall be responsible for keeping accurate records of monies received and disbursed. He shall sign all checks and bank drafts against the account of the Board.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §§34-22-60, et seq.

**History:** Filed September 7, 1984.

**635-X-1-.06      Committees.**

(1) The Executive Committee: The executive committee shall be composed of the chairman of the Board, the vice chairman and the treasurer. The chairman shall act as the chairman of the committee. The committee is empowered to act for the Board during intervals between meetings. This committee will devise and supervise a system to administer the funds appropriated to support the Optometric Scholarship-Loan Program. The committee has the responsibility of enforcing the terms of the contract signed by each recipient.

(2) Committee on Approved Communities: This committee shall be made up of three (3) members of the Board appointed by the chairman. It shall be the duty of this committee to collect information on available optometric service and relevant conditions in communities which are under consideration for classification as repayment-with-service areas.

(3) Other Committees: The chairman may appoint additional permanent or ad hoc committees he deems necessary. All appointments to committees shall be for one (1) year, with each appointee eligible for reappointment.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §§34-22-60, et seq.

**History:** Filed September 7, 1984.

**635-X-1-.07      Meetings.**

(1) One annual meeting will be held each year.

(a) An annual meeting of award scholarships and loans to members of the incoming class matriculating in September shall be scheduled in the summer.

(2) Other Meetings:

(a) The chairman may call a meeting of the Board at any time he deems appropriate providing each member is given at least two (2) weeks prior notice.

(b) Special meetings of the Board will be called if a petition requesting such a meeting is signed by a majority of the Board members and presented to the chairman.

(3) A majority of the members of the Board (six) will constitute a quorum authorized to act in the name of the Board.

**Author:** Board of Optometric Scholarship Awards

**Statutory Authority:** Code of Ala. 1975, §§34-22-60, et seq.

**History:** Filed September 7, 1984. **Amended:** Filed October 14, 1994; effective November 18, 1994.

**635-X-1-.08      Reimbursement.**

(1) Board members and staff members of the Board will be reimbursed for travel to all meetings in accordance with state regulations for instate travel.

(2) Board members and staff members of the Board will be reimbursed for travel on official business of the Board in accordance with state regulations for instate travel.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §§34-22-60, et seq.

**History:** Filed September 7, 1984.