

ICA Medical Advisory Council Charter

The Interstitial Cystitis Association (ICA) Medical Advisory Council (MAC) consists of leaders in Interstitial Cystitis (IC) health care and research and provides the ICA with medical and scientific expertise to advance the ICA mission.

Authority

1. The MAC shall act only in an advisory capacity to the ICA Board of Directors (Board) and shall have no legal authority to bind or act for the ICA.

Membership

1. Interested individuals will apply to serve as MAC members. MAC members may not be directors or officers of ICA.
2. An ad hoc task force consisting of 3-4 Board members, including and led by the MAC liaison, will oversee the recruitment, vetting, and onboarding of interested and accepted MAC members.
3. The task force will make recommendations to the Board for MAC membership.
4. The Board will appoint members of the MAC.
5. The Board may fill vacancies on the MAC. The Board may remove a MAC member from the MAC at any time, with or without cause.
6. The MAC will consist of up to twenty (20) members. Attendance by one-third of the entire MAC shall constitute a quorum for the transaction of business.
7. The MAC will consist of a diverse group of health professionals and, at most, 50% urologists or urogynecologists.
8. MAC members will serve three-year terms, with up to three consecutive three-year terms allowed.
 - a. The task force will make recommendations to the Board for the reappointment of MAC members for a second or third three-year term.

Operations

1. A Board member will serve as the MAC liaison and provide a channel of communication among the MAC members, other Board members, and ICA staff.
2. There will be at least one meeting per fiscal year of the MAC.
 - a. In consultation with the Board, the MAC liaison will set the agenda for this meeting. The MAC liaison will attend the meeting, take minutes, and report to the Board about the meeting content.
 - b. Other Board members are also allowed/encouraged to attend.
3. The Board may periodically invite members of the MAC to join the Board at special events.
4. MAC members shall be subject to the ICA Confidentiality Policy and the ICA MAC Participation Agreement.
5. The ICA may include MAC member names and images in its internal and external communications, including its website, social media, and fundraising communications.

Responsibilities

1. Contribute advice and expertise to the current and future work of ICA.
2. Attend ICA events and fundraisers, where feasible.
3. Each MAC member will provide one piece of educational content (e.g., webinar, social media post, article, etc.) annually on a subject with which they have subject matter expertise. All educational content will be approved by the ICA Board (or appropriate committee) and may be used in webinars, social media posts, and articles.
4. MAC members are asked to contribute financially to the ICA at the level with which they feel comfortable.