



Approved: Board of Directors – 9/23/89
Revised: Board of Directors – 11/4/06

FACULTY EXPENSES AT AAD SPONSORED AND CO-SPONSORED INTERNATIONAL MEETINGS

The following criteria have been established for faculty expenses at AAD sponsored and co-sponsored international meetings:

1. Coach excursion class for the faculty participant only. Upgrades to business or first class are at the discretion of the faculty member who must also assume the cost for the upgrade.
2. Travel and lodging expenses to include:
 - a. Hotel accommodations, meals and incidental expenses for the length of the official program at the specific location where the physician has teaching responsibilities.
 - b. Meals, taxis, parking, tips and miscellaneous expenses associated with travel to the meeting location.
 - c. The faculty member has responsibility for expenses associated with optional participation in segments of the total travel program where he/she does not have teaching assignments.
 - d. All travel arrangements must be made through the official travel agent specified by the American Academy of Dermatology.
 - e. Registration fees for the educational program are waived.
 - f. Honorarium is provided to faculty participants.
3. The proposal will be evaluated by the Board of Directors for establishment or rejection of the proposed named lectureship or award.
4. Proposals may also be returned with recommendations for modification and re-submission.
5. On approval of a named lectureship or award proposal, an agreement with the donor(s) and the American Academy of Dermatology will be consummated, detailing the financial support, and terms and conditions of the lectureship or award.

FINANCIAL SUPPORT AND STIPEND PAYMENT

1. Generally, the stipend for the named lectureship or award will include an honorarium plus payment of the awardee's expenses to attend the Annual or Summer (ACADEMY) Meeting at which the award or lecture will be given.
2. Interest earned on the corpus shall be used to pay honoraria, travel expenses, and administrative expenses associated with the lectureship or award. Any unused funds will be added to the corpus.
3. In the event that the interest earned on the corpus is insufficient to support expenses associated with the lectureship or award, then contributions in addition to the corpus contributions may be made until such time that the fund becomes self-supporting.
4. The Board of Directors, at its option, may terminate the lectureship or award if the corpus holds insufficient funds to cover honoraria and expenses.

LECTURESHIP/AWARD TERM

1. All named lectureships and awards shall exist for an indefinite period of time.
2. At the end of the term, the Board of Directors may either renew the lectureship/award for another specified term or discontinue the lectureship/award.
3. At the conclusion of the named lectureship/award term, the corpus and its earnings will be allocated at the discretion of the American Academy of Dermatology Board of Directors.
4. The Board of Directors, in its discretion, may waive any provision in these guidelines.