

IOWA SOCIETY OF RADIOLOGIC TECHNOLOGISTS

Bylaws

The Iowa Society of Radiologic Technologists an
Affiliate of the American Society of Radiologic
Technologists

September 15, 1989 September 16, 1994 Revised. May 1,
1999

BYLAWS OF THE IOWA SOCIETY OF RADIOLOGIC
TECHNOLOGISTS AN AFFILIATE OF THE AMERICAN SOCIETY OF
RADIOLOGIC TECHNOLOGISTS

CHAPTER I

The name of this Society shall be THE IOWA SOCIETY OF RADIOLOGIC TECHNOLOGISTS, hereinafter referred to as the Society.

CHAPTER II

GOVERNING BODY

The American Society of Radiologic Technologists shall be the governing body. Problems requiring counsel shall be submitted to the American Society of Radiologic Technologists through the executive office.

CHAPTER III

PURPOSES AND FUNCTIONS SECTION 1:

PURPOSES

The purposes of this Society shall be to advance the science of radiologic technology, to assist in establishing and maintaining high standards of education and training, to elevate the quality of patient care, and to improve the welfare and socioeconomics of radiologic technologists. These purposes shall not be restricted by any consideration of nationality, race, color, sex or creed.

SECTION 2: FUNCTIONS

- (a) To provide meetings at which to transact Society business, to present scientific papers, to carry on educational activities, to discuss professional problems; to encourage similar programs among organizations affiliated with the Society.
- (b) To publish and disseminate information pertinent to the conduct of the Society or the profession.
 - (c) To assist in establishing and enunciating high standards of education and training and to implement them through appropriate channels.
 - (d) To stimulate and encourage research designed to provide the knowledge needed to assure increasingly efficient patient care.
 - (e) To expand educational opportunities and to develop programs designed to broaden the scope of technological service.
 - (f) To enunciate policies concerning the professional status, legislative activity, and the welfare of its members.
- (g) To cooperate with external organizations or agencies whose policies are not in conflict with those of The American Society of Radiologic Technologists, as may be necessary to maintain continued progress and growth of the Society.

CHAPTER IV POLICIES

SECTION 1: This Society shall be noncommercial, nonsectarian, and nonpartisan. No commercial enterprise nor any candidate for public office shall be endorsed

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by it. Neither the name of the Society nor any of its officers in their official capacities shall be used in connection with a commercial company or with any partisan interest, or for other than regular functions of the Society.

SECTION 2: A member who is without qualifications, entitling him to practice as a physician or surgeon shall not accept patients for diagnostic or therapeutic procedures except under direct ethical supervision.

CHAPTER V MEMBERSHIP

SECTION 1: The membership of this Society shall consist of active members, inactive members, associate members, student members, life members, honorary members, and supporting members. All candidates for membership, except inactive, life and honorary members, shall submit the prescribed application form properly completed, together with required fees, and shall furnish additional information as may be required.

SECTION 2: Active members shall be those radiologic technologists who hold active membership in The American Society of Radiologic Technologists. They shall have the privilege to vote and hold office.

SECTION 3: Inactive members shall be former members who are no longer actively engaged in the field of radiologic technology and who have applied for inactive status. They shall have all the privileges and obligations of members except the right to vote and hold office.

SECTION 4: Associate members shall be those persons actively practicing the art and science of radiologic technology, and who are not active members of The American Society of Radiologic Technologists. They shall have all the privileges and obligations of active members except the right to hold office.

SECTION 5: Student members shall be those students who are enrolled in a CAHEA approved educational program in one of the radiology modalities. Student members shall have all the privileges and obligations of members, except the right to vote and hold office.

SECTION 6: Life members shall be members who have rendered unusual service to the Society. Life members shall be selected by a majority vote at a regular meeting, upon a unanimous recommendation of the Board of Directors. They shall pay no dues and have all the privileges and obligations of members.

SECTION 7: Honorary members shall be those persons who, because of the interest they have evidenced in the activities and aims of this Society, the Society wishes to honor. Honorary members shall be chosen by a majority vote at a regular meeting of the Society,

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_upon a unanimous recommendation of the Board of Directors. They shall pay no dues and shall have all the privileges and obligations of members except the right to vote and hold office.

SECTION 8: Supporting members shall be those persons who are interested in promoting the purposes and functions of this Society, but who are not eligible for active, inactive, associate or student membership. They shall have all the privileges and obligations of members except the right to vote and hold office.

SECTION 9: No member who is in arrears for dues shall vote or hold office or shall be entitled to receive reports of the transactions of the Society. It shall be the duty of the Executive Secretary to erase from the rolls of membership the name of any person who is in arrears for more than ninety (90) days. Any member dropped from the rolls for nonpayment of dues may be reinstated only upon applying for reinstatement and payment of the dues for the year in which he is reinstated and a reinstatement fee not to exceed an amount equivalent to the annual dues.

SECTION 10: Any member may resign from membership in the Society by making application to the Executive Secretary, providing all dues or other indebtedness to the Society have been paid. Any member who has resigned in good standing may be reinstated after paying the reinstatement fee of \$5.00 and the dues for the year in which he is reinstated.

SECTION 11: Charges aimed at the expulsion of an individual in any category shall be submitted in writing by at least two members to the Board of Directors, who will investigate the charges and render a decision within ninety (90) days. If, in their judgement, the charges are sufficient, the individual shall be advised of the charges, and shall have the right to submit a written defense or appear, either in person or by means of an authorized representative, before a meeting of the Board of Directors of which he has been notified at least twenty (20) days in advance. If in the unanimous opinion of the Board of Directors, a satisfactory defense has not been made, the Board of Directors shall have the right to terminate the membership. The name of the individual expelled, and the reasons therefore, shall be forwarded to the Board of Directors of the American Society of Radiologic Technologists.

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CHAPTER VI MEMBERSHIP FEES

SECTION 1: The application fee for active, associate, and supporting members shall be uniform and of such amount as is required by the Society. This fee shall in no case exceed \$5.00. In the case of the student member, the fee may be waived.

SECTION 2: The amount of the application fee and

annual dues shall be determined by a majority of the votes cast by the members, consistent with the provisions of Section 1 of this chapter. Notice of such vote shall be given to the members at least thirty (30) days in advance.

CHAPTER VII VOTING PROCEDURE

SECTION 1: Election of officers shall be by plurality secret ballot at an annual meeting. Official printed ballots shall be used, with space provided for write-in candidates in all categories. The tally of the vote shall be announced to the assembly and those candidates receiving the largest number of votes in each category shall be declared elected. In the case of a tie for the most votes, a run off vote shall be conducted between the two candidates receiving the most votes. If a tie occurs when only two candidates are running, the election shall be decided with a toss of a coin. The ballots shall be retained by the secretary for thirty (30) days and then destroyed if no challenge is made to the election.

SECTION 2: A voting member who is unable to attend the annual meeting may request an absentee ballot from the Executive Secretary. Instructions for use shall accompany the absentee ballot mailed to the member.

SECTION 3: Voting procedures for all other matters of business shall be governed by the rules of procedure adopted for each annual meeting. Situations not therein addressed shall be governed by Robert's Rules of Order.

CHAPTER VIII OFFICERS

SECTION 1: All officers of the Society shall be active members and employed in the field of radiologic technology.

SECTION 2: The officers of the Society will be: President, President-Elect, First Vice President, Second Vice President, Secretary and such additional officers as are recommended by the Board of Directors, and ratified by the membership. The duties normally performed by the Treasurer shall be per formed by the Executive Secretary.

SECTION 3: All officers shall serve for a term of one year or until their successors have been appointed or elected. The Secretary may be elected for a two year term upon recommendation of the Board of Directors and majority vote by the membership. All officers shall surrender to their successors all records and properties belonging to the Society. All officers may be reelected.

SECTION 4: A nominating committee of three or more members shall be appointed within thirty (30) days

following the date of the annual meeting. The committee shall satisfy itself that all candidates have the proper credentials and are willing to serve if elected. The committee members shall be appointed by the President from the current or past officers of the Society.

SECTION 5: The report of the nominating committee shall be submitted to the Board of Directors and then to the membership in time to facilitate absentee voting.

SECTION 6: The newly elected officers shall be installed into office under the direction of the Board of Directors.

CHAPTER IX DUTIES OF OFFICERS

SECTION 1: The President shall preside at all meetings of the Society and perform all duties consistent with his office; shall be ex-officio member of all committees, except the nominating committee; and shall appoint committees unless otherwise provided in the bylaws.

SECTION 2: The President-elect shall become familiar with the activities of the Society and shall make all preparations necessary for elevation to the office of President.

SECTION 3: The First Vice President shall be familiar with all of the duties of the President, and in the absence of the President shall assume the duties of the President.

SECTION 4: In the absence or inability of the President or First Vice President to act, the senior Past President in attendance shall call the meeting to order and preside until a temporary chair can be elected.

SECTION 5: The Second Vice President shall be responsible for public relations and membership communications.

SECTION 6: The Secretary shall keep a correct and permanent record of the activities of the Society, conduct correspondence, and perform all duties that usually and customarily pertain to the office of Secretary.

CHAPTER X EXECUTIVE SECRETARY

SECTION 1: The Executive Secretary shall be appointed by the Board of Directors and shall receive remuneration as established by the Board of Directors, consistent with duties performed.

SECTION 2: The individual appointed as Executive Secretary shall have had sufficient experience with the Iowa Society of Radiologic Technologists to be familiar with the history, goals, procedures and functions of the Society; shall have an appropriate background,

including experience in some form of accounting or bookkeeping; shall be able to demonstrate capabilities, honesty and responsibility by furnishing references of employment and character verification. The Board of Directors shall satisfy itself that these qualifications are met.

SECTION 3: DUTIES: The Executive Secretary shall keep a correct and permanent record of the membership, shall receive and keep funds of the Society and shall payout same only according to the direction of the Board of Directors; shall provide membership and financial reports as required; shall attend all official meetings of the Society, and perform other duties as determined by the Board of Directors.

CHAPTER XI THE BOARD OF DIRECTORS

SECTION 1: (a) The Board of Directors shall be composed of the President, President-Elect, First Vice President, Second Vice President, Secretary, the two immediate past presidents, and the elected Presidents of the active Iowa Society of Radiologic Technologists Districts. The Chair shall be the President.

(b) Additional directorships may be established by a ballot of the voting members of the Society. Such directors shall serve for a period of one year and shall not succeed to the chair.

(c) Vacancies shall be filled in accordance with Chapter XIV, Section 2.

SECTION 2: Members of the Board of Directors shall be active members of The Iowa Society of Radiologic Technologists.

SECTION 3: The responsibilities of the Board of Directors shall be:

(a) To provide for the audit of the books and accounts of the Society.

(b) To control all funds and/or properties of the Society.

(c) To change the dates or location of the annual meeting if found advisable and, in the case of state or national emergency, to cancel the annual meeting and to provide for the election of officers.

(d) To employ such personnel as may be necessary to conduct the business of the Society.

(e) To determine the number and boundaries of the affiliated districts.

SECTION 4: The Board of Directors shall hold at least four (4) meetings per year.

SECTION 5: A quorum for meetings of the Board of Directors shall consist of five (5) voting members and shall include at least two (2) Officers and two (2) District Presidents.

CHAPTER XII MEETINGS

SECTION 1. Number of Meetings:

- (a) The Society shall hold an annual meeting each year.
- (b) District societies shall hold at least four (4) meetings each year

SECTION 2: Special Meetings:

Special meetings of the Society may be called at such time and place as may be designated by the Board of Directors A majority of this group shall constitute sufficient authority. Members shall be notified at least fifteen (15) days in advance of such meetings, together with a statement of the business to be transacted at a special meeting.

SECTION 3: Annual Meeting

The site of the annual meeting shall be decided by a majority vote during an annual business session.

SECTION 4: Exhibits:

Exhibits submitted for competition at the meetings of the Society shall be confined to work done by student and radiologic technologists membership and to materials and apparatus used in their preparation, or in connection with papers presented at the meeting.

Commercial exhibits for educational purposes may be displayed at the discretion of the Board of Directors.

CHAPTER XIII COMMITTEES

SECTION 1: The Board of Directors shall establish committees as deemed necessary to aid the Society in carrying on its activities. Such committees shall be responsible to the Board of Directors and may be altered or eliminated at any time by the Board of Directors.

SECTION 2: The President shall appoint the members of the committees unless in conflict with other sections of the bylaws.

CHAPTER XIV VACANCIES SECTION 1: A vacancy in any committee shall be filled by appointment by the President.

SECTION 2: A vacancy in the Board of Directors shall be filled by an appointment unanimously agreed upon by the President and the remaining members of the Board of Directors to complete the unexpired term. A vacancy of either Past President shall be filled by appointment of a previous Past President.

SECTION 3: A vacancy in any elective office except the office of President and President-Elect shall be filled

by appointment by the Board of Directors. A vacancy in the office of President shall be filled by the First Vice President. A vacancy in the office of President-Elect shall remain vacant until the next annual meeting when a President shall be elected in the manner provided in these bylaws.

CHAPTER XV QUORUM

SECTION 1: A quorum for any meeting shall be established by a vote of the members registered at an annual meeting. Such quorum shall not be less than twenty-five percent (25%), of the voting members registered at the meeting, and shall include not less than two (2) officers.

CHAPTER XVI PROCEDURES

SECTION 1: The rules contained in Robert's Rules of Order Newly Revised shall govern this Society in all cases to which they are applicable and in which they are consistent with these bylaws.

SECTION 2: The following shall be the order of business unless otherwise ordered by the assembly.

- (a) Call to Order
- (b) Disposal of Minutes
- (c) Reports of Officers
- (d) Reports of Committees
- (e) Appointment of Committees
- (f) Unfinished Business
- (g) New Business
- (h) Elections
- (i) Selection of Meeting Place (j) Adjournment

CHAPTER XVII DISTRICT ORGANIZATIONS POWERS AND PRIVILEGES

SECTION 1: The number of district organizations and the boundaries thereof shall be determined by the Board of Directors of the state society.

SECTION 2: Officers:

(a) A President, Vice President and Secretary- Treasurer shall be elected by the membership of each district. The office of Secretary-Treasurer may be divided into two offices. The office of President-Elect may be established if necessary or applicable.

(b) All officers shall hold membership in The Iowa Society of Radiologic Technologists. The President must be an active member of the Iowa Society of Radiologic Technologists.

(c) The district shall establish by a majority vote at a regular meeting such voting procedures as best meet the needs of the district and are applicable to the business conducted.

(d) All officers shall serve for a term of one year, or until their successors have been appointed or elected and assumed office. They shall surrender to their successor all records and properties belonging to the district. All officers may be elected for not more than two successive terms.

(e) All officers shall be free from any pecuniary charges on the books of the Society.

SECTION 3: Membership:

(a) Membership in the district shall be active, associate, and student membership.

(b) Associate and student members may have the privilege of voting at district meetings and may hold office, other than the office of President and Vice President, in the district. Representatives of manufacturers and distributors of equipment or supplies may not vote or hold office.

SECTION 4: The method of payment of dues may be decided by the Board of Directors of the affiliate society concerned.

SECTION 5:

(a) The district organization shall have control over its treasury. Disbursements from the district treasury shall be made upon authority of a majority of the district officers.

(b) A district Board of Directors may be established by a vote of the district membership. Its composition and the duties shall be consistent with, but not necessarily identical to those specified in Chapter X of these bylaws.

SECTION 6: The district President may appoint such other committees as are necessary to promote the activities of the district.

SECTION 7: District organizations shall hold at least four meetings, but preferably eight, each year. Ten percent (10%) of the membership, including two officers, shall constitute a quorum.

SECTION 8: The Iowa Society of Radiologic Technologists shall not be responsible for any debts or utterances made by any district organization.

CHAPTER XVIII AMENDMENTS

SECTION 1: (a) Amendments to these bylaws may be made by a two-thirds vote at any annual meeting of

The Iowa Society of Radiologic Technologists. Notice of such proposed amendment must be sent to all voting members at least thirty (30) days prior to the time of voting.

SECTION 2: Amendments to these bylaws which are not in conflict with the bylaws contained herein may be made by a two-thirds vote at any business meeting of this Society or in accordance with the voting procedure adopted by the Society.

Notice of such amendments shall be sent to all voting members at least fifteen (15) days prior to the time of voting.

CHAPTER XIX DISSOLUTION

SECTION 1: In the event of dissolution or final liquidation of the Society, all of its assets remaining, after payment of its obligations shall be distributed to and among such corporations, foundations, or other organizations organized and operated exclusively for scientific and educational purposes, consistent with those of the Society, as shall be designated by the Board of Directors.

CHAPTER XX

SECTION 1: All provisions of these bylaws shall apply except when in conflict with state or federal laws respecting nonprofit corporations.