

## BYLAWS OF THE ILLINOIS STATE SOCIETY OF RADIOLOGIC TECHNOLOGISTS

### ARTICLE I: NAME

The name of this organization shall be the Illinois State Society of Radiologic Technologists, hereinafter referred to as the Society.

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### ARTICLE II: CHARTER AFFILIATE

The Society is a charter affiliate of the American Society of Radiologic Technologists (ASRT). If guidance is needed, inquiries may be submitted to the ASRT through the executive office.

### ARTICLE III: PURPOSES & FUNCTIONS

The Society is the professional organization that represents the radiologic sciences in the State of Illinois. The purpose of the Society shall be to advance the ~~professions of radiation and imaging disciplines and specialties~~ profession of medical imaging and radiation therapy; to maintain high standards of education; to enhance the quality of patient care; and to further the welfare and socioeconomics of radiologic technologists. The activities directed toward this purpose include:

1. Initiating cooperative efforts to provide high quality continuing education for professionals in all areas of radiologic sciences.
2. Increasing public awareness of issues related to radiation health and safety.
3. Supporting health care initiatives and legislative activities directed at improving the standard of patient care.
4. Maintaining open lines of communication with health care institutions, physicians, and professionals with mutual interests.
5. Promoting career advancement and career opportunities in the radiologic sciences.
6. Supporting the long term health and well-being of the radiologic sciences.

**Commented [EL1]:** Rationale: Amend Article III to comply with ASRT terminology

### ARTICLE IV: MEMBERSHIP

#### Section 1: Policies

- A. The Society is committed to equal opportunity and nondiscrimination in all programs and activities. No one shall be denied opportunities or benefits on the basis of age, sex, color, race, creed, national origin, religious persuasion, marital status, sexual orientation, gender identity, military status, political belief or disability.
- B. The name of the Society or any of its Board of Directors or its staff, in their official capacities, shall not be used in connection with a corporate company for other than the regular functions of the Society.

#### Section 2: Qualifications

The membership of this Society shall consist of active members, associate members, student members, life members, emeritus members, and retired members. All candidates for membership shall submit the prescribed application form properly completed, together with the required fees, and shall furnish any additional information as may be required.

#### Section 3: Categories

- A. **Active members** are those who are registered or certified by the American Registry of Radiologic Technologists (R.T. or R.R.A., ARRT) or its equivalent in a primary modality by certification agencies recognized by the ASRT or hold an unrestricted license in medical imaging or radiation therapy under state statute. They shall have all rights, privileges and obligations of membership

**Commented [EL2]:** Rationale: All amendments in Article IV are to comply with ASRT terminology.

including the right to vote, debate, hold office and serve as a delegate in the ASRT House of Delegates.

- B. **Associate members** shall be persons who hold Illinois limited radiography accreditation; graduates from accredited ~~R.T. programs~~ primary medical imaging or radiation therapy programs or programs in an accredited institution accepted by certification agencies recognized by the ASRT, who are not yet ~~ARRT certified~~ registered in a primary modality; or, those who are or have been employed in the technical, educational, managerial or corporate aspects of the medical imaging ~~or~~ and radiation therapy profession and do not qualify for active membership. They shall have all the privileges and obligations of active members except to vote, hold office or serve as a delegate in the ASRT House of Delegates.
- C. **Student members** shall be those who are enrolled in ~~a~~ primary medical imaging or radiation therapy programs ~~accredited by a Joint Review Committee or regional accrediting agency~~. Eligibility for ~~renewal in this category~~ student membership shall terminate upon completion of or discontinuation in the initial educational program. Student members shall have all the privileges and obligations of active members except to hold office.
- D. **Life members** shall be members who have rendered exceptional 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 shall have all the privileges and obligations of active members.
- E. **Emeritus members** shall be those persons who have maintained membership in the society for a minimum of ten (10) consecutive years prior to application and who have retired from employment in healthcare. Emeritus members shall have all the privileges of active members except to hold office or serve as a delegate in the ASRT House of Delegates. The member must apply in writing to the Board of Directors for consideration of Emeritus status. They pay reduced membership dues as determined by the Board of Directors. The Emeritus member must renew their membership annually. Emeritus members shall receive a reduced level of membership products and services as determined by the Board of Directors of the Society. Emeritus members shall incur reduced annual conference registration fees as determined by the Board of Directors of the Society. No new members shall be inducted into this category after July 1, 2010.
- F. **Retired members** shall be those who have retired from healthcare and ~~have retirement status~~ or hold a certificate of recognition ~~from the American Registry of Radiologic Technologists (ARRT) or equivalent from a certification agency recognized by the ASRT~~, or who meet Social Security Administration requirements for retirement. Retired members shall have all the privileges of active members except to hold office or serve as a delegate in the ASRT House of Delegates. Retired members shall pay reduced dues/fees and receive reduced levels of membership products and services as determined by the Board of Directors.

#### **Section 4: Membership Fees**

- A. The application fee for active and associate members shall be uniform and of such amount as is required by the Society.
- B. Dues for all members, established by the Board of Directors, require adoption by a two-thirds (2/3) vote of the voting members at the annual conference. Notice of such must be given to the membership at least thirty (30) days in advance of the vote.
- C. 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. Any member in arrears for more than 90 days will be erased from the rolls of membership.

#### **Section 5: Resignation**

Any member shall have the right to resign by written communication to the Society.

#### **Section 6: Suspension and Expulsion**

Any member may be suspended or terminated for cause. Sufficient cause for such suspension or termination of membership shall be a violation of the Bylaws or any lawful rule or practice duly adopted by the Society or any other conduct prejudicial to the interests of the Society.

- A. If the Board of Directors deems the charges to be sufficient; the person charged shall be advised in writing of the charges.

- B. A statement of the charges shall be sent by certified or registered mail to the last recorded address of the member at least twenty (20) days before final action is taken.
- C. The statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered.
- D. The member shall have the opportunity to appear in person and be represented by counsel to present any defense to such charges before action is taken.
- E. Suspension or expulsion shall be by two-thirds (2/3) vote of the entire membership of the Board of Directors.

**Section 7: Reinstatement**

A member who has resigned or whose membership has been deleted from the Society for other reasons may be reinstated only upon reapplication and payment of the dues and application fee for the year in which he is reinstated.

**ARTICLE V: ELECTIONS**

**Section 1: Nominations**

- A. A nominating committee shall be appointed by the Board of Directors within thirty (30) days following the date of the annual conference.
- ~~B. The committee shall satisfy itself that all candidates have the proper credentials. If candidates are not present they must indicate, in writing, willingness to serve if elected.~~
- B. Nominations may be submitted to the secretary of the ISSRT by any Society voting member during the period from September 1 through November 30. ~~Nominations will also be accepted from the floor during an annual conference business meeting.~~
- C. The nominating committee shall be responsible for preparation of the final ballot including verifying that all candidates have the proper credentials and are willing to serve if elected
- D. The nominating committee shall be responsible for validating election results and notifying the candidates of such results prior to their being released to the membership.

**Section 2: Balloting**

- A. Ballots shall be made available to the voting members beginning January 1<sup>st</sup>. Ballots shall be cast no later than January 31<sup>st</sup>.
- B. The President-Elect, Vice President, Secretary, Treasurer, or any other officer, advisor, or delegate shall be elected by a plurality majority vote of the voting members. ~~present at an annual conference business meeting.~~
- C. A "tie" vote shall be decided by lot.
- D. Election results shall be posted on the ISSRT website by March 1<sup>st</sup>.

**ARTICLE VI: OFFICERS**

The officers of the Society shall be: President, President-Elect, Vice President, Secretary, Treasurer, and such additional officers as are recommended by the Board of Directors, and ratified by the membership.

**Section 1: Qualifications**

All officers shall be active members with both the Society and the American Society of Radiologic Technologists. The President, Vice President, and President-Elect shall be employed at least 12 of the preceding 48 months in the medical imaging ~~or~~ and radiation therapy profession.

**Section 2: Eligibility**

Officers, who meet eligibility requirements at the time of assuming office, shall be permitted to complete the term, even though employment status may change.

**Commented [EL3]:** Rationale: Amend Article V, Sections 1 & 2 to:  
 - define the responsibilities of the nominating committee  
 - establish a timeline in preparation for electronic voting  
 - define the procedure to elect officers, ASRT delegates and regional advisors.

**Commented [EL4]:** Rationale: Amend Article VI, Section 1 to comply with ASRT terminology

**Section 3: Terms**

- A. The Vice President, Secretary and Treasurer shall serve for a term of one year or until their successors have been appointed or elected. ~~The Secretary and/or Treasurer may be elected for a two-year term upon recommendation of the Board of Directors and ratification by the membership.~~
- B. The President-Elect shall serve for a term of one (1) year as President-Elect, one (1) year as President and one (1) year as immediate Past President/Chairman of the Board.
- C. All officers shall surrender to their successors all records and properties belonging to the Society.
- D. All officers, except the President-Elect, may be re-elected.
- E. The newly elected officers shall be installed into office under the direction of the Board of Directors.

**Commented [EL5]:** Rationale: Amend Article VI, Section 3 to remove the option of two year terms.

**Section 4: Responsibilities**

- A. **President:**  
The President shall preside at all meetings of the Society and perform all duties consistent with the office. The President shall be an ex-officio member of all committees, except the nominating committee. The President shall appoint committees unless otherwise provided in the bylaws. The President shall serve as an alternate delegate to the ASRT House of Delegates.
- B. **President-Elect:**  
The President-Elect shall become familiar with the activities of the Society and shall make all preparations necessary for his elevation to the office of President. The President-Elect ~~may shall~~ serve as an alternate delegate to the ASRT House of Delegates ~~if the President is unable to serve.~~
- C. **Vice President:**  
The Vice President shall become acquainted with all of the duties of the President. In the absence of the President, the Vice President shall assume the duties of the President.
- D. **Secretary**  
The Secretary shall keep the minutes, conduct correspondence and perform all duties that usually and customarily pertain to the office.
- E. **Treasurer:**  
The Treasurer shall receive and keep funds of the Society and pay out same only upon order of the Board of Directors. At the time of the annual conference, the Treasurer shall make a full financial report which shall be incorporated with the minutes.

**Commented [EL6]:** Rationale: Amend Article VI, Section 4 to comply with ASRT requirement to identify 2 alternate delegates

**Section 5: Vacancies**

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- A. A vacancy in the office of President shall be filled by the Vice President.
- B. A vacancy in the office of President-Elect shall remain vacant until the next ~~election, annual conference when~~ ~~at which time~~ the office of President shall be ~~elected~~ ~~included on the ballot.~~
- C. A vacancy in any other elective office shall be filled by an appointment unanimously agreed upon by the President and the remaining members of the Board of Directors.

**Commented [EL7]:** Rationale: Amend Article VI, Section 5 to allow for electronic voting to elect a President should a vacancy occur in the office of President Elect.

**Section 6: Censure, Reprimand and Removal**

Any officer may be censured, reprimanded or removed from the office for dereliction of duty or conduct detrimental to the Society. Such action may be initiated when the Board of Directors receives formal and specific charges against an officer.

- A. If the Board of Directors deems the charges to be sufficient; the person charged shall be advised in writing of the charges.
- B. A statement of the charges shall be sent by certified or registered mail to the last recorded address of the officer at least twenty (20) days before final action is taken.
- C. The statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered.
- D. The officer shall have the opportunity to appear in person and be represented by counsel to present any defense to such charges before action is taken.
- E. Censure, reprimand or removal shall be by two-thirds (2/3) vote of the remaining membership of the Board of Directors.

## **ARTICLE VII THE BOARD OF DIRECTORS**

### **Section 1: Composition**

- A. The Board of Directors shall be composed of the officers, regional advisors, Society delegates, immediate past president, and an appointee by the Chicago Area Radiation Therapists (CART). The immediate past president shall serve as chairman of the Board of Directors.
- B. Additional directorships may be established by a vote of the voting members. Such directors shall serve for a period of one (1) year and shall not succeed to the chairmanship.
- C. The Executive Committee of the Board of Directors shall consist of the Chairman of the Board, President, Vice President, and President-Elect.
- D. No member of the Board may hold more than (1) one position for the same term of office.

### **Section 2: Qualifications**

Members of the Board of Directors shall be active members of the Society and the ASRT.

### **Section 3: Responsibilities**

The Board of Directors shall:

- A. Be vested with the responsibility of the management of the business of the corporation.
- B. Provide for the audit of the books and accounts.
- C. Control all funds and/or properties.
- D. Change the dates or location of the annual conference if found advisable and, in the case of state or national emergency, to cancel the annual conference and to provide for the election of officers.
- E. Contract such personnel as may be necessary to conduct the business of the Society.
- F. Determine the number and boundaries of designated geographic regions within the State.
- G. Fill officer vacancies.
- H. Fulfill requirements of ASRT regarding annual renewal, including documentation of corporate existence and proof of current IRS tax-exemption status and documentation of appropriate tax returns being filed with the IRS in the prior year.

### **Section 4: Vacancies**

A vacancy in the Board of Directors, except for the offices of President and President-Elect which shall be filled as defined in Article VI, Section 5, 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.

### **Section 5: Meetings**

- A. The Board of Directors shall meet at least four times per year or as many times as necessary to conduct the business of the society, including the pre and post annual conference board meetings.
- B. Meetings of the Board may be held by teleconference, at the discretion of the Chairman. Members of the Board shall each pay their own costs associated with participating in a teleconference, although the Society may pay set-up costs or other administrative costs of holding a special meeting by teleconference. Standing rules specific to meetings held by teleconference may be adopted by the Board. The Secretary shall be responsible for preparing minutes of all meetings conducted via teleconference.
- C. The Executive Committee shall be permitted to meet via teleconference using the same rules as those used by the Board of Directors.
- D. The President, or a majority of the members of the Board of Directors, upon written request to the chairman of the Board, may call a special meeting, provided a fifteen (15) day notice to all Board members is given.

### **Section 6: Quorum**

A majority of the Board of Directors' members shall constitute a quorum for all meetings.

### **Section 7: Censure, Reprimand and Removal**

Any Board member may be censured, reprimanded or removed from the position for dereliction of duty or conduct detrimental to the Society. Such action may be initiated when the Board of Directors receives formal and specific charges against a Board member.

- A. If the Board of Directors deems the charges to be sufficient, the person charged shall be advised, in writing, of the charges.
- B. A statement of the charges shall be sent by certified or registered mail to the last recorded address of the Board member at least twenty (20) days before final action is taken.
- C. The statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered.
- D. The Board member shall have the opportunity to appear in person and be represented by counsel to present any defense to such charges before action is taken.
- E. Censure, reprimand or removal shall be by two-thirds (2/3) vote of the remaining membership of the Board of Directors.

**ARTICLE VIII: REGIONS/REGIONAL ADVISORS**

**Section 1: Authorizations**

- A. Regions are the recognized, organized areas within the state. Regions may be formed by majority vote of the Board of Directors.
- B. A region may be terminated by the Board of Directors or by a majority vote of the members of the region.
- C. The Society shall not be responsible for any debts, actions or statements made by, or on behalf of, any region.

**Section 2: Regional Advisors**

- A. Regional advisors are registered technologists elected from the region in which they are employed or reside.
- B. They shall be active members in the Society and the ASRT.
- C. Regional advisors shall be elected by a ~~majority~~ **plurality** vote of the voting members. ~~present at an annual conference business meeting.~~
- D. A regional advisor shall serve a term of two years and may be re-elected.
- E. It shall be the duty of the regional advisors to encourage and assist in fostering such activities as will be of general interest and benefit to radiologic technologists. They shall also otherwise advise, assist and counsel radiologic technologists in their region in regard to professional matters, acting as official representatives of the Society.

**ARTICLE IX: SOCIETY DELEGATES TO THE ASRT HOUSE OF DELEGATES**

**Section 1: Delegates**

- A. Two Society delegates shall be elected by a ~~majority~~ **plurality** vote of the voting members of the Society. The President ~~or~~ **and** President-Elect shall serve as ~~an~~ **alternate delegates**.
- B. The Society shall submit to ASRT the names of the Society delegates and alternate delegates by the last business day of January or the Society delegate positions shall remain open until after the ASRT House of Delegates' meeting.
- C. The Society has the power to remove delegates in accordance with the requirements of Article IX, Section 7.

**Section 2: Qualifications**

- A. A delegate shall show proof of continuing education.
- B. A delegate shall be a voting member of the ASRT and the Society for two (2) years immediately preceding nomination.
- C. A delegate shall have served as an officer, or on the Board of Directors or as a committee member in the Society.
- D. A delegate shall practice in the medical imaging ~~or~~ **and** radiation therapy professions or health care.
- E. A delegate may serve concurrently on the board of any national medical imaging or radiation therapy certification or national accreditation agency.
- F. A delegate shall have the time and availability for necessary travel to represent the ASRT.

**Commented [EL8]:** Rationale: Amend Article VIII and its descriptor to:  
 - provide formal authorization for the structuring and termination of "regions" (Section 1)  
 - prepare for electronic voting to elect regional advisors (Section 2)

**Commented [EL9]:** Rationale: Amend Article IX, Section 1 to allow for electronic voting to elect 2 affiliate delegates and identify 2 alternate delegates

**Commented [EL10]:** Rationale: Amend Article IX, Section 2 to comply with ASRT terminology

**Section 3: Responsibilities**

Society delegates shall:

- A. Attend the ASRT House of Delegates' meeting and all meetings required of delegates.
- B. Respond to communications from the ASRT Office, ASRT Board of Directors or from the ASRT House of Delegates.
- C. Disseminate information to the Society.

**Section 4: Term**

A Society delegate may serve for a term of two years; and may not serve more than two consecutive terms.

**Section 5: Absence**

- A. An absence exists when an elected/appointed Society delegate is unable to fulfill the duties of the position during the ASRT House of Delegates' meeting. The delegate shall be considered absent for the purpose of that meeting only.
- B. It is the responsibility of the Society delegate to notify the ASRT, the Speaker of the House, and the alternate delegate of the delegate's inability to attend the conference, as soon as possible. The alternate delegate shall be seated for that meeting only. Any delegate position or alternate delegate position not filled by the appointment process remains open. There shall be no on-site credentialing of delegates.
- C. If the alternate delegate is unable to serve because of extenuating circumstances, the speaker of the ASRT House of Delegates may seat a qualified delegate for the annual meeting of the House of Delegates for that meeting only.

**Section 6: Vacancies**

A vacancy exists when a delegate has submitted a written letter of resignation or when a delegate position has not been filled by the appointment process. A delegate vacancy caused by the written resignation of a delegate shall be filled by the appointed alternate delegate.

**Section 7: Censure, Reprimand and Removal**

Any Society delegate may be censured, reprimanded or removed from the position for dereliction of duty or conduct detrimental to the ASRT or the Society. Such action may be initiated when either Board of Directors receives formal and specific charges against the delegate.

- A. If the Board of Directors deems the charges to be sufficient, the person charged shall be advised, in writing, of the charges.
- B. A statement of the charges shall be sent by certified or registered mail to the last recorded address of the delegate at least twenty (20) days before final action is taken.
- C. The statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered.
- D. The delegate shall have the opportunity to appear in person and be represented by counsel to present any defense to such charges before action is taken.
- E. Censure, reprimand or removal shall be by two-thirds (2/3) vote of the respective Board of Directors.

**ARTICLE X: MEETINGS**

**Section 1: Annual Conference**

- A. The Society shall hold an annual meeting each year for the purpose of installing officers, receiving reports, amending Bylaws, and conducting such other business as may arise; and for presenting educational programs.
- B. The site of the annual conference shall be decided by the Board of Directors.
- C. The dates of the next year's Annual Conference shall be included in the current year's Annual Conference Program. They will also be posted on the ISSRT website beginning NO LATER than 2 weeks following the end date of the current year's Annual Conference. Subsequent notices will be sent directly to members via email newsletters.

**Commented [EL11]:** Rationale: Amend Article X, Section 1 to assure timely scheduling of subsequent annual conferences and define how members are notified of conference dates.

**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. No essential business other than that specified shall be transacted at a special meeting.

**Section 3: Quorum**

A quorum for a business meeting or any special Society meeting shall consist of ten percent (10%) of the voting members in attendance and includes not less than two (2) officers.

**ARTICLE XI: COMMITTEES**

- A. The Board of Directors shall establish committees as deemed necessary 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.
- B. The President shall appoint the members of the committees unless in conflict with other sections of the bylaws.
- C. A vacancy in any committee, **except the Nominating Committee**, shall be filled by appointment by the President.
- D. **Standing committees shall include the following:**
  - Annual Conference
  - Budget
  - Educators/Student Education
  - Historian
  - Legislative
  - Membership
  - Nominating
  - Scholar bowl
  - Professional Education
  - Regional/Student Scholarship
  - Resolutions & Bylaws

**Commented [EL12]:** Rationale: Amend Article XI to comply with ASRT requirements and identify the Society's standing committees

**ARTICLE XII: PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the Society in all cases to which they are applicable and in which they are consistent with these Bylaws.

**ARTICLE XIII: AMENDMENTS**

Amendments to these bylaws may be made by two-thirds (2/3) vote of the voting members present at any Society business meeting. Notice of such amendments shall be sent to all voting members at least fifteen (15) days prior to the time of voting. Amendments shall be effective at the conclusion of the business meeting unless otherwise specified.

**ARTICLE XIV: INDEMNIFICATION**

**To the greatest extent of the laws of Illinois**, every officer, director, or employee or delegate of the Society shall be indemnified by the Society against all expenses and liabilities, including attorney's fees, in connection with any threatened, pending, or completed proceeding in which the above-named individual is involved by reason of his being or having been an officer, director, delegate or employee of the Society if the above-named individual acted in good faith and within the scope of the above-named individual authority and in a manner reasonably believed to be not opposed to the best interest of the Society. In no event shall indemnification be paid to or on behalf of any above-named individual going beyond or acting beyond the powers granted by

**Commented [EL13]:** Rationale: Amend Article XIV to comply with ASRT requirement

authority of this organization or Bylaws. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to which such officer, director, delegate or employee may be entitled.

**ARTICLE XV: DISSOLUTION**

In the event of dissolution or final liquidation of the Society, all of its assets remaining, after payment of its obligations shall have been made or provided for, 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.