

**By-Laws of the
Great Lakes Chapter
American Association of Physicists in Medicine**

CONSTITUTION

**ARTICLE I
(Name)**

The name of this organization shall be "The Great Lakes Chapter of the American Association of Physicists in Medicine". (The Great Lakes Chapter shall hereinafter be referred to as the Chapter; the American Association of Physicists in Medicine shall hereinafter be referred to as the Association.)

**ARTICLE 11
(Purpose and Justification)**

Section 1. The purpose of this Chapter shall be to promote the application of physics to medicine and biology and to improve the practice of medical physics.

Section 2. The jurisdiction of this Chapter, shall include Michigan, Northwestern Ohio, Ontario and contiguous areas not served by other Chapters of the Association without prejudice towards further formation of other Chapters outside of the State of Michigan.

**ARTICLE III
(Chapter Relationship)**

Section 1. The Chapter shall function under the sponsorship of the American Association of Physicists in Medicine.

Section 2. The Constitution when approved by the Association Board of Directors and signed by the duly authorized officers of the Chapter and the Association shall admit the Chapter to the Association and shall obligate the officers of both the Chapter and Association in accordance with the provisions of both Constitutions.

Section 3. The Chapter shall submit to the Board of Directors of the Association an annual report concerning the activities of the Chapter.

Section 4. The Executive Board of the Association may, at its discretion, dissolve the Chapter when, in its opinion, the Chapter has ceased to function or its actions are considered detrimental to the objectives of the Association.

Section 5. The Chapter shall not use the name of the AAPM nor obligate in any way the officers or members of the AAPM without first obtaining-Written approval of the duly authorized representatives of the AAPM.

ARTICLE IV **(Membership)**

Section 1. The Chapter shall consist of Members, Student members, Emeritus members, Corporate members and Associate Members.

Section 2. The Members of the Chapter shall be persons who are Members of the Association.

Section 3. Student members of the Chapter shall be persons who are enrolled full time in a graduate training program in Medical Physics or related fields.

Section 4. Emeritus Members of the chapter shall be persons who have retired from the field of medical physics.

Section 5. Corporate members of the Chapter are corporations that promote the activities of the chapter.

Section 6. Associate Members of the Chapter shall be Associate Members of the Association or other persons interested in the purpose of the Chapter.

ARTICLE V **(Officers)**

Section 1. The elected officers of the Chapter shall be a President, President-Elect, Secretary, Treasurer and a Representative to the Association.

Section 2. The Secretary and Treasurer may be Associate Members whereas the other elected officers shall be members.

Section 3. Nominations for officers shall be made by a Nominating Committee. The Nominating Committee shall select at least two nominees for each elective office except the Presidency. No member shall be nominated without his consent.

At least two Members or Associate Members may nominate an individual with his consent. This nomination shall be submitted to the Nominating Committee in writing and shall appear on the ballot.

Section 4. The nominees of the Nominating Committee and the nominees from the membership must reach the secretary at least six weeks before the annual business meeting of the national AAPM. The Secretary shall prepare, and mail a ballot to the membership not less

than three weeks prior to the annual business meeting of the national AAPM. Deadline for returns of ballots shall be three days prior to the annual business meeting of the national AAPM. The majority vote shall elect. The nominees for the position of Representative to the Association shall appear on a separate ballot. Results of the election shall be announced at the annual business meeting. Only full members of the Association shall vote for the Representative to the Association.

Section 5. Tenure of office shall be one year for the President and President-elect; two years for the Secretary and Treasurer and the Representative to the Association who will serve a three year term. The term of office shall begin at the beginning of the calendar year following the annual business meeting of the chapter.

Section 6. The Executive Board of the Chapter shall consist of the five elected officers and the past President. They shall be responsible for the affairs of the Chapter.

Section 7. The President shall preside at all general meetings and Executive Board meetings of the Chapter.

Section 8. The President-Elect shall assume the duties of the President in the absence of, upon the resignation of, or at the completion of the term of office of the latter.

Section 9. The Secretary shall be responsible for the records of the Chapter affairs, membership records and correspondence of the Chapter.

Section IO. The Treasurer shall be responsible for the financial transaction of the chapter.

Section I 1. The Representative to the Association will represent the Chapter as a Member of the Board of Directors of the Association and if unable to be present at the Association Board sessions, the Executive Board of the Chapter shall designate an alternate Representative.

Section 12. If any office, other than that of President, becomes vacant during the year, elections for the vacancy for the unexpired term will be held at the next regular meeting. Prior to this meeting an interim appointment may be made by the Executive Board of the Chapter.

Section 13. The terms of office shall begin at the beginning of the calendar year following the annual business meeting of the Chapter.

ARTICLE VI **(Committees)**

Section 1. Membership of the Committees shall be open to members and Associate Members who are in good standing.

Section 2. The Standing Committees of the Chapter shall be:

- A. Nominating Committee
- B. Program Committee

Section 3. Nominating Committee - A Nominating Committee consisting of a Chairman and two other members shall be appointed annually by the Chapter's Executive Board.

Section 4. Program Committee - The term of membership of the Program Committee shall coincide with that of the elected officers and consist of at least two individuals. The President shall act as the Chairman of this Committee or he may appoint a Chairman.

Section 5. Committees of the Chapter shall be established by the Chapter's Executive Board as needed.

ARTICLE VII **(Meetings and Dues)**

Section 1. The Executive Board of the Chapter shall establish the time and place of regular meetings. Special meetings may be held if petitioned by at least 20 percent of the Chapter membership.

Section 2. Two elected officers and three members or Associate Members shall constitute a quorum.

Section 3. Except as provided, the parliamentary procedure of the Chapter shall be governed by "Robert's Rules of Order."

Section 4. Dues shall be established by the officers of the Chapter subject to the approval of the majority of the Chapter membership at the annual business meeting of the Chapter.

Section 5. Any Member or Associate Member whose dues are unpaid prior to the second regular meeting of each year shall be Disqualified from voting and holding office.

Section 6. The business year of the Chapter will coincide with the business year of the Association.

Section 7. The annual business meeting of the chapter shall take place after the business meeting and before the end of the calendar year.

(Amendments)

Section 1. A proposed amendment to the Constitution must be prepared in writing and shall be signed by at least three members in good standing.

Section 2. The proposed amendment with a supporting statement explaining why it is thought to be desirable shall be submitted to the Secretary at least one month before the next Chapter meeting. A copy of the proposed amendment with a supporting statement shall be mailed to each Member at least two weeks before the next Chapter meeting.

Section 3. A vote on the proposed amendment shall be taken by mail after the Chapter meeting. The adoption of the proposed amendment shall require that 60% of the ballots of the members in good standing be returned and an affirmative vote of 60% of the membership is achieved.