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BY-LAWS

PSRT BYLAWS

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The Pennsylvania Society of Radiologic Technologists Bylaws

ARTICLE I NAME

The name of this Society shall be The Pennsylvania Society of Radiologic Technologists Incorporated hereinafter referred to as the Society.

ARTICLE II AFFILIATION

The Society shall be an affiliate of the American Society of Radiologic Technologists. If counsel is needed, the Society shall submit concerns to the American Society of Radiologic Technologists (ASRT).

ARTICLE III PURPOSES AND FUNCTIONS

SECTION 1: PURPOSES

The purpose of the Society shall be to advance the professions of radiation and imaging disciplines and specialties; to assist in maintaining high standards of education; to enhance the quality of patient care; and to further the welfare and socioeconomics of radiologic technologists.

SECTION 2: FUNCTIONS

- A. To provide meetings at which to transact Society business; provide a forum for presentations of scientific papers and exhibits; to provide educational activities, to discuss common professional concerns and to encourage similar programs among organizations affiliated with the Society.
- B. To publish and disseminate information pertinent to the conduct of the Society and the profession.
- C. To assist in establishing and enunciating high standards of education and clinical competence and to implement them through appropriate channels.
- D. To expand educational opportunities and to develop programs designed to broaden the scope of medical imaging and radiation therapy professions.
- E. To consult with state legislators and state regulatory bodies to provide and influence Legislation concerning radiologic technology and to actively participate in effective administration of recent laws.

- F. To cooperate with external organizations or agencies whose policies are not in conflict with those of the Society, and the American Society of Radiologic Technologist as may be necessary to maintain continued progress and growth of the Society.
- G. To assist in career advancement and placement.

ARTICLE IV 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.

ARTICLE V MEMBERSHIP

SECTION 1: QUALIFICATIONS

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

SECTION 2: CATEGORIES

- A. Voting members are those who are registered by the American Registry of Radiologic Technologists (ARRT) or its equivalent or hold an unrestricted license under state statutes. They shall have all rights, privileges and obligations of membership including the right to vote, debate, and hold office.
- B. Non-voting members shall be those individuals who do not meet the qualifications for voting members. They shall have all the privileges and obligations of active members except to vote or hold office
- C. Student members shall be those who are enrolled in a primary medical imaging or radiation therapy program, accredited by a Joint Review Committee or regional accrediting agency. Eligibility for this category shall terminate upon completion of or discontinuation in the educational program. Student members shall have all the privileges and obligations of active members except the right to vote or hold office.
- D. Life members shall be members who have rendered exceptional service to the Society. Life members shall be elected by a majority vote at a regular meeting upon a 2/3-recommendation of the Board of Directors. They shall pay no dues and have all the privileges and obligations of voting members

SECTION 3: MEMBERSHIP FEES

- A. The application fee for members shall be uniform and of such amount as is required by the Society. In the case of student members, the fee may be waived.
- B. The application fee and annual dues shall be determined by the Board of Directors.
- 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 sixty (60) days will be erased from the rolls of membership.
- D. The annual dues for active, supporting and student members shall be payable each year in advance for the membership year, November 1 through October 31.
- E. Dues for all members, as established by the Board of Directors, require adoption by a 2/3 vote of the voting members at the business meeting at the annual meeting. Notice of such vote shall be given to the members at least sixty (60) days in advance of the vote.

SECTION 4: RESIGNATION

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

SECTION 5: SUSPENSION AND EXPULSION

Any member may be censured, reprimanded, or removed for cause. Sufficient cause includes 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 6: 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 VI ELECTIONS

SECTION 1: NOMINATIONS

- A. A nominating committee of three (3) members shall be appointed by the Chairman of the Board with approval by the Board of Directors, within thirty (30) days following the date of the annual meeting.
- B. The committee shall satisfy itself that all candidates have the proper credentials.
- C. Nominations may be submitted by any Society voting member and should be sent to the chairman of the committee. It shall be the responsibility and authority of the nominations committee to prepare the slate of officers and present all the qualifying candidates, however, nominations shall also be accepted from the floor during the business meeting at the annual meeting.
- D. If candidates are not present, they must indicate, in writing, willingness to serve if elected.

SECTION 2: BALLOTING

- A. The President-Elect, Vice President, Secretary, Treasurer, or any other officer shall be elected by a majority vote of the voting members present at an annual meeting business meeting. Such voting may be by voice if only a single candidate is nominated: in all other instances voting shall be by written ballot.
- B. A tie vote will be decided by lot at a business meeting at the annual meeting.

ARTICLE VII OFFICERS

The elected 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: QUALIFICATION

All officers shall be voting members with both the Society and the ASRT.

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.

SECTION 3: TERM

- A. The Vice President shall serve for a term of one (1) year or until their successors have been appointed or elected. The Secretary and Treasurer shall serve for a term of two (2) years or until their successors have been appointed or elected.
- 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 and President-Elect, may be re-elected.
- E. The newly elected officers shall be installed into office under the direction of the Board of Directors.

SECTION 4: DUTIES

- 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 a delegate to the ASRT House of Delegates. The President shall be responsible for filing all affiliate compliance documents with the ASRT.
- B. **President-Elect:** 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. The President-Elect shall serve as the first alternate delegate to the ASRT House of Delegates.
- C. **Chair of the Board:** is a voting member of the Board of Directors. The Chair shall serve in whatever capacity the Board of Directors may need. ~~Chairman~~ of the Board shall serve as delegate to the ASRT House of Delegates.
- D. **Vice President:** The Vice President shall become acquainted with all the duties of the President. In the absence of the President, the Vice President shall assume the duties of the President.
- E. **Secretary:** The Secretary shall keep the minutes, conduct correspondence, and perform all duties that usually and customarily pertain to the office. The secretary shall obtain the certificate of good standing or proof of active incorporation and send this information to the President for the purpose of the affiliate compliance process.
- F. **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. The treasurer shall file the required tax return and send this information to the President for the purpose of the affiliate compliance process

SECTION 5: VACANCIES

- 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 annual conference when the President shall be elected in the manner provided in the bylaws of the affiliated society for the election of officers.
- C. A vacancy in any other elective office shall be filled by an appointment 2/3 vote by the President and the remaining members of the Board of Directors.

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 VIII BOARD OF DIRECTORS

SECTION 1: COMPOSITION

- A. The Board of Directors shall be composed of the elected officers and the immediate past president. The immediate past president shall serve as Chair~~man~~ 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 chair~~man~~ship.
- C. 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 OR employ such personnel as may be necessary to conduct the business of the Society.
- F. Fill officer vacancies
- G. Establish fees and dues.
- H. Determine the number of boundaries of the affiliated districts.

SECTION 4: VACANCY

A vacancy in the Board of Directors, except for President and President-Elect, 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 (4) times per year.
- B. The president, or a two thirds (2/3) majority of the members of the Board of Directors, upon written request to the chair~~man~~ of the Board, may call a special meeting, provided a fifteen- (15-) day notice to all Board members is given.

- C. Meetings of the Board may be held by teleconference, at the discretion of the President. 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.
- D. The Secretary shall be responsible for preparing minutes of all meetings conducted via teleconference.

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 IX DELEGATES TO THE ASRT HOUSE OF DELEGATES

SECTION 1: DELEGATES

- A. The Board of Directors of the Society shall appoint two delegates and at least two, but no more than four alternate delegates to the American Society of Radiologic Technologists House of Delegates.
- B. The PSRT shall submit to ASRT the names of the PSRT delegates and alternate delegate(s) by the last business day of JANUARY or the PSRT delegate positions shall remain open until after the ASRT House of Delegates' meeting.
- C. The delegates shall be Chair of the Board of Directors and the President. The alternates shall be the President-elect and one other member of the board, selected by the Board of Directors. In the event no board members are available to fill the delegate positions, a member listed on the qualified membership list, who meets the criteria as outlined in the bylaws, shall be chosen by the board.

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 and radiation therapy professions or health care.
- E. A delegate may serve concurrently on the board of any national medical imaging and radiation therapy profession certification or national accreditation agency.
- F. A delegate shall have the time and availability for necessary travel to represent the PSRT
- G. For affiliates that have not had active status with ASRT for a minimum of 24 months, delegates shall be a voting member of ASRT for two years immediately preceding nomination and a member of the affiliate being represented at the time of nomination

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: ABSENCE

An absence exists when an 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. 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.

SECTION 5: 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 6: 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.

Section 7: Probation

A. If an affiliate fails to seat at least one delegate at all business meetings of the House of Delegates for two consecutive years, that affiliate or chapter enters into probationary status.

**ARTICLE X
MEETINGS**

SECTION 1: ANNUAL MEETING

- 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 notice for the date and place of the next annual meeting will be announced at each annual meeting and posted on the Society website following the annual meeting.
- C. The site of the annual conference shall be decided by the Board of Directors.
- D. A parliamentarian, selected/designated by the President, shall be in attendance at each business session held during the annual meeting or special meetings of the Society.

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 twenty-five percent (25%) 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 to aid the Society in carrying on its activities.
 - 1.) These committees shall be
 - a) Nominating Committee
 - b) Education Committee
 - a. Poster Competition Committee
 - b. Techni-n-bowl Committee
 - c. Student Intern Committee
 - c) Legislative/Advocacy Committee
 - d) Conference Committee

- a. Annual Conference and State Meeting
- b. Fall Conference
- e) PSRT Marketing Committee
 - a. Website
 - b. Social Media

- B. Such committees shall be responsible to the Board of Directors and may be altered or eliminated at any time by the Board of Directors.
- C. The President shall appoint the members of the committees unless in conflict with other sections of the bylaws.
- D. A vacancy in any committee shall be filled by appointment by the President.

**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
DISTRICT ORGANIZATIONS**

SECTION 1: DISTRICT ESTABLISHMENT

- A. The number of districts and their boundaries shall be determined by the Board of Directors.
- B. A district wishing to apply shall elect officers and hold regular meetings according to these bylaws for a period of not less than one year. The district may then apply to the Society Board of Directors for official designation as a district.
- C. After meeting application criteria, the district shall be established by a majority vote of the Board of Directors.
- D. In the event that the district fails to elect officers and/or hold meetings during a one-year period, it shall be considered to be inactive.
- E. Inactive districts may reapply for district status following the established procedure.
- F. A district may be terminated by a majority vote of the Society Board of Directors.
- G. District(s) must obtain and utilize their own tax ID number for their financial reporting.

SECTION 2: MEMBERSHIP

- A. District membership categories shall be consistent with those of the Society. Dues paid to the Society shall include membership in one (1) District.
- B. Membership in additional districts may be obtained with payment of appropriate fees, if any.
- C. Society members may attend functions of any district.
- D. 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.

SECTION 3: 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 Society and in the district in which they are elected. At least the president and vice president shall be voting members of the Society.
- C. 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.

SECTION 4: DUES AND FEES

Districts may establish additional membership and/or attendance fees.

SECTION 5: BOARD OF DIRECTORS

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 for the Society Board of Directors

SECTION 6: VOTING PROCEDURES

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.

SECTION 7: TREASURY

- A. The district shall have control over its treasury.
- B. Disbursements from the district treasury shall be made upon authority of a majority of the district officers.

SECTION 8: DUTIES OF DISTRICTS

- A. The district shall work in conjunction with the needs and philosophies of the Society.
- B. District(s) will follow the reporting guidelines as outlined by the ASRT. These are the same guidelines the ASRT requires the PSRT to follow.

SECTION 9: COMMITTEES

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

SECTION 10: MEETINGS

District organizations shall hold at least four (4) meetings per year, but preferably more.

SECTION 11: INDEMNIFICATION

The Society shall not be responsible for any debts or public statements made by any of its districts.

SECTION 12: REPORTING

The district president shall assure that reports of the district are furnished to the Society. An annual report including all financial holdings and tax records as reported to the IRS and district activities from the prior year must be reported to the president of the PSRT by March 1st.

SECTION 13: DISSOLUTION OR INACTIVITY

In the event of the dissolution or inactivity of a district, ALL ASSETS remaining after payment of all indebtedness of the district shall be returned to the Society's general fund. All district records shall be transferred to the Society. If an inactive district does not become active within 5 years, the district will be dissolved.

ARTICLE XIV AMENDMENTS

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

ARTICLE XV INDEMNIFICATION

To the greatest extent of the laws of Pennsylvania every officer, director, 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 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 XVI 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.

Resolutions approved: April 2010
Amended and approved March 19, 2011
Amended and approved March 22, 2014
Amended and approved March 19, 2016
Amended and approved March 2021 (changes from ASRT HOD)