



**AMERICAN COLLEGE OF NUCLEAR MEDICINE
Nuclear Medicine Residents Organization
BYLAWS**

ARTICLE I. NAME

The name of this section shall be the American College of Nuclear Medicine – Nuclear Medicine Residents Organization (hereafter called "NMRO").

ARTICLE II. MISSION

The mission of the NMRO shall be to promote the interests of Nuclear Medicine residents by:

1. supporting the highest standards of education in diagnostic and therapeutic Nuclear Medicine and related fields
2. promoting resident research in Nuclear Medicine
3. coordinating projects within Nuclear Medicine residency programs
4. advocating the role of Nuclear Medicine specialists in clinical practice

ARTICLE III. MEMBERSHIP

Section 1. Qualifications for Membership

NMRO Members shall be current residents or individuals within two years of graduation to be eligible for membership in the NMRO. Upon application for membership, residents/fellows must submit a letter from their program director confirming their resident/fellow status.

They receive all publications of the College in an online only format.

ARTICLE IV. OFFICERS

Section 1. Number

The NMRO shall have the following officers:

- President
- Vice-President Programming
- Vice-President Education
- Secretary
- Treasurer

No individual may hold more than one of the above offices of the NMRO simultaneously.

Section 2. Term of Office, Election, and Succession

A. Term of Office

Officers and Board members shall serve for a one (1)-year term, which shall commence

at the conclusion of the ACNM Annual Meeting at which they are elected and which shall terminate at the conclusion of the subsequent Annual Meeting following the election. Officers may serve up to two (2) consecutive terms in the same position.

B. Election

Officers shall be elected by a majority vote of the members present at the annual business meeting of the NMRO or a majority of the members responding to an electronic ballot.

C. Succession

In the event of death, disability, removal, or resignation of the President, the Vice-President of Programming shall assume the duties of the President. Should both the President and the Vice President of Programming be unable to serve, the Vice-President of Education shall assume the duties of the President.

Section 3. Duties

A. President

The President shall function as the principal officer of the NMRO. The President shall preside at all meetings of the membership and shall perform such other duties as are incident to the office or as may be prescribed by the College Board of Directors.

B. Vice-President of Programming

The Vice-President of Programming shall generally assist the President in the performance of his/her duties and in the absence or inability to act of the President, shall perform the duties of President. The Vice President shall plan, promote, and oversee programming to address the issues of the nuclear medicine residents/fellows. Included in these duties is the planning of the mid-winter and annual resident activities. The Vice President shall also perform such other duties as the President may from time to time assign.

C. Vice-President of Education

The Vice President of Education shall plan, organize, and publish educational content and activities to address the needs of the nuclear medicine residents/fellows. The Vice President shall also perform such other duties as the President may from time to time assign.

D. Treasurer

The Treasurer shall oversee the budget of the NMRO and be responsible for the distribution of funds as determined by the NMRO. The Treasurer will assist in the preparation of annual financial reports, and in general perform all duties incident to the office of Treasurer. Other duties include membership retention and recruitment, and involvement in the ACNM and other resident fund development.

D. Secretary

The Secretary shall be responsible for the proper recording of meetings. He/she shall also see that all notices are given, shall be custodian of the section books, records, and papers.

He/she shall, in general, perform all duties incident to the office of Secretary. Other duties include membership retention and recruitment, and editor of the resident publication, the Scintillator.

Section 4. Removal and Vacancies

A. Removal

The Board may, by a two-thirds affirmative vote of all its members, remove any officer from office for cause.

B. Vacancy

A vacancy in any elected office may be filled for the balance of its term by an individual appointed by the NMRO President, with approval from the NMRO Board of Directors.

ARTICLE V. BOARD OF DIRECTORS

Section 1. General Duties

The NMRO Board of Directors (“the Board”) shall supervise, control, and direct the business and affairs of the NMRO subject to the approval of the College Board of Directors.

Section 2. Composition

The Board shall be composed of the Officers of the NMRO, the immediate-past president, elected board members, and the NMRO Mentor. The number of Board members shall not exceed ten (10).

Section 3: Term

Board members shall serve for a one (1)-year term, which shall commence at the conclusion of the ACNM Annual Meeting at which they are elected and which shall terminate at the conclusion of the subsequent Annual Meeting following the election.

Section 4: Election

The board members of the NMRO shall be elected by a majority of the voting membership.

Section 5: Specific Duties

In addition to its general duties, the Board shall have the following duties:

- A. Formulate policy in order that the actions and policies of the NMRO reflect the needs and wishes of its members.
- B. Receive and consider all reports of the committees of the NMRO.
- C. Create and appoint committees of the NMRO and direct their activities.
- D. Arrange an annual meeting of the NMRO and such other meetings as may be required to carry out the purposes of the NMRO.
- E. Establish rules and procedures, which will govern the conduct of its business, and to make copies of these Rules and Regulations available upon request to any NMRO member.

- F. Prepare an annual budget to be reviewed and ratified by the College Board of Directors.

Section 4. Meetings

- A. A regular meeting of the Board shall be held not less than annually and such annual meeting shall be held at the same time and place as the annual meeting of the ACNM members.
- B. Special meetings of the Board may be called by the President, or in the President's absence or inability to act, a Vice-President, or upon written request by any member of the Board of Directors. A special meeting so requested shall be held within three weeks of the written request unless a later date is specified in the request. Notice of the time, place, and manner of such special meeting as well as the topics for action shall be given not less than five days before the meeting. Special meetings may be conducted in person or via appropriate electronic means of communication. Actions may be taken without a meeting with the consent of all of the members of the Board. Meetings of the Board shall be open sessions, but the Board shall have the privilege of holding executive sessions.
- C. No person, regardless of whether that person serves on the Board in more than one capacity, may cast more than one vote in any vote taken by the Board.
- D. A quorum shall consist of a majority ($\frac{1}{2}$ plus one) of the voting members of the NMRO Board of Directors.

ARTICLE VI. COMMITTEES

Section 1. Organization of Committees

- A. The Committees of the NMRO shall consist of:
 - 1. Standing Committees
 - 2. Ad-Hoc Committees
- B. Unless otherwise specifically provided in these Bylaws, each Standing Committee shall consist of at least 3 members, one of whom shall be appointed as Chairman. Except as otherwise specifically described in these bylaws, appointment of standing committee members and chairmen shall be made by the President, subject to approval of the NMRO Board. Standing Committees shall report at the Annual Meeting of the Board and at such other times as required by the President or the Board.
- C. Ad-hoc committees shall be formed and their members appointed by the President for a specified purpose and term. An ad-hoc committee shall report to the President as required by the charge to the committee. Creation of and appointments to any ad-hoc committee will be reported by the President at the next meeting of the Board.
- D. Meetings of all committees shall be open sessions, but any committee shall have the privilege of holding executive sessions.
- E. Meetings of a committee shall be called by the Chair or as directed by the Board or the President. Meetings may be in person or via appropriate electronic means of communication. Further, any committee action may be taken without a meeting with the consent of two-thirds of the members of the committee.

- F. A quorum for any committee meeting held in conjunction with a regular meeting of the NMRO shall be those present at the committee meeting. A quorum for a meeting held other than in conjunction with a regular meeting of the NMRO shall be a majority of the members of the committee.

Section 2. Standing Committees

A. Bylaws Committee

The Bylaws Committee shall:

1. Review the Bylaws of the NMRO on a continuing basis to ensure their pertinence to the organization's needs and their adequacy for achieving the goals and aims of the NMRO.
2. Review specific portions of the Bylaws upon request of a member of the NMRO or at the direction of the Board.

B. Finance Committee

The Finance Committee shall:

1. Recommend an annual budget to the Board.
2. Advise the officers on the financial affairs of the NMRO.

C. Government & ACGME Affairs Committee

The Government & ACGME Affairs Committee shall:

1. Keep itself informed on all federal legislative, ACGME, and regulatory activities relevant to the practice and especially resident education of Nuclear Medicine residents, inform the NMRO membership of such activities, and, if appropriate, recommend a course of action and a position to be adopted by the NMRO.
2. Respond to and influence regulatory bodies and regulatory agencies, with the review and approval of the ACNM Board of Directors to create a regulatory environment that promotes the practice of quality Nuclear Medicine education and meets the current and future needs of the NMRO membership

D. Membership and Credentials Committee

The Membership and Credentials Committee shall:

1. Evaluate applications for membership in the NMRO, as needed, with respect to their completeness and compliance with criteria for membership.
2. Seek to develop the membership of the NMRO.
3. Review annually the composition of the NMRO and report this information to the membership.
4. Seek to obtain from resigning members the reasons for their resignation and report this information to the NMRO.
5. Seek ways to enhance membership value of the NMRO.

E. Annual Meeting Program Development Committee

The Annual Meeting Program Development Committee shall:

1. Work with the ACNM Program Committee Chair to develop program content that reflects the needs of the NMRO membership.
2. Be involved in the Abstract process, through marketing, review of abstracts, and acknowledgment of abstract winners.

F. Nominating Committee

The Nominating Committee shall:

1. Consist of five (5) members. Three (3) members shall be appointed annually by the NMRO President. One member shall be a member of the ACNM Board of Directors. The Immediate Past President shall serve as the Chair of the committee. The committee shall act in accord with the duties set forth in Article VII of these Bylaws
2. Prepare and submit to each voting member a ballot that shall contain:
 - i. At least two (2) candidates for the offices of President, Vice-President Programming, Vice-President Education, Treasurer, and Secretary. Space will be provided for one write-in candidate for each office.
 - ii. Candidates for the position of Board Member (not to exceed 10 members).

ARTICLE VII. ELECTIONS

Elections of the NMRO may be conducted at a regular or special meeting of the members or by mail or e-mail ballot. The manner of each election shall be determined by the Governing Board in accordance with these Bylaws.

- a. Ballots must be distributed at least 30 days prior to the Annual Meeting of the College.
- b. The nominee who receives the highest number of votes for any elected position shall be duly elected.
- c. In the event of a tie vote, the members present at the Annual Business Meeting of the Section shall break the tie.
- d. To be elected, each write-in candidate must indicate willingness to accept office not later than five days after notification of results of the ballot.
- e. Results of the election shall be made known at the Annual Business Meeting of the Section.
- f. Unless stated otherwise in these Bylaws, all rules and procedures for the conduct of nominations and elections shall be recommended by the Nominating Committee and approved by the NMRO Board.

ARTICLE VIII. Governing Body

The NMRO shall have all action items, changes to policies or procedures, budgets, financial activities and work with external organizations reviewed by the ACNM Board of Directors on a quarterly basis. These reports shall come in the form of a presentation by the NMRO President to the ACNM Board of Directors.

ARTICLE IX. AMENDMENTS

These Bylaws may be amended or repealed or new Bylaws may be adopted, by a two-thirds vote of the voting members present at the annual business meeting of the section, notice of any proposed change having been sent to the members not less than 7 days prior to such a meeting, or by a two-thirds vote of the members voting by a mail or electronic ballot which shall have been sent to the members not less than 7 days prior to the designated return date. Proposed changes shall be directed to the President and may be made by the Board, by the Bylaws Committee, or by individual members.

ARTICLE X. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern all the meetings of the Section in all cases to which they are applicable and in which they are not inconsistent with the Bylaws of the College, these Bylaws, and any special rules of order the Section may adopt.

ARTICLE XI. DISSOLUTION

Should the Section cease to exist, all minutes, documents and money become the property of The College of Nuclear Medicine.