

BYLAWS OF THE TECHNOLOGIST SECTION OF THE SOCIETY OF NUCLEAR MEDICINE AND MOLECULAR IMAGING

(JUNE 2017)

ARTICLE I NAME

The name of this organization shall be the Technologist Section of the Society of Nuclear Medicine and Molecular Imaging, hereinafter referred to as the Section.

ARTICLE II OBJECTIVES

The objectives of the Section shall be:
To encourage technologists in nuclear medicine and related fields to join together in an organization within the Society of Nuclear Medicine and Molecular Imaging, Inc. (hereinafter referred to as the Society) for the purpose of maintaining the identity and quality of nuclear medicine and related fields and providing the continuing development, improvement and expansion of these fields for the betterment of health care services.

ARTICLE III MEMBERSHIP

Section 1. Eligibility, Application and Chapter Membership.

- A. Eligibility: Membership in the Section shall be open to any individual who has an interest in nuclear medicine technology or related fields and who can provide evidence of training and/or experience in these fields as established in the Policy and Procedures Manual, and these Bylaws.
- B. Application: Application for membership shall be submitted to the National Office in a manner prescribed in the Policy and Procedures Manual of the Section.
- C. Chapters: All members will automatically become members of Regional Chapters. Upon request, Chapter membership may be transferred. Regional Chapters may designate subsections in any one state, metropolitan or geographic area.

Section 2. Categories.

- A. ACTIVE MEMBERS shall have the right to vote on all issues presented to the membership, and may serve on the National Council of Representatives; may serve on the House of Delegates and the Board of Directors of the Society; may serve as an officer of the Section; and shall receive the official publication of the Section.
- B. GRADUATION TRANSITION MEMBERS are individuals who have recently graduated from a program (within the first year following graduation). They receive online only copies of all publications of the Section, and may be elected to serve on the National Council of Representatives. Graduation Transition Members have the right to vote on all issues presented to the section membership.
- B. FREE TRIAL STUDENTS/MEMBERS-IN-TRAINING are individuals enrolled in a training program in nuclear medicine technology or related fields and verified as students by the director of training for that institution. They receive all publications of the Section, and may be elected as student representatives to the National Council of Representatives. Free-trial students do not have voting privileges in the SNMMI-TS National election.

- C. INSTITUTIONAL MEMBERS, such as libraries, may apply for Institutional Membership. The benefits of Institutional Membership are limited to receipt of the Journal of Nuclear Medicine Technology and a member discount on books.
- D. DISTINGUISHED HONOREE
 - 1.) Distinguished Honoree is a special category of membership reserved for those individuals who have made an outstanding contribution to the discipline of nuclear medicine technology, related fields or the Technologist Section, through scientific, political, educational, or meritorious endeavors.
 - 2.) No more than one Distinguished Honoree may be selected in any year.
 - 3.) A Distinguished Honoree must be nominated by a Chapter. Such nominations must be held confidential until the screening process is completed. Nominations are to be submitted in the manner prescribed in the Policy and Procedures Manual with supporting evidence to justify this significant award.
 - 4.) Names of individuals selected for this honor shall be forwarded to the National Council of Representatives for approval on granting the award.
 - 5.) Distinguished Honorees may attend all meetings of the Section without payment of fees, and may receive the Journal of Nuclear Medicine Technology without payment thereof.
- E. EMERITUS STATUS:
 - 1.) Any member of the Section at age sixty-five, with 10 years of Active membership, or after retirement at any age from active practice, teaching or research, with ten years of Active membership, or any member who by reason of permanent disability or undue hardship has been rendered unable to continue Active membership, may apply for Emeritus Membership classification.
 - 2.) Emeritus status will be awarded by a majority vote of the SNMMI-TS Membership Committee. Emeritus members will have all the privileges of their corresponding non-Emeritus membership category except the right to hold elective office.
- F. FELLOW:
 - 1.) Fellow is a special category of membership reserved for Technologist Section Active members who have made significant contribution to the profession of Nuclear Medicine Technology or related fields through their leadership in scientific, political, educational and civic activities.
 - 2.) To be eligible, nominees must be a member of the Technologist Section for five (5) continuous years prior to application.
 - 3.) Members seeking Fellow membership must complete and submit an application and a one-time non-refundable fee established by the National Council of Representatives. Applications

- must be submitted to the membership department at the headquarters office.
- 4.) Recommendations for Fellow membership shall be submitted to the National Council of Representatives for approval. Fellow status shall commence at the next annual meeting of the Society.
 - 5.) Fellow membership shall have all the rights and privileges of Active members.

Section 3. Dues.

- A. Annual dues shall be determined by the Executive Board. Members may be assessed an additional payment, aside from their dues, provided the assessment is approved by the Executive Board. Student Affiliates/Members-In-Training shall pay reduced dues. Distinguished Honorees and Emeritus members shall be exempt from the payment of dues and assessments.
- B. Unpaid dues become delinquent on January 1 or ninety days after bills are rendered, whichever is later. The rights and privileges of membership, including voting, the holding of office and committee membership are suspended during the period of delinquency. Rights and privileges will be reinstated upon payment of delinquent dues within the calendar year of suspension and prior to January 1, of the subsequent year. After the expiration of one year, reinstatement can be accomplished only by reapplication for membership.

**ARTICLE IV.
OFFICERS**

Section 1. The Officers of the Section shall be a President, a President-elect, a Secretary, and a Finance Chair/Treasurer.

Section 2. Term of Office:

- A. The President, President-elect, and Secretary shall serve a one-year term or until their successors are elected.
- B. The Chair of the Finance Committee shall serve as Treasurer for a one-year term.
- C. The President-elect shall automatically succeed to the office of the President at the conclusion of the President's term.
- D. Terms of office shall commence at the conclusion of the annual meeting of the Society.

Section 3. Duties of Officers:

- A. General duties: Officers shall have express authority and perform such duties in the management of the property and affairs of the Section as may be provided in these Bylaws, or as may be determined, from time to time, by the Executive Board. Officers shall have such implied authority as recognized by the common law and as prescribed in the Parliamentary Authority adopted by the Section.
- B. Specific Duties
 - 1.) President: Presides at meetings of the Executive Board, and any meetings of the membership. Authorizes expenditures by the Finance Chair/Treasurer. In the absence of the Speaker and Speaker-elect of the National Council of Representatives at meetings of the National Council of Representatives, the President shall appoint an elected representative to the NCOR to chair the meeting.
 - 2.) President-elect: Acts for the President in the case of temporary absence. Serve as the President's Designee in selected matters of the Section.
 - 3.) Secretary: Is responsible for certifying the minutes of the meetings of the Section. Additional functions may be assigned by the President.

- 4.) Finance Chair/Treasurer: Advises the Finance Committee in the preparation of the budget, handles the monetary affairs of the Section. Maintains proper accounts under the authorization and direction of the Executive Board. Spends money as authorized by the President, and/or the Executive Board.

Section 4. Vacancies.

A. President-elect:

- 1.) Should the office of President-elect become vacant within the first six months of the term, the President shall charge the Nominating Committee to conduct a special election. The ballot must be mailed within 30 days of the vacancy and returned in the manner prescribed in the Policy and Procedures Manual within 30 days subsequent to the mailing of the ballots. After verification and counting of the ballots, the election results shall be made available to the membership.
- 2.) Should the office of President-elect become vacant in the last six months of the President-elect's term, the Executive Board may make a temporary appointment to fill this office until the next scheduled election at which time a President and President-elect shall be elected.

B. Should the office of Secretary or Finance Chair/Treasurer become vacant prior to the election of new officers, the Executive Board shall make a temporary appointment to fill these offices until the next scheduled election.

C. Should the office of President become vacant prior to the expiration of the current President's term of office, the President-elect shall serve for the remaining term of the President and in addition shall serve the one-year term of office as President to which he/she would have succeeded if the current President had fulfilled his/her term of office.

**ARTICLE V.
MEETINGS OF THE MEMBERSHIP**

Section 1. The annual business meeting of the Section shall be held in conjunction with the annual meeting of the Society of Nuclear Medicine and Molecular Imaging.

Section 2. Notification of the annual business meeting shall be published in the Journal of Nuclear Medicine Technology at least 30 days prior to the meeting.

Section 3. Those members present shall constitute a quorum for the annual business meeting of the membership.

**ARTICLE VI.
NATIONAL COUNCIL OF REPRESENTATIVES**

Section 1. Composition, Selection and Terms.

- A. The National Council of Representatives shall be composed of voting and non-voting members.
 - 1.) The National Council of Representatives shall be chaired by a speaker.
 - 2.) The Speaker-Elect shall be a designated position that is elected by the membership of the National Council of Representatives during the final six months of the incumbent Speaker's term. The designation Speaker-Elect shall then exist through the end of the incumbent Speaker's term.
 - 3.) Voting Members: The voting members of the National Council of Representatives shall consist of the following: the members-at-large of the Executive Board of the Section, one (1) representative from each geographical region/chapter, one (1) representative from industry, one (1) representative from each of the following specialty areas: education, cardiology,

emerging technologies, students, managers, and the seven (7) HOD members from the SNMMI-TS.

4.) Non-voting Members: SNMMI-TS Officers, Immediate Past President; Bylaws Chair, and ERF Representative.

B. Selection of Members

1.) Voting Members:

- a. The representatives from each geographical region/chapter shall be selected by various methods devised by each geographical region/chapter. Each representative must be a member of the SNMMI-TS.
- b. Industry Representative: One (1) representative elected by the National Council of Representatives. The representative must be a member of the SNMMI-TS but does not need to be a technologist.
- c. Specialty Area Representatives: Representatives from the following specialty: education, cardiology, emerging technologies, students and managers shall be selected by the Nominating Committee. These individuals shall be elected by the National Council of Representatives in the manner prescribed in the SNMMI-TS Policy and Procedures Manual.
- d. Unless specified otherwise, all other voting members mentioned above shall be elected/selected in the manner prescribed in these Bylaws or in the Policy and Procedures Manual.

2.) Non-voting Members:

- a. Candidates for Speaker of the National Council of Representatives shall be selected by the Nominating Committee and elected by members of the National Council of Representatives during the final six months of the incumbent Speaker's term at the meeting of the NCOR held in conjunction with the SNMMI Midwinter meeting prior to the annual meeting of the section. The incoming Speaker shall be known as the Speaker-Elect from the time of his/her election until the end of the incumbent Speaker's term. The Speaker-Elect shall retain voting privileges consistent with any other position he or she holds on the NCOR at the time of the election as Speaker-Elect until he or she assumes the office of Speaker.
- b. ERF Representative shall be selected/elected by the ERF Board of Directors.
- c. Unless specified otherwise, all other non-voting members mentioned above shall be elected/appointed in the manner prescribed in these Bylaws or in the Policy and Procedures Manual.

C. Terms

Terms for the National Council of Representatives members shall commence at the end of the SNMMI Annual Meeting.

- 1.) Speaker of the National Council of Representatives shall serve a two-year term.
- 2.) Representatives from each geographical region/chapter shall serve a two-year term.

3.) Industry representative shall serve a two-year term. Industry representatives are limited to two (2) consecutive terms.

4.) Specialty representatives shall serve two-year terms. Each representative is limited to two (2) consecutive terms.

5.) ERF representative shall serve a two-year shall term. Each representative is limited to two (2) consecutive terms.

6.) Terms for other positions shall coincide with the terms of the positions they hold.

Section 2. Duties/Responsibilities of the National Council of Representatives.

A. The responsibilities of the National Council of Representatives are:

- 1.) Develop and recommend to the Executive Board, SNMMI-TS policies and programs regarding professional issues affecting nuclear medicine technology.
- 2.) Facilitate grassroots participation in the organization.
- 3.) Recommend to Society's House of Delegates the establishment or dissolution of Chapters.
- 4.) Approve and monitor the strategic plan.
- 5.) Review actions of the Executive Board.
- 6.) Approve amendments to the Bylaws in accord with the Bylaws and Policy and Procedures Manual.
- 7.) Elect the Speaker of the National Council of Representatives.
- 8.) Elect four (4) members-at-large to the Nominating Committee
- 9.) Elect three (3) members-at-large to the Executive Board.
- 10.) Elect the five (5) specialty representatives to the National Council of Representatives.
- 11.) Elect two (2) members to the SNMMI Board of Directors.
- 12.) Elect a Speaker-Elect, at the meeting of the NCOR held in conjunction with the SNMMI Midwinter meeting prior to the completion of the incumbent Speaker's term.

Section 3. Meetings of the National Council of Representatives.

- A. The National Council of Representatives shall meet at least once annually. This meeting shall be known as the annual meeting of the National Council of Representatives and shall be held in conjunction with the annual meeting of the Society or other time as established in the Policy and Procedures Manual.
- B. Special meetings of the Council may be called by either the Speaker, or by petition of 9 members of the Council, with the approval of a majority of the Executive Board. Notice of special meetings, indicating the time, place and exact purpose of the meeting must be sent to each member of the Council 30 days prior to the date of the proposed meeting.
- C. Quorum: A quorum shall be constituted by the presence of a majority of voting members, with not less than five geographical regions/ chapters being represented. Officers from different geographical regions /chapters may be counted as representing their chapter for purposes of calling the quorum.

Section 4. Vacancies.

- A. Vacancies in a representative position shall be filled in accord with the Bylaws or Policies or Procedures of the bodies that elected/selected them.

- B. Unless stated otherwise in these Bylaws, the President shall appoint a replacement to fill the vacancy for any elected or appointed position.

ARTICLE VII.

DELEGATES AND DIRECTORS TO THE SOCIETY OF NUCLEAR MEDICINE AND MOLECULAR IMAGING

Section 1. Delegates.

- A. The Section shall have eight (8) voting Delegates serving on the House of Delegates of the Society. One of the Delegates shall be the President-elect of the Section. Seven (7) Delegates shall be recommended by the Nominating Committee and approved by the National Council of Representatives for placement on the ballot for election by the membership.
- B. Delegates shall be elected on a rotating basis and shall serve a term of three (3) years or until their successors are elected.
- C. Delegates shall be limited to two (2) consecutive terms.

Section 2. Directors.

- A. The Section shall have four (4) voting Directors on the Board of Directors of the Society. One of the Directors shall be the President of the Section, one (1) shall be the President-elect of the Section and two (2) Directors shall be elected by the National Council of Representatives from among the Delegates serving on the House of Delegates.
- B. The elected Directors shall serve a three-year term or until their successor is elected.
- C. The elected Directors shall be limited to two (2) consecutive terms.

Section 3. Vacancies.

Vacancies in either the Delegate or Director positions shall be filled by Presidential appointment for the unexpired term.

ARTICLE VIII.

EXECUTIVE BOARD.

Section 1. Composition, Selection, and Terms.

- A. The Executive Board shall be composed of the following voting members:
 - 1.) President, President-Elect, Secretary, Finance Chair/Treasurer, Immediate Past President, Technologist Section Directors At-Large, three members elected by the National Council of Representatives, and the Speaker of the National Council of Representatives.
 - 2.) Non-voting members: Chairs of the Program Committee, Continuing Education Committee, Publications Committee, Professional Development and Education Fund, and the Advocacy Committee.
- B. Executive Board Members-at-Large: Three (3) Executive Board Members-at-Large shall be recommended by the National Council of Representatives. Two (2) members must be selected from the SNMMI-TS membership. One (1) member must be selected from the membership of the National Council of Representatives who must then vacate their position on the National Council of Representatives.
- C. Selection: Eligibility requirements shall be identified in the SNMMI-TS Policy and Procedures Manual.
- D. Terms:
 - 1.) Executive Board members-at-large shall serve a two-year term and may serve for no more than two (2) consecutive terms.

- 2.) Unless specified otherwise, all other voting and non-voting members mentioned above shall be elected/appointed in the manner prescribed in these Bylaws or in the Policy and Procedures Manual.
- 3.) Terms shall commence at the conclusion of the Annual Meeting of the Society.

Section 2. Duties/Responsibilities.

- A. Develop and implement the SNMMI-TS Strategic Plan.
- B. Develop, approve, and implement the Policies and Procedures of the Section.
- C. Manage the business and financial affairs of the Section to include the development and implementation of an annual budget for the Section and the setting of the Section dues in a manner consistent with the strategic and operational interests of the Section and its membership.
- D. Develop, monitor, and evaluate programs that implement Section policies.
- E. Identify relevant professional issues for presentation to and action by the National Council of Representatives.
- F. Coordinate and monitor the activities of all organizational components within the Section.

Section 3. Meetings of the Executive Board.

- A. The Executive Board shall meet at such times as determined by the President and /or the Executive Board.
- B. Notification for all meetings of the Executive Board shall be given in the manner prescribed in the Policy and Procedures Manual.
- C. A quorum for all meetings of the Board shall consist of the presence of a majority of the Board's members then in office.

ARTICLE IX.

NOMINATIONS AND ELECTIONS

Section 1. The Nominating Committee shall prepare and submit to each voting member a ballot that shall contain:

- A. At least two (2) names for the offices of President-elect and Secretary. Space will be provided for one write-in candidate for each office.
- B. Two (2) names for the Finance Committee with space for one write-in candidate.
- C. Names for the positions of Delegate to the Society's House of Delegates as stated in these Bylaws.

Section 2. Ballots shall be returned in the manner prescribed in the Policy and Procedures Manual at least 30 days prior to the Annual Meeting of the Society. Ballots received later than 30 days prior to the Annual Meeting of the Society shall not be counted.

Section 3. The names of nominees selected by the Nominating Committee shall be forwarded to the membership at least 60 days prior to the Annual Meeting of the Society.

Section 4. The nominee who receives the highest number of votes for any elected position shall be duly elected.

Section 5. In the event of a tie vote, the members present at the Annual Business Meeting of the Section shall break the tie.

Section 6. To be elected, each write-in candidate must indicate willingness to accept office not later than one day after notification of results of the ballot.

Section 7. The tabulation of ballots shall be done in the manner prescribed in the Policy and Procedures Manual.

Section 8. Results of the election shall be made known at the Annual Business Meeting of the Section.

Section 9. 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 Executive Board.

ARTICLE X. NOMINATIONS AND ELECTIONS FOR THE NATIONAL COUNCIL OF REPRESENTATIVES

Section 1. The Nominating Committee shall prepare and submit to each voting member of the National Council of Representatives a ballot that shall contain:

- A. At least three (3) names for the Executive Board Member-at-Large, one (1) for each of the three elected members to the Executive Board. Two (2) members must be selected from the Section membership and one (1) must be selected from among the National Council of Representatives membership.
- B. At least one (1) name from each specialty category serving on the National Council of Representatives.
- C. At least one (1) name for the industry representative.
- D. At least four (4) names for each of the four (4) elected members to the Nominating Committee with space provided for four (4) write-in candidates.

Section 2. Ballots shall be returned in the manner prescribed in the Policy and Procedures Manual at least 30 days prior to the Annual Meeting of the Society. Ballots received later than 30 days prior to the Annual Meeting shall not be counted.

Section 3. The names of nominees selected by the Nominating Committee shall be forwarded to the National Council of Representatives at least 60 days prior to the Annual Meeting of the Society.

Section 4. The nominee who receives the highest number of votes for any elected position shall be duly elected.

Section 5. In the event of a tie vote, the National Council of Representatives members present at the Annual Meeting of the Section shall break the tie.

Section 6. The tabulation of ballots shall be done in the manner prescribed in the Policy and Procedures Manual.

Section 7. Results of the election shall be made known at the Annual Meeting of the Section.

Section 8. 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 Executive Board.

Section 9. The eligibility requirements, selection requirements and voting procedures shall be done in the manner prescribed in the Policy and Procedures Manual.

ARTICLE XI. COMMITTEES

Section 1. Standing Committees.

- A. The Standing Committees of the National Council of Representatives shall be: Bylaws, Finance, and Nominating.
- B. Unless specified otherwise in these Bylaws, all Standing committees shall be appointed in the manner prescribed in the Policy and Procedures Manual. The composition, terms, powers and duties of all Standing committees shall be determined by the Executive Board and outlined in the Policy and Procedures Manual.
- C. Finance Committee:
 - 1.) Shall consist of the officers, the Chairs of the Publications and Program Committees, and three (3) elected members.
 - 2.) Elected members to this committee shall serve a three-year term and shall be elected on a rotating basis such that one member shall be elected each year. Members may be re-elected.
 - 3.) The Chair of this committee shall be the individual, from among the three (3) elected members, serving in the third year of the three-year term.
 - 4.) The Chair of this committee shall serve as the Treasurer of the Section.

5.) In addition to any duties outlined in the Policy and Procedures Manual, the committee shall:

- a. Report to the Executive Board on the assets, liabilities, and financial affairs of the Section;
- b. Offer recommendations regarding fiscal policy and expenditures for the succeeding year; and
- c. Submit a proposed budget, for the following budget year, to the Executive Board for approval.

D. Nominating Committee: The Nominating Committee shall consist of five (5) members. Four (4) members shall be elected annually by the National Council of Representatives. 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 IX of these Bylaws and those duties delineated in the Policy and Procedures Manual.

Section 2. Special Committees.

- A. The President may create and appoint chairs and members of special committees, task forces, and work groups when deemed necessary.

Section 3.

The President and President-Elect, shall be an ex-officio member of all committees, task forces and workgroups, except the Nominating Committee.

ARTICLE XII. AMENDMENTS

Section 1. Amendments to these Bylaws may be proposed by Standing Committees, the Executive Board, the National Council of Representatives, or by a signed petition of two percent of the voting members in good standing.

Section 2. Proposed amendments shall be submitted to the President, and the Chair of the Bylaws Committee stating the desired change and rationale for the change.

Section 3. All proposed amendments shall be presented to the National Council of Representatives for review and approval.

Section 4. Proposed amendments approved by the National Council of Representatives shall be submitted to the membership by ballot at least sixty (60) days prior to the Annual Meeting of the Society. Ballots must be returned, in the manner prescribed, no later than thirty (30) days prior to the annual meeting of the Society. Ballots received later than thirty (30) days prior to the Annual Meeting of the Society shall not be counted.

Section 5. A special ballot approved by the National Council of Representatives, may be submitted to the membership in the manner prescribed in the SNMMI Policy and Procedures Manual.

Section 6. The ballot shall contain the proposed amendment, the author's name, the rationale for the amendment, and a statement outlining the National Council of Representatives' stand on the proposal.

Section 7. A majority vote (in the affirmative) of the returned valid ballots shall be required to amend Bylaws of the Section.

Section 8. All proposed amendments must be consistent with these Bylaws and the Bylaws of the Society.

Section 9. Approved Bylaws amendments shall become effective immediately unless another time is stipulated along with the proposed amendment.

ARTICLE XIII. 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 Society, these Bylaws, and any special rules of order the Section may adopt.

ARTICLE XIV.

DISSOLUTION

Should the Section cease to exist, all minutes, documents and money become the property of The Society of Nuclear Medicine and Molecular Imaging, Inc.