

BYLAWS OF THE UTAH SOCIETY OF RADIOLOGIC TECHNOLOGISTS

Adopted:

Last Amended: 9/26/2020

ARTICLE I

Name

The name of this society shall be The Utah Society of Radiologic Technologists, hereafter referred to as the “Society”

ARTICLE II

Mission and Purpose

Section 1. Mission

A. The Society is an organization whose mission is to lead and serve its members, the health care profession, and the public, on all issues affecting the Radiologic Sciences.

Section 2. Purpose

A. The purpose of the Society shall be to advance the 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.

ARTICLE III

The American Society of Radiologic Technologists (ASRT) shall be the governing/advising body. The Society shall be governed by the ASRT Bylaws and regulations pertaining to the ASRT affiliate organizations. The Society needing counseling shall submit its problems to the ASRT through the agreement of the USRT board of directors.

ARTICLE IV

Membership

Section 1. Policy

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 capacity 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, supporting members, life members and honorary members. All candidates for membership, except life and honorary members, shall submit the prescribed application form properly completed, together with the required fees, and shall furnish any additional information which may be required

Section 3. Categories

A. Active members are those who are registered or credentialed in a primary modality by certification agencies recognized by the ASRT or hold an unrestricted license under state statutes. They shall have all rights, privileges and obligations of membership including the right to vote, debate, hold office and serve as a delegate in the ASRT House of Delegates.

B. Associate members shall be those persons actively practicing the art and science of radiologic technology, but do not have the qualifications for active membership. They shall have the obligations and privileges of active members except to vote, or hold office, or serve as a delegate in the ASRT House of Delegates.

C. Student members shall be those Society members who are enrolled in an accredited radiologic science program. Student members shall have all the privileges and obligations of active members, except the right to vote.

D. Life members shall be active members who have rendered unusual service to the Society Life members shall be selected by a unanimous recommendation by the Board of Directors and by a majority vote at a regular meeting. They shall pay no dues, but shall have all the privileges and obligations of an active member.

E. Honorary membership shall be granted to individuals whom have given service to the profession. Honorary members shall be selected by a majority vote at a business meeting, upon unanimous recommendation of the Board of Directors. They shall pay no dues, but shall have all privileges and obligations of active members except the right to vote or hold office, or serve as a delegate in the ASRT House of Delegates.

F. Supporting members shall be those persons who are interested in promoting the purposes and functions of this Society, but who are not eligible for any other category of membership. They shall have all the privileges and obligations of members except the right to vote or hold office.

Section 4. Dues and Fees

A. Dues for active associate, supporting and student members, established by a majority vote of the Board of Directors, require adoption by a two-thirds (2/3) vote of the voting members present at the next annual business meeting. Notice of such shall be given to the voting members at least thirty (30) days in advance of the vote.

B. Annual dues are due and payable on the member's anniversary date. Membership shall be renewed in the same category as the year before provided the member has not, in the interim, become eligible for a different class of membership.

C. The application fee for active, associate supporting and student members shall be uniform and of such amount as is required by the Society and determined by a unanimous vote of the Board of Directors. In the case of the student member, the fee may be waived.

Section 5. Affiliate Chapters

A. Affiliate Chapters shall follow the procedure stated in the Society Regulations to become affiliated with the Utah Society of Radiologic Technologists.

B. Members of an affiliate chapter shall be Associate Members of the Society unless they have paid all dues. Upon receipt of such dues, they will be considered Active Members and hold all rights, privileges and obligations of members.

C. Affiliate Chapters shall select candidates from their respective disciplines to represent them and forward these selections to the Board of Directors.

D. Affiliate Chapters shall be obliged under the charter granted by this Society to regulate its members and business so that the constitutional codes, principles, policies, purposes and procedures of this Society shall not be superseded nor obstructed.

E. Revocation of an Affiliate Chapter charter may occur if special conditions exist. These special conditions are:

1. Fails to abide by the terms under which the charter was granted; or
2. Adopts or persists in policies and procedures contrary to the purposes of this Society; or
3. Fails to regulate its members and business so that the constitutional codes, principles, purposes and procedures of this Society shall not be superseded or obstructed.

F. The Society shall not be responsible for any debts, actions or statements made by, or on behalf of, any chapter.

Section 6. Resignation

Any member shall have the right to resign by written communication to the Society's business address. In the case of resignation the member has 20 days to relinquish all account information, materials and documents related to their position to a member of the Board.

Section 7. 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 8. Reinstatement

A member who has resigned or whose membership has been deleted from the Society for other reasons may be reinstated only after filing a new application and paying the fees as a new member.

ARTICLE V

Officers

Section 1. Composition

The officers of the Utah Society of Radiologic Technologists shall be: President, President-Elect, Vice President, Secretary, Treasurer, Electronic Media Administrator, RT Representative, Mammography Representative, Legislative Advocacy Representative, Student Representative, and such additional officers as are recommended by the Board of Directors, and ratified by the membership.

Section 2. Qualifications

The elected officers shall be active members of the Society and the American Society of Radiologic Technologists and certified by the ARRT, or National certifying body, in the field of radiologic technology.

Section 3. Responsibilities

A. President

1. The President shall preside at all meetings of the Society and perform all duties consistent with this office.
2. The President shall be ex-officio member of all committees, except the nominating committee.
3. The President shall appoint committees unless otherwise provided for in the bylaws.
4. The President shall assume those duties stated in the Society regulations.

B. Vice President

1. The Vice President shall be acquainted with all of the duties of the President and shall assume those duties when necessary.
2. The Vice President shall perform those duties stated in the Society Regulations.
3. The Vice President shall be responsible for appointing an election committee for the annual meeting.

C. President-Elect

1. The President-Elect shall be familiar with the activities of the Society and shall make all preparations necessary for elevation to the office of President.
2. The President-Elect shall perform those duties stated in the Society Regulations.

D. Secretary

1. The Secretary shall maintain correct and permanent records of the membership, take minutes at the monthly meetings, and the Board of Directors meetings.
2. The Secretary conducts the Society correspondence and performs all other duties of the office of Secretary.
3. The Secretary is responsible for notifying the American Society of Radiologic Technologists of election results within 30 days following the election.
4. The Secretary shall assume those duties stated in the Society Regulations.

E. Treasurer

1. The Treasurer receives and keeps the funds of the Society, and pays accounts due upon the order of the Board of Directors.
2. The Treasurer receives all annual dues.
3. At the time of the annual meeting, the Treasurer shall make a full financial report which shall be incorporated into the minutes.
4. The Treasurer shall perform those duties stated in the Society Regulations.
5. The records of the Treasurer will be audited by a peer committee established by the Board of Directors within thirty (30) days of the close of the annual meeting. If any major discrepancy is found, the books will be sent for an external audit.

F. Electronic Media Administrator

The Electronic Media Administrator is an appointed non-voting member of the Board. The Electronic Media Administrator will maintain, manage, and update all member electronic services. Those services will include, but not be limited to, Society web site, membership information, educational courses, and continuing education. The Electronic Media Administrator does not have to be a radiologic technologist.

G. RT Representative

The RT Representative shall represent the general membership of the Society, except for RTs in the Mammography chapter. The RT Representative shall act as a liaison with duties assigned by the president.

H. Mammography Representative

The Mammography Representative is the president of the Mammography chapter and shall represent the general membership of the Mammography chapter in the Society. If the Mammography chapter is dissolved this position will be eliminated from the Board.

I. Legislative Advocacy Representative

The Legislative Advocacy Representative (LAR) shall work in conjunction with the ASRT advocacy group. The LAR shall attend all of the quarterly Radiology Board meetings of the Utah Division of Occupational and Professional Licensing (DOPL). The LAR shall act as a liaison with duties assigned by the president.

J. Student Representative

The Student Representative shall represent the student membership of the Society in all areas of the Radiologic Sciences. The Student Representative can be a student that is in any educational program in the State of Utah from any modality (e.g. RT, Mammo, CT, MRI, Sonography, Nuc. Med, Radiation Therapy, etc.). The student representative is a non-voting member of the Board.

Section 4. Terms

A. All officers shall serve their designated term, or until their successors have been appointed or elected and assume their office. They shall surrender to their successors all records and properties belonging to the Society.

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 and Board Chairman.

C. The Vice President and Secretary will serve for two (2) years and be elected in even years

D. The Treasurer and RT Representative will serve for two (2) years and be elected in odd years.

E. The Legislative Advocacy Representative will serve for two (2) years and be elected in odd years.

F. The Student Representative shall serve for two years and be elected in the odd years. If the Student Representative completes his/her schooling before the end of their appointment they shall continue to the end of their term. Student Representatives cannot be re-appointed for another 2 year term.

G. The Electronic Media Administrator will serve until replaced by the Board of Directors.

H. The term shall begin at the close of each Annual Meeting.

I. An officer who meets eligibility requirements at the time of nomination shall be permitted to complete the term, even though employment status changes.

Section 5. Nominations

A. Nominations for qualified officers will be accepted by the nominating prior to the annual meeting. The nominated candidates will introduce themselves before the general membership at the annual meeting.

B A nominating committee of three members shall be appointed by the Board. This committee shall serve during the upcoming year. The committee shall satisfy itself that all candidates are willing to serve if elected.

Section 6. Elections

A. The President-Elect, Vice President, Secretary and Treasurer, or any other voting officer shall be elected by a majority vote of the voting members of the Society at the annual meeting. In the case of a tie, the Chairman will decide by a flip of the coin. Officers shall serve until their successors have been installed.

B. The established voting procedure in the Society Regulations shall be followed and the counting of the ballots shall be done by the nominating committee. The report of the nominating committee shall be submitted to the President for announcement following the vote by the membership.

C. All officers, except the President and President-Elect can be re-elected.

D. A newly elected Board member has up to 30 days following the election to provide proof of USRT and ASRT membership. If this is not met the Board member cannot occupy the seat on the Board. The runner-up will be the new Board member. If no runner-up is available the Board will call for a nomination and re-election among the general membership for the vacant position at the next assembly of its members.

Section 7. 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 VI

Board of Directors

Section 1. Composition

A. The Board of Directors shall be composed of the immediate past president, the elected

officers, and one additional technologist representative (RT Representative) as elected by majority vote; one Mammography representative from an affiliate chapter, one Student Representative, and one board appointed Electronic Media Administrator.

B. The immediate past president will serve on the Board of Directors in the position of chairman.

Section 2. Qualifications

A. All members of the Board of Directors shall be active members in the Society and the American Society of Radiologic Technologists and employed in the radiologic sciences unless stated otherwise elsewhere in these bylaws

B. The Electronic Media Administrator shall demonstrate competency in electronic media and web design.

Section 3. Duties

A. The Board of Directors is entrusted with administrative authority to transact the business of the Society in the interim between the yearly meetings. Additional responsibilities of the Board of Directors shall be stated in the Society Regulations.

The Board of Directors shall fulfill requirements of the 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.

B. Directors shall perform those duties stated in the Society Regulations.

Section 4. Meetings

A. The Board of Directors shall meet a minimum of six times per year, to include pre and post annual meeting.

B. The president, or a majority of the members of the Board of Directors, upon request to the chairman of the Board may call a special meeting. Members shall be notified at least fifteen (15) days in advance of such meetings, together with an agenda of the meeting to be held.

C., The President shall call the meeting to order. The Chairman of the Board of Directors shall perform those duties stated in the Society Regulations.

D. The Board of Directors may permit any or all members to participate in a meeting by, or conduct the meeting through the use of, any means of communication by which all members participating may simultaneously hear each other during the meeting.

ARTICLE VII

Society Delegates to the ASRT House of Delegates

Section 1. Delegates to ASRT

- A. Two Society delegates and two alternate delegates shall be appointed by the Board of Directors. One appointment will be the current president if he/she is able to attend.
- 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's 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 provision to censure, reprimand, and remove stated elsewhere in these bylaws.

Section 2. Qualifications

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

Section 3. Responsibilities

- A. A delegate shall attend the ASRT House of Delegates meeting and all meetings required of delegates.
- B. Respond to communications from the ASRT and the House of Delegates
- C. Disseminate information from the ASRT and House of Delegates to the Society Board of Directors and members.

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's 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 the ASRT or Society 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 VIII

Annual Meetings

- A. The Society shall conduct a meeting each year for the presentation of reports and the election of officers.**
- B. Notice of the meeting shall be given at least 30 days in advance and shall be published on the Society's website.**
- C. A quorum shall consist of at least thirty (30) percent of the voting members of the Society registered at the annual meeting.**

ARTICLE IX

Committees

Section 1. Committees

The Board of Directors shall establish committees as deemed necessary to aid the Society in carrying on its activities. The following are the current standing committees in the Society; additional committees may be formed as needed:

- a. Advocacy Committee

- b. Conference Committee
- c. Continuing Education Committee
- d. Election/Nominating Committee
- e. Electronic Media Committee
- f. History Committee

Section 2. Qualifications

The committee members shall be active members of the Society.

Section 3. Duties

Committees shall perform those duties outlined in the Society Regulations.

Section 4. Committee Chairman

The President shall appoint committees, including the chairman, unless in conflict with other sections of the bylaws.

Section 5. Vacancies

A vacancy in any committee shall be filled by appointment by the President.

ARTICLE X

Parliamentary Authority

The rules contained in the current edition of Roberts' Rules of Order, Newly Revised shall govern the Society in all cases which they are applicable and consistent with these bylaws and any special rules or order the Society may adopt.

ARTICLE XI

Amendments

A. These bylaws may be amended by a two-thirds (2/3) vote of the voting members of the Society in attendance at an annual business meeting.

B. Notice of proposed bylaw amendment shall be provided to members at least fifteen (15) days prior to the annual business meeting.

ARTICLE XII

Indemnification

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 being or having been an officer, director, employee or delegate of the Society if the above-named individual acted in good faith and within the scope of the above-named individual's authority and in a manner reasonably believed to be not opposed to the best interests 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 bylaw. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to which such officer, director, employee or delegate may be entitled.

ARTICLE XIII

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 in radiologic technology, consistent with those of the Society, as designated by the Board of Directors.