AMERICAN COLLEGE OF OSTEOPATHIC PEDIATRICIANS

BYLAWS

ARTICLE I
Name
The name of the organization is the American College of Osteopathic Pediatricians, herein referred to as the College.

ARTICLE II
Objectives and Purposes
The College is a non-profit organization whose primary purpose is to foster and stimulate improvement in all aspects of the health and well-being of children which properly comes within the scope of the specialty of pediatrics. In addition, the College is organized:

(1) To integrate the osteopathic health concept into the specialty of pediatrics.

(2) To foster measures and conduct activities to increase the effectiveness of the specialty of pediatrics and pediatric education at all levels.

(3) To encourage and sponsor scientific research in the specialty of pediatrics, including publications in scientific journals.

(4) To cooperate with other organizations having similar purposes.

(5) To maintain and promote the highest ethical standards in pediatric care and research.

ARTICLE III
Membership: Qualifications and Privileges
Active membership in the College shall be available to osteopathic physicians who have qualified for such membership as set forth in these Bylaws. The categories of membership shall be as follows: Fellow, Associate, Candidate, General, Emeritus, Honorary, and Student.

Section 1: Application
Any individual applying for membership in the college shall submit information as required by the College's Board of Trustees which has final approval authority. Any controversy concerning membership categories or criteria will be resolved by the Board of Trustees, which has final authority in this regard.

Section 2: Term, Renewal, and Transfers
All memberships shall terminate on the last day of the calendar year. Memberships shall be renewed automatically each year if the member is in good standing with dues paid in full.

Section 3: Voting
Voting privileges shall be limited to one vote for each member who has paid all past and current dues. The President shall inform all members of this procedure in the official notification of any
membership meeting of the College and prior to any vote of the membership that is to be cast. The act of a majority of the voting members shall be the act of the voting membership. Votes may also be handled via fax and or electronically.

Section 4: Termination of Membership
By a two-thirds (2/3) affirmative vote, the Board of Trustees may expel a member for any cause which, in its judgment, is deemed sufficient. No member shall be expelled until he/she has been notified in writing of the charges and has had opportunity for a hearing before the Board of Trustees within thirty (30) days of receipt of the charges. If no response is received within the thirty (30) day period, the member may automatically be expelled. If a hearing is held, a decision shall be made and conveyed in writing to the member within thirty (30) days of the hearing date. Upon expulsion, all rights and privileges are terminated and the membership certificate shall be surrendered.

Section 5. Categories of Membership
A. Fellow
Applicants shall provide documentation to support minimum criteria, as follows:

(1) Certification in pediatrics by the American Osteopathic Association through the American Osteopathic Board of Pediatrics or the American Board of Pediatrics.

(2) License to practice.

(3) High ethical standards.

Fellows may vote, hold office, serve on committees and shall pay dues.

B. Associate
Applicants shall provide documentation to support minimum criteria, as follows:

(1) Completion of approved AOA or ACGME pediatric training programs.

(2) License to practice.

(3) High ethical standards.

(4) Advance to Fellow membership within five (5) years, or automatically be transferred to General member category.

Associate members may vote, hold office, serve on committees and shall pay dues.

C. Candidate
Applicants shall provide documentation to support minimum criteria, as follows:

(1) Interns or Residents participating in approved AOA OR ACGME pediatric training programs.
D. General
Applicants shall provide documentation to support minimum criteria, as follows:

(1) A physician interested in pediatrics.

(2) License to practice.

(3) High ethical standards.

General members may not vote or hold office, but may serve on committees and shall pay dues.

E. Emeritus
Applicants shall provide documentation to support minimum criteria, as follows:

(1) Has reached the age of sixty-five (65) and held continuous membership for twenty-five (25) years; or

(2) Because of illness or other reason acceptable to the Board of Trustees has retired from practice.

Emeritus members may vote, hold office, serve on committees and shall not pay dues.

F. Honorary
Any individual who has made a significant contribution to child health or to the College may be elected to Honorary membership. Fellows may submit nominations in writing to the Board of Trustees, who shall elect by unanimous affirmative vote.

G. Student
Applicant shall provide documentation to support minimum criteria, as follows: any student currently enrolled full time in an osteopathic college accredited by the aoa. Student must have expressed an interest in pursuing training in pediatrics.

(1) May serve on any committee

(2) May not vote

(3) May pay dues

(4) May hold ex-officio non voting member on any committee.
Candidates will be nominated from their respective college of osteopathic medicine and a ballot vote will be held to accept into membership those candidates nominated.

ARTICLE IV
Officers
Section 1. Nomination and Election
Officers shall be the following, each to serve for a term of two (2) years, or longer if filling an unexpired term: President, Vice-President, Secretary-Treasurer and Immediate Past-President. Election of all nominees as Officers and Trustees shall be by plurality vote of the members voting at the Annual Business Meeting. Upon decision of the Board of Trustees, a mail ballot of the membership may be utilized in lieu of election at the Annual Business Meetings. Thirty (30) days shall be allowed for the return of ballots and plurality shall elect.

Nominations for the offices to be elected shall be made by a Nominating Committee in accordance with policies and procedures approved by the Board of Trustees.

The Nominating Committee shall submit its slate for election not less than sixty (60) days prior to the annual meeting. The Nominating Committee slate will be mailed to all members not less than thirty (30) days prior to the annual meeting.

Nominations for election of Officers may be made from the floor at the Annual Business Meeting of the College or written in a mail ballot or alternative electronic ballot in accordance with policies and procedures approved by the Board of Trustees.

In the event of an invalid election at the annual meeting for any reason, current officers will remain seated until their successors are elected at the next regular meeting.

Section 2. Term
The term of office for all elected Officers shall be two years except for Student/ Resident position who shall hold office for a period of one year and may only serve two terms. The elected Officers shall assume their positions at the annual meeting of the year of their election and shall hold office until the second following annual meeting.

Section 3. Duties of Officers
A. President
The President shall preside at all meetings of the College and Board of Trustees, and shall perform all duties usually associated with the office of President -- including appointment of all committees authorized by the Board of Trustees. The President shall be an ex-officio member of all committees except Nominating. If the President is unable to fulfill the duties, they shall be assumed by the Vice President.

B. Vice President
The Vice President shall preside at all meetings of the College and Board of Trustees in the absence, or upon request, of the President and shall execute those duties delegated by the Board of Trustees.
The Vice President shall carry out duties assigned by the President and shall accede to the office of President at the expiration of the term of office or in the event that office becomes vacant.

C. Immediate Past-President
Upon completion of the term, the President shall become Immediate Past-President.

D. Secretary-Treasurer
The Secretary-Treasurer shall assure that the College records and minutes are properly maintained; and shall supervise the management of College fiscal affairs. If the Secretary-Treasurer is unable to perform the duties, the President shall appoint a successor from among the Board of Trustees.

E. Executive Director
The Executive Director is responsible for the implementation of policies established by the Board of Trustees, and shall be appointed by the Board of Trustees, which shall define the duties and establish compensation.

ARTICLE V
Board of Trustees
Corporate powers shall be vested in the Board of Trustees, which shall consist of Officers of the College (see Article IV) and up to seven (7) trustees. The trustees must include five fellow members and may include one student member and one resident member.

Section 1. Trustees
Trustees shall be Fellows of the College except for the student/resident positions. They shall serve for a two (2) year term and be eligible for re-election to a second two (2) year term. A trustee may serve a total of three (3) terms as a trustee, no more than two (2) of them consecutive with the exception of the Resident/Student positions, who will only serve a term of one year and may only serve two terms.

Section 2. Duties
The Board of Trustees shall have responsibility for management, control, and direction of the affairs of the College. The Board shall:

(1) Determine College policies within the limits of the Bylaws;

(2) Fix dues and fees;

(3) Establish the fiscal year;

(4) Have discretion in the disbursement of its funds;

(5) Actively pursue College purposes and objectives;

(6) Create committees, designate their terms and outline their duties, except as proscribed in these Bylaws.
(7) Nominate and approve the Distinguished Service Award Recipient.

a. The honorary title "Distinguished Service Award," the highest honor of the college, may be conferred on any member who has made significant contributions to pediatrics and/or child health and has been an active member in good standing at least five (5) years.

b. A minimum of three (3) fellows must submit nominations in writing to the board of trustees. Election to distinguished service award status shall be by a two-thirds (2/3) affirmative vote of the board of trustees at a Board meeting.

(8) GRANT AND REVOKE CHARTERS FOR STUDENT CHAPTERS AT COLLEGES OF OSTEOPATHIC MEDICINE.

Section 3. Meetings
The Board of Trustees shall meet at least annually at the time of the Spring Convention of the College. Each member shall be given at least thirty (30) days’ notice of the time and place of any Board of Trustees meeting. Six (6) members shall constitute a quorum.

Section 4. Resignation and Removal
Any Board of Trustees member may resign at any time by giving written notice to the President. Such resignation shall take effect at the time specified therein or, if no time is specified, at the time of acceptance thereof as determined by the President.

Any Board of Trustees member may be removed either by a two-thirds (2/3) vote of the Board of Trustees or the Executive Committee at any regular or special meeting of the Council or Executive Committee at which a quorum is present provided that the Trustee under consideration is provided with a written explanation as to why the Trustee is being removed, and that an opportunity for a hearing before the Council or Executive Committee has been offered; or by a two-thirds (2/3) vote of the voting members of the College, present and voting at any regular or special meeting, who elected the Officer being considered for removal from office.

Section 5: Vacancies
In case of resignation of a member of the Board of Trustees, or if for any reason including ineligibility or removal, a member of the Board of Trustees is unable to complete his or her term, the President may appoint a successor to complete the unexpired term. In such cases the President’s appointment shall be with the approval of the Board of Trustees.

ARTICLE VI
Meetings of the Membership

Section 1. Annual Business Meeting
An Annual Business Meeting shall be held each year at a time and place designated by the Board of Trustees. Each member shall receive at least thirty (30) days’ notice of the meeting. Election of Officers and Trustee(s) shall be conducted at the Annual Business Meeting, or by mail ballot as provided in these Bylaws. At least twenty (20) members present at the Annual Business Meeting shall constitute a quorum.
Section 2. Special Meetings
Special meetings of the College may be called by the President or by majority vote of the College. Each member shall be notified by mail of the purpose of the meeting not less than fifteen (15) days prior to the meeting date. Twenty (20) members present and voting shall constitute a quorum.

Section 3. Rules of Order
Roberts Rules of Order, Newly Revised shall govern the conduct of all meetings of the College, except as outlined in these Bylaws, regulations, and/or special rules adopted by the College.

ARTICLE VII
Committees
The standing committees of the College shall be as follows:

Section 1. Executive Committee
The Executive Committee, empowered to act in the interim between College meetings and on behalf of the College, shall be the President, Vice-President, Secretary-Treasurer and Executive Director.

Section 2. Evaluating Committee
The Evaluating Committee shall consist of a minimum of three (3) members, one of whom shall be designated chairman. Its duties shall include:

(1) Establish basic requirements for approval of residency training programs in pediatrics and pediatric subspecialties referred to the American Osteopathic Association.

(2) Approve applications for osteopathic and non-osteopathic residency training programs in pediatrics and pediatric subspecialties referred to this Committee by the American Osteopathic Association.

(3) Approve the annual reports of residents and program directors participating in approved training programs in pediatric subspecialties.

(4) Approve reports of inspections for approval and/or continuation of approval of osteopathic and non-osteopathic residency training programs in pediatrics and pediatric subspecialties referred to this Committee by the American Osteopathic Association.

(5) Maintain a roster of qualified pediatricians from which inspectors shall be selected to conduct these inspections.

(6) Undertake any other projects assigned to this Committee by the American Osteopathic Association or the ACOP Board of Trustees.

(7) Submit its recommendations to the ACOP Board of Trustees and the American Osteopathic Association.
SECTION 3. Awards Committee
The awards committee will select the pediatrician of the year recipient and the Watson lecturer.

Section 4. Membership
The Membership Committee shall consist of three (3) Fellow members, one of who shall be designated chairman. The Committee shall investigate the qualifications of applicants for membership in all categories, including Distinguished Service Awards, and make recommendations to the Board of Trustees.

Section 5. Nominating Committee
The Nominating Committee shall serve for one (1) year and consist of a Past-President (other than Immediate), who shall serve as chairman; two (2) members of the Board; and two (2) Fellow members who are not Board members. The Nominating Committee shall present to the membership a slate of nominees for the offices of Vice-President, Secretary-Treasurer, and Trustee(s).

Section 6. Continuing Medical Education Committee
The CME Committee shall be composed of the CME Committee Director, chair and assistant chair of each educational program and consultants as designated by the committee. The CME Committee shall function to implement educational programs designed to meet the objectives and purposes of the College (Article II) and the needs of the membership.

Section 7. Ad Hoc Committees
The Board of Trustees may create additional Ad Hoc Committees as necessary.

Section 8. Government Affairs Committee
This committee serves to monitor and advocate on legislative matters that affect the pediatric osteopathic profession as well as the patients served.

ARTICLE VIII
Ethics
The American College of Osteopathic Pediatricians subscribes to the code of ethics contained in the bylaws of the American Osteopathic Association.

ARTICLE IX
Amendments
These Bylaws may be amended by affirmative vote of a majority of the members voting at the Annual Business Meeting. Upon decision of the Board of Trustees, a mail ballot of the membership may be utilized in lieu of voting at the Annual Business Meeting. Thirty (30) days shall be allowed for the return of ballots and a plurality shall elect.