

Oklahoma Society of Radiologic Technologists, Inc.

Bylaws

Article I Name

The name of this organization shall be the Oklahoma Society of Radiologic Technologists, Inc. herein referred to as OSRT, Inc.

Article II Purpose

The purpose of the OSRT, Inc. shall be to advance the radiation science professions; to assist in establishing and maintaining high standards of education and clinical practice; and to enhance the quality of patient care.

Article III Membership

Section 1: Policy

- A. The OSRT, Inc. 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 OSRT, Inc. or any of its officers, Board of Directors, delegates or staff, in their official capacities, shall not be used in connection with a corporate company for other than that of the regular functions of the OSRT, Inc.

Section 2: Qualifications

- A. The members of the OSRT, Inc. shall be those persons associated with the radiologic sciences. The terms radiographer, nuclear medicine technologist, sonographer, radiation therapist, and medical dosimetrist are used to describe the areas of certification or licensure of such members. Additional terms of description may be adopted by the OSRT, Inc. that identifies new areas of certification or licensure.
- B. Membership in the OSRT, Inc. shall be open to those individuals associated with the practice, education or administration of radiation and imaging disciplines and specialties.
- C. A candidate for membership, except life and honorary, shall submit the properly completed prescribed application form along with the required fee to the OSRT, Inc and shall furnish any additional information as may be required. A qualified candidate shall be issued a membership card.

Section 3: Categories

- A. Active 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. Associate members are those persons who are or have been employed in the practice, educational, managerial or commercial aspects of the radiologic sciences and are interested in promoting the purpose of the OSRT, Inc. but do not qualify for active, retired, Life or student membership. They have the privileges and obligations of active members except the right to vote and hold office.
- C. Student members are those persons who are enrolled in accredited radiologic sciences programs. They have the privileges and obligations of active members except the right to vote and hold office. Eligibility for student membership shall terminate upon certification or discontinuation of such education in the radiologic sciences. Student membership shall not be granted to any individual holding credentials in any discipline.
- D. Life members are those persons who have rendered outstanding and sustaining service to the OSRT, Inc. above and beyond the ordinary demands of membership and contributed to the OSRT, Inc. and to the profession through continuing efforts and exemplary performance. Life members shall be selected by a majority vote at an annual meeting, upon unanimous recommendation of the Board of Directors based on the published criteria. They have all the privileges and obligations of active members. They shall pay no dues.
- E. Retired members are those who have retired from practicing in the radiologic sciences. They must meet the Social Security Administration requirements for retirement status. They have the privileges and obligations of active members except the right to vote or hold office.
- F. Honorary members are those who the OSRT, Inc. wishes to honor because of the interest they have shown in the activities and purpose of the honorary members shall be selected by a majority vote at an annual meeting, upon unanimous recommendation of the Board of Directors based on the published criteria. They shall have the privileges and obligations of active members except the right to vote or hold office. They shall pay no dues.

Section 4: Dues

- A. Membership fees of all categories shall be established by the Board of Directors and require adoption by a two-thirds (2/3) vote of the voting members present and voting at an annual business meeting. Full year membership fees shall be due on July 1st of each year.
- B. Notice of a proposed dues change must be communicated to the membership at least thirty (30) days in advance of the vote.
- 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 OSRT, Inc.
- D. Dues shall be paid within sixty (60) days of renewal date. The name of any member in arrears after sixty (60) days shall be deleted from the membership rolls.

Section 5: Resignation

Any member shall have the right to resign by written communication to the OSRT, Inc. office providing all dues and other indebtedness to the OSRT, Inc. have been satisfied.

Section 6: 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 OSRT, Inc. or any other conduct prejudicial to the interests of the OSRT, Inc.

- 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 7: Reinstatement

A member who has resigned or whose membership has been deleted from the OSRT, Inc. for other reasons may be reinstated according to the reinstatement policy in the procedure manual.

ARTICLE IV DISTRICT ORGANIZATIONS POWERS AND PRIVILEGES

Section 1: Establishment

- A. The number of district organizations and their boundaries shall be determined by the Board of Directors
- B. Districts may be designated as geographic areas or practice categories.
- C. A district may be terminated by a majority vote of the OSRT, Inc. Board of Directors.

Section 2: Officers:

- A. A president, vice-president, and a 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 OSRT, Inc. and in the district in which they are elected.
- 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.
- D. All officers shall be free from any pecuniary charges on the books of the OSRT, Inc.

Section 3: Membership:

- A. District membership categories shall be consistent with those of the OSRT, Inc., except for life and honorary.
- B. Associate and student members may have the privilege of voting at district meetings and may hold office, other than the office of president, vice-president and president-elect, if applicable in the district.

Section 4: Dues

Districts may establish additional membership and/or attendance fees.

Section 5: Voting Procedures

The district shall establish by a majority vote at a business meeting such voting procedures as best meet the needs of the district and are applicable to the business conducted.

Section 6: Treasury

- A. The district organization 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 7: Duties of a District

The district shall work in conjunction with the needs and philosophies of the OSRT, Inc.

Section 8: 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 OSRT, Inc. Board of Directors.

Section 9: Committees

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

Section 10: District Meetings

District organizations shall hold at least four meetings, but preferably eight, each year.

Section 11: Quorum

Twenty percent (20%) of the district membership in attendance/registered for the meeting, including two officers shall constitute a quorum.

Section 12: Reporting

The district President shall assure that reports of district activities are furnished to the OSRT, Inc. and that an annual report is to be submitted at the time of the annual meeting.

Section 13: Indemnification

The OSRT, Inc. shall not be responsible for any debts or utterances made by any district organization.

Article V Officers

The elected officers of the OSRT, Inc. shall be the president, vice president, president-elect, and secretary-treasurer.

Section 1: Qualifications

All officers shall be active members of the OSRT, Inc., the ASRT and employed in the radiologic sciences. All officers shall maintain current, non-probationary, non-retired status with the ARRT or its equivalent.

Section 2: Responsibilities

A. President

1. Shall perform duties consistent with the office.
2. Shall preside at the annual meeting of the OSRT, Inc.
3. Shall appoint and provide charges to committees and task forces for their presidential year.
4. Shall be an ex-officio member of all Board of Directors' appointed committees, except the Nominating Committee.
5. In the absence or inability of the board chairman to serve as chairman, the president shall preside at meetings of the Board of Directors.

A. Vice President

1. Shall perform all duties consistent with the office.
2. Shall be chairman of the membership committee.
3. Shall assume the duties of the president and president-elect when necessary.

B. President-Elect

1. Shall perform all duties consistent with the office.
2. Shall become familiar with the activities of the OSRT, Inc. and be prepared to assume the office of president.
3. Shall present a proposed budget during the annual meeting.

C. Secretary-Treasurer

1. Shall perform all duties consistent with the office.
2. Shall make a full financial report for the fiscal year ending June 30th to the members present during the annual meeting.

Section 3: Term

- A. The vice president shall serve for a term of one (1) year or until a successor has been appointed or elected.
- B. The secretary-treasurer shall serve a term of two (2) years or until a successor has been appointed or elected.
- C. 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 chairman of the Board of Directors.
- D. All officers shall surrender to their successors all records and properties belonging to the OSRT, Inc.

Section 4: Eligibility

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

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 meeting 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 unanimously agreed upon by the remaining members of the Board of Directors.

Section 6: Censure, Reprimand and Removal

Any officer may be censured, reprimanded or removed from office for dereliction of duty or conduct detrimental to the OSRT, Inc. 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, sufficient, the person charged shall be advised in writing of the charges.
- B. A statement of 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 a two-thirds (2/3) vote of the remaining membership of the Board of Directors.

Section 7: Nominations

- A. A nominating committee of three (3) or more members shall be appointed by the President.
- B. The nominating committee shall abide by the procedures as established by the Board of Directors.
- C. The committee shall satisfy itself that all candidates meet the qualifications and are willing to serve if elected.
- D. It shall be the responsibility of the Nominations Committee to present all the qualified candidates.
- E. Nominations may be submitted by any OSRT, Inc voting member, to the OSRT, Inc.

Section 8: Elections

The vice president, president-elect, secretary-treasurer, OSRT, Inc. delegates to the ASRT house of Delegates and web page editor shall be elected by a plurality vote of the voting members of the OSRT, Inc.

- A. Ballots will be prepared by the Executive Secretary and made available to the voting members according to the procedure manual.
- B. Ballots must be returned and postmarked by the date published on the ballot. Ballots postmarked after this date shall not be counted.
- C. Write-in votes are allowed for all officer and Board of Directors positions.
- D. All officers may be re-elected except for the president-elect.
- E. Newly elected officers and members of the Board of Directors will be notified by the President of the OSRT, Inc. after the Board of Directors has received the election report.
- F. A tie vote shall be decided by the nominating committee.
- G. The newly elected officers shall be installed into office under the direction of the Board of Directors.

Article VI Meetings

Section 1: Annual Meeting

- A. The OSRT, Inc. shall hold an annual meeting each year for the purpose of receiving reports, amending Bylaws, and conducting such other business as may arise; and for presenting educational programs.
- B. The date, site, and accommodations of the annual meeting shall be approved by the Board of Directors.

Section 2: Mid-Year Seminar

- A. The OSRT, Inc. shall hold an annual mid-year seminar.
- B. The date, site, and accommodations of the mid-year seminar shall be approved by the Board of Directors.
- C. Business may be conducted at this meeting if proper notice is given according to Section 3, Special Meetings.

Section 3: Special Meetings

- A. Special meetings of the OSRT, Inc. may be called at such time and place as designated by the Board of Directors. A majority of this group shall constitute sufficient authority.
- B. 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 4: Quorum

A quorum for a business meeting or any special OSRT, Inc. meeting shall consist of twenty-five percent (25%) of the voting members in attendance and includes not less than two (2) officers.

Article VII Board of Directors

Section 1: Composition

- A. The Board of Directors shall consist of the elected officers: president, president-elect, vice president, and secretary-treasurer; the board chairman, web page, OSRT, Inc delegates to ASRT House of Delegates; student interns, a representative from each district affiliate and a representative from the education, administration and radiation therapy communities.
- B. The elected officers and the Board Chairman shall make-up the Executive Committee.
- C. The immediate past president shall serve as chairman of the Board of Directors.
- D. Additional directorships may be established by a vote of the voting members of the OSRT, Inc. Such directors shall serve for a period of one (1) year and shall not succeed to the chairmanship.

Section 2: Qualifications

The Board of Directors shall be active members of the OSRT, Inc and the ASRT.

Section 3: Responsibilities

The Board of Directors shall be vested with the responsibility of the management and operations of the OSRT, Inc.

Section 4: Meetings

- A. The Board of Directors shall meet at least quarterly.
- B. The president, or a majority of the members of the Board of Directors, upon written request to the president, may call a special meeting, providing a fifteen (15) day notice to all Board members is given.

Section 5: Quorum

A majority of the members of the Board of Directors shall constitute a quorum for all meetings.

Section 6: Voting

- A. A vote by mail or fax may be taken when necessary. Actions taken by mail or fax shall be ratified and made a part of the minutes of the next Board of Directors' meeting.
- B. Proxy voting is prohibited.

Section 7: Censure, Reprimand and Removal

Any Board member may be censured, reprimanded or removed from the office for dereliction of duty or conduct detrimental to the OSRT, Inc. 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 serious, the member charged shall be advised, in writing, of the charges.
- B. A statement of 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 a two-thirds (2/3) vote of the remaining membership of the Board of Directors.

Section 8: Vacancies

- A. A vacancy in the Board of Directors, except for president and president-elect, shall be filled by an appointment unanimously agreed upon by the remaining members of the Board of Directors to complete the unexpired term.
- B. In the absence or inability of the Board Chairman to serve, the president shall preside at meetings of the Board of Directors.

Article VIII Executive Committee

Section 1: Composition

The Executive Committee shall be composed of the: immediate past president/board chairman, president, vice president, president-elect, and secretary-treasurer.

Section 2: Responsibilities

The Executive Committee shall have supervision of the management and operations of the OSRT, Inc. between board meetings, make recommendations to the Board of Directors and members, and shall perform other duties as necessary.

Section 3: Voting

- A. A vote by mail or fax may be taken when necessary. Actions taken by mail or fax shall be ratified and made a part of the minutes of the next Board of Directors' meeting.
- B. Proxy voting is prohibited.
- C. Decisions of the Executive Committee shall be determined by a two-thirds (2/3) vote of the full Executive Committee.

Section 4: Quorum

A majority of the members of the Executive Committee shall constitute a quorum

Section 5: Vacancies

Vacancies on the Executive Committee will be filled according to these bylaws.

ARTICLE IX
OSRT, Inc. Delegates to the ASRT House of Delegates

Section 1: Delegates

- A. Two (2) OSRT, Inc. delegates shall be elected by a plurality vote of the membership. These delegates will be elected in alternate years.
- B. The OSRT, Inc. shall submit to ASRT the names of the OSRT, Inc. delegates and alternate delegate by the first business day of April or the OSRT, Inc. delegate positions shall remain open until after the ASRT House of Delegates' meeting.
- C. The OSRT, Inc. has the power to remove delegates.

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 OSRT, Inc. 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 OSRT, Inc.
- D. A delegate shall practice in the radiologic science profession or health care.
- E. A delegate may serve concurrently on the board of any national radiologic science certification or national accreditation agency.
- F. A delegate shall have the time and availability for necessary travel to represent the ASRT

Section 3: Responsibilities

- A. OSRT, Inc. delegates shall 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 OSRT, Inc.

Section 4: Term

OSRT, Inc. delegates may serve for a term of two years; and may not serve more than two consecutive terms.

Section 5: Absence

An absence exists when an appointed OSRT, Inc. 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 OSRT, Inc. 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 6: 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 7: Censure, Reprimand and Removal

Any OSRT, Inc. delegate may be censured, reprimanded or removed from the position for dereliction of duty or conduct detrimental to the ASRT or the OSRT, Inc. 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.

Article X Committees

Section 1: Standing Committees

The Board of Directors shall establish committees as deemed necessary. Such committees shall be responsible to the Board of Directors and may be altered or eliminated at any time by the Board of Directors.

Section 2: Appointment

The president shall appoint the members of the committees. The president is an ex-officio member of all committees except the nominating committee.

Section 3: Vacancies

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

Article XI Parliamentary Authority

- A. The rules contained in the current edition of Roberts' Rules of Order Newly Revised shall govern the OSRT, Inc. in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the OSRT, Inc. may adopt.
- B. All provisions of these bylaws shall apply except when in conflict with state or federal laws affecting nonprofit corporations.

Article XII Amendments of Bylaws

- A. Amendments to these bylaws may be proposed to the Bylaws Committee. no less than ninety (90) days prior to the annual meeting, for consideration at the first business session of the annual meeting.
- B. Amendments to these bylaws require a two-thirds (2/3) vote of the voting members present at the annual meeting business meeting. Notice of such proposed amendments shall be provided to all voting members at least fifteen (15) days prior to the time of voting. Amendments shall be effective at the conclusion of the business meeting unless otherwise specified.

Article XIII Indemnification

Every officer, director, or employee or delegate of the OSRT, Inc. shall be indemnified by the OSRT, Inc. 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 OSRT, Inc. 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 OSRT, Inc. 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 XIV Dissolution

In the event of dissolution or final liquidation of the OSRT, Inc., 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 OSRT, Inc as shall be designated by the Board of Directors.