

# BY-LAWS INTERNATIONAL SOCIETY OF BONE AND SOFT TISSUE PATHOLOGY

Approved on March 13, 2016

ARTICLE 1 - NAME This society shall be called the INTERNATIONAL SOCIETY OF BONE AND SOFT TISSUE PATHOLOGY, incorporated under the laws of the State of Massachusetts, United States of America, as a non-profit organization.

ARTICLE 2 - OBJECTIVES The objectives of this Society are:

- . 2.1 To promote the study and the advancement of bone and soft tissue pathology.
- . 2.2 To create a forum for the discussion and exchange of new knowledge in bone and soft tissue pathology.
- . 2.3 To foster and provide leadership and inter-institutional collaboration in the development of research in bone and soft tissue diseases.
- . 2.4 To promote the organization and improvement of training programs in bone and soft tissue pathology.

## ARTICLE 3 - MEMBERSHIP

There shall be the following kinds of membership:

- . 3.1 **FOUNDING MEMBER** - A physician formally trained in pathology and either certified or recognized as a Pathologist in accordance to each country's regulations for specialists and who has demonstrated interest and has contributed to the field of bone and soft tissue pathology. The Founding Member attended the Organizational Meeting held in Atlanta, Sunday, March 4, 2001.
- . 3.2 **MEMBER** - Any physician formally trained in Pathology

and either recognized or certified as a pathologist (in accordance to each country's regulations and customs for specialists) and who has demonstrated interest and has contributed to the field of bone and soft tissue pathology.

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- . 3.3 ASSOCIATE MEMBER - Any physician or scientist who does not qualify as a regular member but who has demonstrated special interest in the field of bone and soft tissue pathology, as evidenced by significant contributions.
  - . 3.4 IN-TRAINING MEMBER - Any pathologist in training who has an interest in bone and soft tissue pathology.
  - . 3.5 HONORARY MEMBER - Persons who have made distinguished or extraordinary contributions to the field of bone and soft tissue pathology.
  - . 3.6 EMERITUS MEMBER - A person who was either a Founding Member, Member or Associate Member of the Society may be elected upon his request as an EMERITUS MEMBER when he/she retires from gainful activities, provided that the past dues have been fully paid.
  - . 3.7 ELECTION TO MEMBERSHIP - A qualified individual may apply for membership to the Secretary of the Society. An updated copy of the curriculum vitae must accompany each application. After the Membership Committee determines that the applicant is qualified, the nomination shall be confirmed by the Executive Committee and submitted for election by simple majority vote during the next business meeting of the Society or by mail vote at any time.

- . 3.8 RIGHTS OF THE MEMBERS - Only Members and Founding Members shall have the right to hold office or vote. Each member shall be entitled to one vote. Only Members and Founding Members have the right to participate in the business meetings. Scientific meetings are open to all members and non- members. No member shall use the name, the property or the organization of the Society for personal benefit. Only current elected officers shall represent the Society in official business.
- . 3.9 TERMINATION OF MEMBERSHIP - The following shall be causes of termination of membership in the Society:
  - . 3.9.1 Death of the member
  - . 3.9.2 Resignation of the member by written document submitted to the Secretary and acted upon by the Executive Committee.
  - 3.9.3 Expulsion from the Society due to:
    - . 3.9.3.1 Non-payment of dues over two years.
    - . 3.9.3.2 Unethical conduct.

Requests for expulsion of a member shall be documented in writing by two members, acted upon by the Executive Committee after adequate investigation including appropriate communication with the member in question, and final ratification by simple majority vote at the next business meeting. An expelled member can appeal the decision by written document to the Executive Committee.

#### ARTICLE 4 - OFFICERS

- . 4.1 The Executive Committee of the Society shall consist of the following Officers and the Immediate Past President.

- . 4.1.1 President
- . 4.1.2 Vice-President (President-Elect)
- . 4.1.3 Secretary
- . 4.1.4 Treasurer
- . 4.1.5 Officers-at-Large (5)

4.2 ELECTION - Only Members and Founding Members of the Society are eligible to be Officers. Nominations for Officers' positions shall be made by the Nominating Committee and any Member or Founding Member.

#### 4.3 TERM OF OFFICE

4.3.1 The President and the Vice-President shall hold office for periods of two (2) years and shall not be eligible for re-election in successive terms. After the term of office is completed the President shall continue as a member of the Executive Committee for two (2) years (as Immediate Past-President) and the Vice-President shall assume the presidency for a term of two (2) years.

4.3.2 The Secretary shall hold office for a period of eight (8) years and may be re-elected for one (1) additional terms. The Treasurer shall hold office for four (4) years and may be re-elected for one (1) additional term.

4.3.3. The Officers-at-large shall hold office for a period of two (2) years and may be re-elected for two (2) additional terms. A minimum of two Officers at Large will be representative of countries other than the United States.

#### 4.4 DUTIES OF THE OFFICES

- . 4.4.1 Duties of the President - The President shall be the principle executive officer and official spokesperson of the

Society. The President shall preside at all meetings of the Society, serve as Chairman of the Board of Directors, take responsibility as a representative of the Society and oversee deeds, mortgages and contracts which the Board of Directors has approved. The President shall officially receive donations, bequests, or gifts to the Society, on behalf of the Society. The President is empowered to form and make appointments to standing and ad hoc committees which are deemed necessary to make recommendations on important issues, or to which the President delegates certain functions as necessary.

- . 4.4.2 Duties of the Vice-President - The Vice-President shall be the President- Elect. In the absence or incapacity of the President, the Vice-President shall perform the duties of the President. The Vice-President shall execute other duties as delegated by the President or the Executive Committee.
- . 4.4.3 Duties of the Secretary - The Secretary shall keep records of the meetings and other activities of the Society; keep custody of the documents of the Society; and execute other functions delegated by the President or the Executive Committee.
- . 4.4.4 Duties of the Treasurer - The Treasurer shall receive membership dues and other income received by the Society; keep all records of financial documents and transactions with approval of the President; prepare an annual budget for approval by the Executive Committee and execute other functions delegated by the President or the Executive Committee.
- 4.4.5 Duties of the Officers at Large - The Officers-at-Large shall coordinate the activities of the Society in their areas by stimulating educational programs and the recruitment of new members. They shall be members of the By-Laws Committee and comprise the

Web Review Committee and shall execute any other function delegated by the President or the Executive Committee.

## ARTICLE 5 - EXECUTIVE COMMITTEE

The elected officers of the Society shall form the Executive Committee. They also serve as members of the Board of Directors.

The main functions of the Executive Committee are:

5.1 To represent the Society in official business.

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5.2 To carry out the directions and policies approved by the membership.

5.3 To organize and coordinate the regular and extraordinary meetings of the Society.

5.4 To exert leadership in the development and implementation of scientific programs according to the objectives of the Society.

## ARTICLE 6 - BOARD OF DIRECTORS

The elected officers of the Society shall form the Board of Directors as well as the Executive Committee. The president shall serve as Chairman of the Board.

The election of officers and the functions of the Board of Directors are the same as those of the Executive Committee, as outlined in these By-Laws.

The Board of Directors, as such, shall deal specifically with matters related to the incorporation of the Society.

## ARTICLE 7 - MEETINGS

. 7.1 BUSINESS MEETINGS - The President of the Executive

Committee must call a business meeting of all members of the Society at least once a year. All major policy matters must be reported to and approved by the Membership by simple majority vote at a business meeting or by mail (or email) ballot.

- . 7.2 EXECUTIVE COMMITTEE MEMBERS - The President shall call an Executive Committee Meeting any time the President considers it necessary. There shall be at least one yearly meeting of the Executive Committee.
- . 7.3 BOARD OF DIRECTORS MEETING - The chairman shall call a meeting of the Board of Directors, which may coincide with the Annual Meeting of the Society, whenever deemed appropriate. The Chairman (President) must call a meeting of the Board of Directors within 90 days after he receives a request to call such a meeting by the majority of members of the Board.

7.4 SCIENTIFIC MEETING - The Executive Committee shall call scientific meetings at least once a year with a notice to the members at least three (3) months before the meeting. Scheduling of scientific meetings in association with those of other societies may be arranged by the Executive Committee. The Scientific program will be co-ordinated by Moderators to be appointed by the President.

## ARTICLE 8 AWARDS COMMITTEE

8.1 The Awards Committee shall comprise the President, the Vice-President, and two members at large.

8.2 The Awards Committee shall make recommendations to the Executive Committee for the Annual Award for the Best Poster (vs Abstract) presented at the US-Canadian Academy of Pathology meeting by a trainee (resident or fellow) in Pathology. The

selection will be performed by a group of three judges, appointed each year from the Society's membership by the Awards Committee.

8.2.1 The Awards Committee shall also make recommendations to the Executive Committee for the **Distinguished Achievement Award**, to be bestowed annually at the discretion of the Awards committee. The recommendation will be based on listed criteria ([link](#)).

8.3 Term of Judges for Best Poster: one year, renewable twice thereafter (three years total).

## ARTICLE 9 - WEB SITE COMMITTEE

9.1 This committee shall comprise a Chairman and two officers at large. The Chairman shall be appointed by the Executive committee and will serve for three (3) years with possible renewal for a further one (1) term.

9.2 Duties of the committee shall be a) to advise the Executive committee on design and content of the website, b) to serve as editors of any content or images, such as potential case of the month, submitted by members.

## ARTICLE 10 - AMENDMENT OF THE BY-LAWS

### 10.1 By-Laws Committee

The By-Laws Committee shall comprise a Chairman and the Officers-at-Large . The Chairman shall be appointed by the Executive Committee and will serve for three (3) years with possible renewal for a further one (1) term.

#### 10.1.1 Functions of the By-Laws Committee.

The committee shall from time to time review the By-Laws and recommend to the Executive Committee such changes as are



deemed necessary. The Executive Committee shall evaluate and present them to the Membership.

10.2. Proposals to amend the By-Laws may be made by any regular member. Such proposals shall be made in writing to the Secretary and will then be evaluated by the By-Laws Committee. The Executive Committee may itself initiate proposals to amend the By-Laws.

10.3 The amendment(s) shall be approved by a two-thirds (2/3) majority vote of all voting regular members by mail (or email) ballot.

## ARTICLE 11 - ANNUAL DUES

Membership annual dues shall be established by the Executive Committee and paid to the Treasurer in any currency redeemable in US dollars. In-Training, Honorary, and Emeritus members shall pay no dues.

9.1 WAIVER OF DUES The annual dues may be waived by the Executive Committee under certain extraordinary circumstances, including retirement, upon request from the member.

## ARTICLE 10 - LIQUIDATION OF THE SOCIETY

10.1 DECISION TO LIQUIDATION - The Society may be dissolved by two-thirds (2/3) majority vote of regular members. Such a move may be initiated by the Board of Directors. Debts of the Society may be assessed to the regular members as deemed necessary.