

AMERICAN SOCIETY OF HEAD AND NECK RADIOLOGY BYLAWS

Last Amended via Online Vote September 5, 2017

1.0 Name

The name of this corporation shall be the American Society of Head and Neck Radiology.

2.0 Purposes

- 2.1 To advance knowledge in the field of head and neck imaging.
- 2.2 To stimulate interest in the field of head and neck imaging.
- 2.3 To promote research in the field of head and neck imaging.
- 2.4 To improve methods of teaching head and neck radiologic diagnosis.
- 2.5 To provide meetings for the presentation of papers and the dissemination of knowledge.
- 2.6 To foster the continuing development of head and neck imaging as an art and a science.

3.0 Membership

Membership is open to any qualified individual of high professional reputation who has made significant contributions to head and neck radiology and/or who devotes a significant portion of his/her time to the study of diseases of the head and neck area and/or is actively participating in a full-time, accredited, radiology training program.

Membership shall be in the following categories: Active, Associate, Honorary, Emeritus, In-Training, and Affiliate.

3.1 Qualifications

- 3.11 Active - A physician who practices radiology in North or South America and who is certified in general radiology by the American or Canadian Boards of Radiology, or a comparable certifying organization.
- 3.12 Associate - A physician who practices radiology in a country other than one located in North or South America and who is certified in general radiology by an organization comparable to the American or Canadian Boards of Radiology.
- 3.13 Honorary - A physician or scientist of distinguished reputation who has made significant contributions to the field of head and neck radiology and who is not certified in radiology.
- 3.14 Emeritus - A candidate for Emeritus Membership who was an Active, Associate, or Honorary member and has reached the age of 65 years or has retired from active practice.
- 3.15 In-Training - A physician who has an interest in the head and neck area and is currently participating in a full-time, accredited, training program.
- 3.16 Affiliate – A non-physician radiology professional such as an Oral/Maxillofacial Radiologist, MRI Scientist or other Allied Health Professionals whose special qualifications are deemed valuable to the ASHNR and are approved for membership by the Membership Committee.

3.2 Privileges

- 3.21 Active Members shall be entitled to vote, to hold elected and appointed office, and to serve on all committees. They may attend and participate in the scientific meetings and other functions of the Society.

- 3.22 Associate and Honorary Members shall be entitled to all the privileges of Active members, except they shall not be entitled to vote, nor to hold office on the Executive Committee.
- 3.23 Emeritus Members shall retain the rights and privileges to which they were formerly entitled. They shall be exempt from dues.
- 3.24 In-Training Members shall be entitled to all the privileges of Active members, except they shall not be entitled to vote, nor to hold office on Standing Committees.
- 3.25 Affiliate Members shall be eligible to vote upon acceptance into the Society. They have all of the privileges and responsibilities of Active members but cannot hold committee membership until after 3 years. They shall not be eligible to serve on the Rules, Membership, Nominating or Executive Committees.

3.3 Application

- 3.31 An application for Active or Associate membership shall be in writing. The application will require one sponsor who is an Active member of the Society and who is familiar with the applicant's current professional activities. If the applicant is a member of ASNR or of an ASNR-managed specialty/regional Society that applicant is exempt from this requirement. Applications for In-Training membership require a letter from the training program director.
- 3.32 The names of candidates for consideration as Honorary members may be submitted in writing to the Executive Committee by any member of the Society.
- 3.33 The names of all Active, Associate, and Honorary applicants shall be distributed by the Secretary to all voting members at least thirty (30) days prior to the Annual Meeting.
- 3.34 Objections to any Active, Associate, and Honorary member application by a member must be communicated to a member of the Executive Committee who will promptly pass these objections on to the entire Executive Committee.
- 3.35 Applicants will be accepted as members once the headquarters office has processed the application, and received prorated membership dues (required with the application). Questions/concerns regarding an applicant's eligibility for membership that cannot be resolved by headquarters staff shall be forwarded to the Membership Committee for resolution.
- 3.36 An application for Emeritus Membership shall be in writing to the Secretary, who shall submit it to the Executive Committee for action. It must state the grounds for qualification as described in section 3.14 of these Bylaws.
- 3.37 An application for Affiliate membership shall be in writing. The application will require one sponsor who is an *Active* member of the Society and who is familiar with the applicant's current professional activities. The ASHNR will consider for membership non-physician radiologists who have a professional degree (e.g. dental), have completed a recognized post-graduate radiology program and have achieved certification from the acknowledged institution. Applications will be reviewed by the Membership Committee.

3.4 Term of Membership

- 3.41 Active, Associate, or Honorary Membership status shall become effective once the headquarters office has processed the application, and received prorated membership

dues (required with the application). Questions/concerns regarding an applicant's eligibility for membership that cannot be resolved by headquarters staff shall be forwarded to the Membership Committee for resolution.

- 3.42 Emeritus Membership status shall become effective upon approval of the Executive Committee as described in section 3.36 of these Bylaws and will remain in effect until written request for discontinuation of Emeritus membership is received by the *Secretary.

***NOTE: Secretary is charged with maintaining membership roster for the Society per section 4.251 of these Bylaws.**

- 3.43 In-Training Membership status shall become effective once the headquarters office has processed the application. Questions/concerns regarding an applicant's eligibility for membership that cannot be resolved by headquarters staff shall be forwarded to the Membership Committee for resolution.

- 3.44 Affiliate Membership shall become effective following the Membership Committee's review and approval of the application and other documents such as degrees and certifications.

4.0 Officers

- 4.1 The officers of this Society shall be President, President-Elect, Vice-President, Treasurer, Secretary, Education Committee Chair, Education Committee Vice Chair, Immediate Past-President, Rules Committee Chair, Members-at-Large and ACR Councilor. They shall comprise the membership of the Executive Committee.

- 4.2 Duties and Term of Office

4.21 President

4.211 Duties - The President shall preside at all meetings of the Society and perform such other duties as pertain to the office. He/she will serve as the Executive Committee Chair, an ASHNR representative to the ACR Inter-Society Conference, and a member of all Society committees.

4.212 Term - The President shall begin his/her term at the close of the Annual Meeting at which he/she was approved as President and will continue to serve until the close of the next Annual Meeting. Upon completion of the term, the President shall become the Immediate-Past-President.

4.22 President-Elect

4.221 Duties - The President-Elect shall be responsible for the scientific and social programs for the next Annual Meeting. He/she shall appoint a Program committee for assistance in organizing the Annual Meeting. He/she shall also serve as an ASHNR representative to the ACR Inter-Society Conference. In case the President shall be unable to perform his/her duties, the President-Elect shall act as President during such period of incapacity.

4.222 Term - The term of the President-Elect shall begin at the close of the Annual Meeting at which he/she was approved and continue to the close of the next Annual Meeting. Upon completion of the term, the President-Elect shall become the President.

4.23 Vice-President

4.231 Duties - The Vice-President shall preside at such meetings as designated by the President. He/She shall assist in the preparation of the Scientific Sessions and serve as the Membership Committee Chair.

4.232 Term - The term of the Vice-President shall begin at the close of the Annual Meeting at which he/she was approved as Vice-President and continue to the close of the next Annual Meeting. Upon completion of the term, the Vice-President shall become the President-Elect.

4.24 Treasurer

4.241 Duties - The Treasurer shall be custodian of the funds and securities belonging or accruing to this Society from dues, bequests, or other sources and shall keep full and accurate accounts of receipts and disbursements belonging to this Society. He/She shall deposit all monies and other valuable effects in the name and to the credit of this Society in such deposits as may be designated from time to time by the Executive Committee.

4.242 Term - The term of the Treasurer shall begin at the close of the Annual Meeting at which he/she was approved and shall continue until the close of the following Annual Meeting. Upon completion of the term, the Treasurer shall become the Vice – President.

4.25 Secretary

4.251 Duties - The Secretary shall maintain a roster of membership and a record of all proceedings and transactions of this Society. He/She shall distribute notices of all meetings to all members and shall notify all committee members immediately upon their appointment and all new members immediately upon their approval at the Annual Meeting.

4.252 He/She shall conduct the correspondence of the Society and perform all duties pertaining to the office of Secretary.

4.253 He/She shall receive and send notices thirty (30) days prior to the Annual Meeting of the following: The names of proposed new members in accordance with the provisions of section 3.33 of these Bylaws, distribute ballots to all voting members in accordance with the provisions of section 6.6 of these Bylaws, and distribute notices of proposed amendments and/or assessments in accordance with the provisions of sections 8.5 and 9.1 of these Bylaws.

4.254 He/She shall receive and distribute notices thirty (30) days prior to the time of the proposed Annual Meeting in accordance with section 6.5 of these Bylaws or sixty (60) days prior to the Annual Meeting in accordance with the provisions of section 6.6 of these Bylaws of the Nominating Committee's recommendations for approval to the Executive Committee.

4.255 He/She shall receive from the Membership Committee and submit to the Executive Committee applications for membership in this Society, and shall distribute notice of such application to the voting members of this Society in accordance with the provisions of Section 3.33 of these Bylaws.

4.256 Term - The term of the Secretary shall begin at the close of the Annual Meeting at which he/she was approved and continue until the close of the following Annual Meeting. Upon completion of the term, the Secretary shall progress to Treasurer.

4.26 Education Committee Chair

4.261 Duties – The Education Committee Chair shall be responsible for the medical and socio-economic education of the ASHNR members and other professionals who participate in the educational activities of the Society. At the direction of the Executive Committee, the Education Committee shall plan and propose projects to further the educational mission of the Society.

4.262 Term – The term for the Education Committee Chair shall begin at the close of the Annual Meeting at which he/she was appointed and continue for one year until the close of the next Annual Meeting. Upon completion of the term, the Education Committee Chair shall progress to Secretary.

4.27 Education Committee Vice Chair

4.271 Duties – Education Committee Vice Chair shall assist the Education Committee Chair in his/her duties described in section 4.261.

4.272 Term – The term for the Education Committee Vice Chair shall begin at the close of the Annual Meeting at which he/she was appointed and continue for one year until the close of the next Annual Meeting. Upon completion of the term, the Education Committee Vice Chair shall progress to the Education Committee Chair position.

4.28 Immediate Past-President

4.281 Duties – The Immediate Past-President shall serve on committees and participate in assignments designated by the President. He/She shall serve as the Nominating Committee Chair and Gold Medal Award Committee Chair.

4.282 Term – The term of the Immediate Past-President shall begin at the close of the Annual Meeting at which he/she was approved and shall continue until the close of the next Annual Meeting.

4.29 Rules Committee Chair

4.291 Duties – The Rules Committee Chair shall participate in assignments designated by the President and the Executive Committee.

4.292 Term – The term of the Rules Committee Chair shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting. The Rules Committee Chair may be re-appointed to serve a total of two consecutive terms.

4.30 Members-at-Large

4.301 Duties – The two Members-at-Large shall serve on committees and participate in assignments designated by the President.

4.302 Term – The term of the Members-at-Large shall begin at the close of the Annual Meeting at which they were elected and shall continue until the close of the next Annual Meeting.

4.31 ACR Councilor

4.311 Duties – The ACR Councilor shall represent the interests of the ASHNR on the ACR Council, and shall inform and educate the ASHNR on issues confronting the ACR.

4.312 Term – The ASHNR ACR Councilor shall serve for a three-year term, and may be re-appointed for one additional term (maximum of six years).

4.40 Vacancies

4.41 A vacancy in any of the foregoing offices because of death, resignation, disqualification or otherwise, shall be filled by the Executive Committee for the un-expired portion of the term.

5.0 Executive Committee

5.1 The governing board of this Society shall be the Executive Committee. The Executive Committee shall consist of President, President-Elect, Vice-President, Treasurer, Secretary, Education Committee Chair, Education Committee Vice Chair, Immediate Past-President, Rules Committee Chair, Members-at-Large, and ACR Councilor. All Executive Committee Members shall be voting members.

5.2 The duties of the Executive Committee shall be to:

5.21 Oversee and manage the affairs of this Society.

5.22 Make appointments to special committees as needed.

5.23 Recommend to the members at the Annual Meeting the time and place of future meetings as described in section 6.0 of these Bylaws.

5.3 Meetings of the Executive Committee

5.31 Regular meeting(s) of the Executive Committee may be held at such time(s) or place(s) as the Executive Committee deems necessary.

5.32 The Executive Committee has the authority to act in the best interest of the constituency in carrying out the duties of section 5.2 of these Bylaws.

5.33 A quorum of the Executive Committee will be defined as the presence of at least six (6) members of the Executive Committee one of which is either the Secretary or the Treasurer.

6.0 Meeting of Members

6.1 The Annual Meeting of the membership shall be held once each calendar year in the spring or fall. The Executive Committee shall present their recommendations for the meeting locations to the membership at the Annual Meeting.

6.2 Special Meetings - Special meetings may be called at the discretion of the President, by the Executive Committee, or by petition of three-fourths (3/4) of the Active Membership.

6.3 The membership present at an Annual Meeting shall constitute a quorum.

6.4 Members shall not have the right to vote by proxy at either the Annual Meeting or at Special Meetings.

6.5 The Secretary shall distribute to the membership a list of the recommendations of the Nominating Committee for approval to the Executive Committee thirty (30) days before the Annual Meeting.

6.6 In the event that an Annual Meeting is not held, the business of the Society may be approved by a majority of ballots.

6.61 The Secretary shall distribute a list of the recommendations of the Nominating Committee for approval to the Executive Committee and solicit a call for nominations from the membership sixty (60) days before the election.

6.62 Ballots shall be distributed to all Active members by the Secretary thirty (30) days before the approval.

7.0 Nominations, Elections, Approvals, and Appointments

7.1 At the Annual Business Meeting, the Nominating Committee shall present a list of nominees for the various offices of this Society. Nothing in these Bylaws shall prevent, or be construed as preventing, nominations from the floor. Approval to office shall be by a majority vote of the members present and voting at the Annual Business Meeting. The list of nominees will be:

- 7.11 President
- 7.12 President-Elect
- 7.13 Vice-President
- 7.14 Treasurer
- 7.15 Secretary
- 7.16 Education Committee Chair
- 7.17 Education Committee Vice Chair
- 7.18 Immediate Past President
- 7.19 Rules Committee Chair
- 7.20 Members-at-Large
- 7.21 ACR Councilor

8.0 Dues

8.1 Active and Associate Members - Annual dues shall be established by vote of the Executive Committee and shall be consistent with the needs of the Society.

8.2 Dues of the members will be payable upon receipt of notification from the Treasurer in January of each year and these dues shall be for the calendar year.

8.3 A member whose dues remain unpaid for six (6) months after the initial mailings of the dues shall be notified by the Treasurer by registered letter. A member whose dues remain unpaid for nine (9) months after the initial mailing may be dropped from the Society at the discretion of the Executive Committee.

8.4 Emeritus Member shall be exempt from the payment of dues.

8.5 No assessment, other than dues, may be made unless approved by a vote of three-fourths (3/4) of the members present at a meeting of the membership, provided that a notice of such proposed assessment has been distributed to the Active membership at least thirty (30) days prior to the meeting.

9.0 Amendments

9.1 Notice of a proposed amendment shall be furnished by the Secretary to all members of the Society entitled to vote either 1) by electronic ballot throughout the year as needed: or 2) by mail at least thirty (30) days prior to the Annual Business Meeting, with the method of communication determined by the Executive Committee. In the case of an in-person vote, an affirmative vote of three-fourths (3/4) of those members present at the Annual Business Meeting is needed to amend these Bylaws.

10.0 **Standing Committees of the Society**

The following shall be Standing Committees of the Society: Core Curriculum Fund Committee, Corporate Relations Committee, Education Committee, Gold Medal Awards Committee, International Relations Committee, Membership Committee, Nominating Committee, Program Committee, Publications Committee, Research Committee, Rules Committee, and Website Committee.

10.1 **Core Curriculum Fund Committee** - The number of members of the Core Curriculum Fund Committee shall be left to the discretion of the President. The Chair shall be appointed by the President. The President, after consultation with the Core Curriculum Committee Chair, shall appoint the other members of the committee.

10.11 Duties – The Core Curriculum Fund Committee shall protect accumulated assets, ensure proper management of new income, and confirm appropriate spending of Core Curriculum funds.

10.12 Term – The term of each member of the Core Curriculum Fund Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.

10.2 **Corporate Relations Committee** – The number of members of the Corporate Relations Committee shall be left to the discretion of the President. The Chair shall be appointed by the President. The President, after consultation with the Corporate Relations Committee Chair, shall appoint the other members of the committee.

10.21 Duties – The Corporate Relations Committee shall serve as a liaison between the Society and corporate partners, facilitate corporate fundraising activities and provide logistic support to companies that wish to sponsor a speaker or other educational functions.

10.22 Term – The term of each member of the Corporate Relations Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.

10.3 **Education Committee** - The Education Committee shall consist of at least six members: The Chair, Vice-Chair and at least four additional members. The Education Committee Chair shall be nominated via the process specified in Section 10.711 of these Bylaws. The members of the Education Committee, with the exception of the Chair and Vice Chair, shall be selected by the President, after consultation with the Education Committee Chair.

10.31 Duties - The Education Committee shall be responsible for the medical and socio-economic education of the ASHNR members and other professionals who participate in the educational activities of the Society. At the direction of the Executive Committee, the Education Committee shall plan and propose projects to further the educational mission of the Society.

10.32 Term - The term for each member of the Education Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting. Upon completion of his/her term, the Vice Chair shall progress to Education Committee Chair for a one-year term.

- 10.4 **Gold Medal Awards Committee** – The Gold Medal Awards Committee shall consist of four members: The Chair shall be the Immediate Past President. Three additional members shall be appointed by the President, after consultation with the Gold Medal Awards Committee Chair.
- 10.41 Duties – The Gold Medal Awards Committee shall solicit names for the Gold Medal Award recipient from the Executive Committee and add additional names for consideration, including candidates considered for the award during preceding 5 years. The committee shall review the qualifications of the proposed Gold Medal Award candidates and propose one recipient at least 60 days prior to the Annual Meeting for approval by the Executive Committee. In the event that the proposed nominee is not approved by the Executive Committee, the Gold Medal Awards Committee shall propose a new recipient for approval by the Executive Committee.
- 10.42 Term – The term for each member of the Gold Medal Awards Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.
- 10.5 **International Relations Committee** - The number of members of the International Relations Committee shall be left to the discretion of the President. The Chair shall be appointed by the President. The President, after consultation with the International Relations Committee Chair, shall appoint the other members of the committee.
- 10.51 Duties – The International Relations Committee shall represent the Society in international matters, facilitate collaboration with international societies, and provide support to conjoint activities and ventures.
- 10.52 Term – The term of each member of the International Relations Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.
- 10.6 **Membership Committee** - The Membership Committee shall consist of at least four members, one of whom shall be the Chair. The Membership Committee Chair shall be the Vice-President. The remaining members shall be appointed by the President, after consultation with the Membership Committee Chair. The Chair's vote shall prevail to break a tie vote.
- 10.61 Duties - The Membership Committee shall develop strategies to increase/retain Society membership, and shall review and approve applications for membership from applicants who are not members of ASNR or of any ASNR-managed specialty/regional society.
- 10.62 Term - The term of each member of the Membership Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.
- 10.7 **Nominating Committee** - The Nominating Committee shall consist of the previous five Past-Presidents. The Nominating Committee Chair shall be the Immediate Past-President. The Chair's vote shall prevail to break a tie vote.
- 10.71 Duties – Each year, the Nominating Committee shall propose nominees for the Education Committee Chair, Vice Chair and Rules Committee Chair to the Executive Committee as outlined in section 10.711 and 10.712. The proposals shall be given to the Executive Committee at least 60 days prior to the next Annual Business Meeting. The Nominating Committee shall also propose nominees for the Members-at-Large positions to the *Active* Membership in accordance to section 10.713.

10.711- Education Committee Vice Chair – The Nominating Committee shall gather names of candidates for Education Committee Vice Chair from the Executive Committee and add any additional names for consideration. The Nominating Committee shall review the qualifications of each proposed candidate and select one candidate for approval by the Executive Committee before the start of the Annual Business Meeting. In the event that the proposed candidate is not approved by the Executive Committee, the Nominating Committee shall select a new candidate for approval by the Executive Committee.

10.712 Rules Committee Chair – The Nominating Committee shall gather names for Rules Committee Chair candidates from the Executive Committee and add any additional names for consideration. The Nominating Committees shall review the qualifications of each proposed candidates and select one nominee for approval by the *Active* membership at the Annual Business Meeting.

10.713 Members-at-Large – The Nominating Committee shall call for nominations for candidates of Members-at-Large from all *Active* members. The Nominating Committee shall review the qualifications of all proposed Members-at-Large nominees. Current Members-at-Large may be considered by the Nominating Committee for reelection. The Nominating Committee shall select two junior and two senior Member-at-Large nominees for subsequent contested election. The contested election of one junior and one senior Member-at-Large shall occur by all *Active* members of the Society through an electronic vote. The electronic vote shall be distributed to all *Active* members sixty (60) days prior to the Annual Meeting and shall remain open for a period of fourteen (14) days. The Nominating Committee shall forward the elected Members-at-Large to the Executive Committee for final approval at the Annual Business Meeting.

10.713a Active members serving the Society for 10 or less years shall be considered suitable candidates for the junior Member-at-Large nomination.

10.713b Active members serving in the Society for at least 10 years shall be considered suitable candidates for the senior Member-at-Large nomination.

10.722.1 Term - The term of each member of the Nominating Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.

10.8

Program Committee - The number of members of the Program Committee shall be left to the discretion of the President. The Program Chair/President-Elect shall appoint the members of the committee.

10.81 Duties – The Program Committee shall be responsible for planning and execution of the Annual Meeting including identification of suitable venues, selection of appropriate topics, recruitment of suitable speakers, and management site logistics and event advertisement.

10.82 Term – The term of each member of the Program Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.

10.9

Publications Committee - The Publications Committee shall consist of nine members:

- 1) The Chair shall be appointed by the President. The Chair's vote shall prevail to break a tie vote;
- 2) The Head and Neck Senior Editor of the *American Journal of Neuroradiology (AJNR)*, Head and Neck Associate Editor of *Neurographics*, and the Publications Committee Chair of the American Society of Neuroradiology will serve as ex-officio members;
- 3) Five additional members shall be appointed by the President, after consultation with the Publication Committee Chair.

10.91 Duties - The Publications Committee shall be responsible for all issues relating to the official Journal. The Publications Committee shall conduct a search and recommend to the Executive Committee Editors of the Head and Neck sections of the *American Journal of Neuroradiology* and *Neurographics* when vacancies exist. The Publications Committee Chair shall act as the liaison between the Publications Committee and the Executive Committee.

10.92 Terms:

10.92a Term - The term for the Publications Committee Chair shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue for five years until the close of the Annual Meeting. The Chair may be reappointed for a total of two consecutive terms (maximum of 10 years).

10.92b Term - The term for the members of the Publications Committee, other than the Chair, *AJNR* Head and Neck Senior Editor, *Neurographics* Head and Neck Associate Editor, and the Publications Committee Chair of the American Society of Neuroradiology (ASNR) shall be one year in duration beginning at the close of the Annual Meeting at which they were appointed and continue until the close of the next Annual Meeting.

10.10

Research Committee- The number of members of the Research Committee shall be left to the discretion of the President. The Chair shall be appointed by the President. The President, after consultation with the Research Committee Chair, shall appoint the other committee members.

10.101 Duties – The Research Committee shall address research support, direction, profile, and endeavors of the Society.

10.102 Term – The term of each member of the Research Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.

10.11

Rules Committee – The Rules Committee shall consist of four members, one of whom shall be the Chair. The Chair shall be nominated by the Nominating Committee and approved by the *Active* Membership. The other three members of the Rules Committee shall be appointed by the President, after consultation with the Rules Committee Chair. The Chair's vote shall prevail to break a tie vote.

10.111 Duties - The Rules Committee will review the Bylaws of the Society, advise the President of proposed changes in the Bylaws, and accept assignments regarding the rules of the Society from the President.

10.112 Term – The term of each member of the Rules Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of

the next Annual Meeting. The Rules Committee Chair may be re-appointed to serve a total of two consecutive terms.

10.12 Website Committee - The number of members of the Website Committee shall be left to the discretion of the President. The Chair shall be appointed by the President. The President, after consultation with the Website Committee Chair, shall appoint the other members of the committee.

10.121 Duties – The Website Committee shall assist in the development and maintenance of the Society website, insure accurate and most up-to-date content, and recommend enhancement to the website as needed.

10.122 Term – The term of each member of the Website Committee shall begin at the close of the Annual Meeting at which he/she was appointed and shall continue until the close of the next Annual Meeting.

11.0 Additional Positions and Appointments

11.1 ACR Alternate Councilors

11.1a The ASHNR Alternate ACR Councilor shall be nominated by the President and approved by the Executive Committee for a one-year term with no limitations on term renewal. The alternate ACR Councilor shall act only in the absence of the Councilor.

12.0 The Fiscal Year

The fiscal year of the Society shall begin on January 1 of each year and close on December 31.

13.0 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, organizations, and foundations organized and operating exclusively for scientific and educational purposes consistent with those of the Society as shall be designated by the Executive Committee.