

# **Bylaws for Resident and Fellow Section**

## **California Chapter of the American College of Radiology**

### **SECTION 1: NAME**

The name of the organization shall be the Resident Fellow Section (RFS) of the California Chapter of the ACR (CRS-RFS).

### **SECTION 2: PURPOSE**

1. To provide a unified voice for radiology residents in California;
2. To promote the interchange of information and opinion between resident physicians and fellows in training programs in Diagnostic Radiology, Radiation Oncology, and their subspecialties throughout the State of California;
3. To assist in maintaining consistency in standards for radiological residency and fellowship training programs throughout the State of California as set by various regulatory organizations;
4. To provide a forum for the education of residents and fellows in the ethical and socioeconomic aspects of the practice of radiology; and
5. To provide a mechanism for input and involvement by residents and fellows in the educational, socioeconomic, and policy-making functions of the CRS-RFS.

### **SECTION 3: MEMBERSHIP**

All members-in-training (interns, residents and fellows) in the state of California shall be members of the RFS.

### **SECTION 4: RESPONSIBILITIES**

(The CRS-RFS will function as a section within the CRS-RFS, as determined by the existing bylaws of the CRS-RFS).

(The CRS-RFS will function as an independent organization governed by the bylaws contained herein.)

The CRS-RFS shall be responsible for electing its officers from members of the RFS. All active members are eligible for officer positions which are described under Section 7.

The CRS-RFS, through its officers and governing body, shall be responsible for the conduct of all pertinent matters to come before the section, including the scheduling and agenda of CRS-RFS meetings and conference calls.

### **SECTION 5: FINANCES AND BUDGET**

The activities of the CRS-RFS will be financed in accordance with the policies established by the parent Executive Committee of the CRS-RFS as described in the bylaws. If the CRS-RFS shall elect to assess dues then the secretary-treasurer should submit a budget for approval by the Executive Committee of the CRS-RFS upon recommendation of the secretary-treasurer of that organization. Any funds generated by the CRS-RFS or as distributed by the CRS-RFS shall be for the support of the activities of the CRS-RFS as determined by the agenda set forth by the Executive Committee of the CRS-RFS and approved by the CRS-RFS. )

### **SECTION 6: EXECUTIVE COMMITTEE**

The Executive Committee of the CRS-RFS will consist of the offices of the president, vice president, secretary, communications/social liaison, and immediate past president.

### **SECTION 7: OFFICERS AND ELECTIONS**

The officers of the CRS-RFS will be president, vice president, secretary, communications/social liaison, and immediate past president. These officers will be members of the Executive Committee of the RFS Governing Council and will implement policy and attend to the day-to-day activities of the RFS. Self-nominations and elections of officers will be performed online prior to the Los Angeles Radiological Society meeting in February of each calendar year. All of the above shall serve a term of one year beginning at the first executive council meeting during the chapter meeting.

### **SECTION 8: DUTIES**

#### **Section 1: President.**

The president shall preside over the meetings of the Executive Committee, Governing Council and meetings of the general membership of the CRS-RFS. He/she shall serve as a CRS-RFS representative to the CRS-RFS Executive

Committee. He/she shall be an ex-officio member of all standing committees of the CRS-RFS. The president, together with his/her officers, shall execute the policies of the membership and the Executive Committee of the CRS-RFS. The president will also act as representative to the ACR RFS. If the office is terminated or resigned prior to completion of the term, the vice president will assume the role of the president immediately. The president should attend the annual ACR meeting, annual meeting of the state chapter, and any other major meeting of the state chapter as deemed necessary by the CRS-RFS.

#### **Section 2: Vice President.**

The vice president shall preside over meetings in the absence of the president. The vice-president will serve as president following the one year term as vice-president. If the office is terminated or resigned prior to completion of term, a temporary officer may be appointed by the president until another member can be elected by ad-hoc election. He/she shall serve as the second CRS-RFS representative to the CRS-RFS Executive Committee. He/she shall be an ex-officio member of all standing committees of the CRS-RFS. The vice-president will also act as a second representative to the ACR RFS. The vice-president should try to attend the annual ACR meeting, annual meeting of the state chapter, and any other major meeting of the state chapter as deemed necessary by the CRS-RFS.

#### **Section 3: Secretary.**

This officer shall be responsible for notifying the membership and the Executive Committee of all meetings, recording and distributing minutes retaining all records of the membership. The fiscal duties of this officer shall include the maintenance of all financial records of the section, the collection of dues, if any are to be assessed, and the deposition and disbursement of all funds. The secretary-treasurer will report any and all financial matters to the secretary-treasurer of the CRS-RFS. He/she will preside at those meetings which the president and vice president are unable to attend. If the office of secretary-treasurer is terminated or resigned prior to completion of the term, a temporary officer may be appointed by the president until another member can be elected by ad-hoc election.

#### **Section 4: Communications Officer/Social Liaison**

This officer shall be responsible for monitoring the CRS-RFS website and social media accounts. He/she will act as CRS-RFS liaison to the CRS-RFS website administrator. The officer will also be responsible for any regular communications to the governing body (RFS members) if such communications exist, but will not be more frequent than quarterly. The officer will also organize conference calls through CRS-RFS, which will not occur more frequently than quarterly, unless decided upon by the Governing Council. He/she will preside at those meetings which the president, vice president, secretary-treasurer are unable to attend. This officer shall also be responsible for conducting any social activities within the RFS. In addition, he/she will coordinate the program of the annual meeting. If the office of communications is terminated or resigned prior to completion of the term, a temporary officer may be appointed by the president until another member can be elected by ad-hoc election.

#### **SECTION 6: RECALL**

Any officer of the CRS-RFS may be recalled by two-thirds (2/3) vote of members at any annual meeting of the membership.

#### **SECTION 7: COMMITTEES**

The president shall appoint such committees as are necessary for the proper functioning of the CRS-RFS.

#### **SECTION 8: SEMIANNUAL MEETINGS**

The Annual meeting of the CRS-RFS will be held in conjunction with the California State Chapter meeting) if possible, but at the discretion of the RFS. A semiannual meeting will be held at the annual ACR meeting in D.C.

#### **SECTION 12: AMENDMENTS**

These (guidelines / bylaws) may be amended at any semiannual meeting of the CRS-RFS by a majority of those present and voting.