

## **THE COUNCIL ON DIAGNOSTIC IMAGING OF THE ACA CONSTITUTION AND BYLAWS**

### **Article I – Name**

This organization shall be known as the Council on Diagnostic Imaging of the American Chiropractic Association. (*CDI*) The principle office of the organization shall be located at 126 N. Main Street, Cheney, Kansas (Mailing address: PO Box 190, Cheney, KS 67025) or at other locations such as the CDI Executive board of directors may from time to time determine.

### **Article II – Purpose**

Section 1. This organization is organized and operated exclusively for educational and scientific purposes with the following objectives:

- a) To bring together, for cooperation and coordination, all persons, interested in diagnostic imaging technology for chiropractic.
- b) To collect and disseminate the best available information relating to both the practical and scientific phases of diagnostic imaging techniques.
- c) To encourage and promote the advancement of diagnostic imaging to means of education, research and public relations.
- d) To promote the interest of the chiropractic practitioners in the subject of diagnostic imaging.

Section 2. To establish and maintain the American Chiropractic College of Radiology (**ACCR**) and the American Chiropractic College of Infrared Imaging (**ACCI**), hereafter to be known as the **Colleges**.

### **Article III – Duties of the Council to the ACA**

Section 1. The ACA House of Delegates is the legislative body of the ACA and determines the specific ACA policies, aims and purposes. The ACA Council in Diagnostic Imaging functions as a subordinate arm of the ACA, operating inly with its specific delegated field. The Council must act pursuant to and in conformity with ACA policy.

Section 2. The council shall not act on a major issue on which ACA policy has not been adopted, until an applicable ACA policy has been adopted. The ACA president with the approval of the ACA executive board of governors, may authorize the Council to act in the interim in the absence of ACA policy and set forth the conditions under which such action may occur. This may occur when the Council President presents a written application to the ACA president stating why it is necessary and desirable to act in the absence of ACA policy, and setting forth in detail the proposed policy.

Section 3. The Council shall submit a complete set of Council bylaws biennially, except when amendments are approved by the ACA House of Delegates. The Council shall submit a complete up-dated set of bylaws within sixty (60) days of the close of the annual ACA meeting.

Section 4. The Council shall have an accountant's review or report conducted through the ACA home office on its finances, including income and expenses on an annual basis, prior to the mid-winter ACA executive board of governors meeting.

Section 5. The Council shall submit a complete list of council officers, and members and their status to the ACA annually.

Section 6. The Council shall place a disclaimer on all published materials.

Section 7. The Council shall be responsible for the aforementioned reports, activities, bylaws and finances for each of its Colleges and Boards being submitted with the reports for this Council.

### **Article IV – Fiscal Year**

Section 1. The fiscal year for this Council and for all its subsidiary and/or affiliated bodies shall be October 1 through September 30.

#### **Article V – Membership**

Section 1. General Membership – Any chiropractor who is a member of the ACA in good standing shall be eligible for general membership in the Council.

Section 2. Student Membership – Students of chiropractic enrolled in the chiropractic colleges, who are student members of the ACA in good standing, shall be eligible for student membership in the Council. Student members have all the privileges and benefits of the Council except voting and holding office.

Section 3. Resident Membership – A doctor of chiropractic who is a member of the ACA in good standing and who is enrolled in a full-time radiological residency program at an accredited college of chiropractic may apply for a resident membership. Resident members shall have all the privileges of a general member except holding an elected office.

Section 4. Honorary Membership – A doctor of chiropractic or a lay person who has contributed some measure of note may be granted this membership upon unanimous vote of the Council's executive board of directors. An Honorary member who is a doctor of chiropractic has all the privileges of the Council except voting and holding elected office.

Section 5. Life Membership – Upon unanimous vote of the Council's executive board of directors any general member of the Council on Diagnostic Imaging who is a minimum age of 65, has been a continuous general member of the Council on Diagnostic Imaging for 10 years or more and who, in the opinion of the executive board of directors, has provided outstanding and/or meritorious service to this Council or its objectives may be made a 'Life Member' of this Council. Life membership will provide all rights and privileges of general membership except holding an elected office.

Section 6. Retired Membership – Any doctor of chiropractic who has been a general member of this Council for 10 years or more and who has retired from active practice shall be eligible for retired member status. Retired membership status will provide all rights and privileges of general membership except holding an elected office.

Section 7. Supporting Membership – Supporting membership may be granted to the following:

- 1) Suppliers or companies of professional products and services who are ACA supporting members.
- 2) Attorneys representing diagnostic imaging companies and suppliers.
- 3) Supporting members will be given special consideration in regards to advertising and booth space at conventions and educational seminars.
- 4) Supporting members and/or suppliers have all the privileges of Council membership except voting and holding elected office.
- 5) Dues for supporting members shall be \$150.00 per year, due and payable on or before October 1 of each year.

#### **Article VI - Elected Officers**

Section 1. The elected officers shall consist of president, vice-president, and secretary-treasurer. These three (3) officers and the immediate past president shall constitute the executive board of directors.

Section 2. The officers shall be elected for a term of two (2) years or until their successors shall be qualified and elected; and they shall take office at the close of the annual business meeting of the CDI. Any officer may be elected to serve for not more than two (2) consecutive terms in any one office, excluding the secretary-treasurer.

Section 3. In the event that any elected officer shall become unable to complete his or her elected term of office, the executive board of directors shall have the authority to appoint an eligible member of the Council to fulfill the duties of that office for the remainder of the term.

Section 4. Nominations and Elections. The election of officers shall be governed by Roberts's Rules of Order, Newly Revised, Current Edition. Nominations for the officers of the council shall be made by the Nomination Committee that shall consist of the three proximate past presidents of the Council with the immediate past president as the chair of the committee. The Nomination Committee shall file a report of its nominations with the Secretary/Treasurer of the Council not less than sixty (60) days before the annual meeting. Thirty days before the annual general membership meeting, ballots shall be mailed to all paid Council members on record listing the selections of the Nomination Committee and providing for write-in candidates. Each ballot shall bear the signature and clearly printed name of the member voting and must be returned to the council secretary postmarked seven (7) days before the annual general meeting. All ballots received late, with erasures, illegible writing or changes on the ballot will be voided. The ballots are to be counted in the presence of a representative of the ACA Board of Governors. Each officer is to be elected by a simple majority. All returned ballots are to be maintained in the Council secretary's office for the perusal of any current (dues paid-up) member for a minimum of 6 months.

#### **Article VII – Duties of Elected Officers and Executive Board of Directors**

##### **Section 1. Duties of the President**

- a) Outlined in Robert's Rules of Order, Newly Revised, Current Edition.
- b) To formulate plans of action and operation.

##### **Section 2. Duties of the Vice-President**

- a) Outlined in Robert's Rules of Order, Newly Revised, Current Edition.
- b) To assist in recommending plans of action and operation.
- c) To assist in conducting the general membership of the Council.

##### **Section 3. Duties of the Secretary/Treasurer**

- a) Outlined in Robert's Rules of Order, Newly Revised, Current Edition.
- b) To assist the President and Vice-President in formulating plans of action and operation.

Section 4. The secretary/treasurer and/or any other Council member having responsibility for Council funds shall be bonded.

Section 5. Each officer shall communicate the activities of his office to the other officers on a quarterly basis.

Section 6. The duties of the executive board of directors shall be to serve the membership by managing, conducting, and overseeing all functions and operations of the business of the Council. The executive board of directors shall provide at least one written report to the membership annually.

Section 7. The executive board of directors shall provide a quarterly communication of council activities to the ACA board liaison. This can be a verbal or written report. When the ACA board liaison is in attendance at functions or meetings of the Council or its executive board of directors, the fact of his presence will be presumptive of, and in lieu of, any other report during that quarter.

Section 8. The executive board of directors shall provide an annual written report of council activities and council finances to the secretary of the ACA. This report shall be submitted prior to the annual ACA meeting in accordance with ACA directives setting the due date for such reports. The executive board of directors shall provide the ACA office and the ACA board liaison copies of the Council's annual federal tax report prior to the mid-winter ACA executive board of governors meeting, in addition to an accountant's review or report conducted through the ACA home office.

**Article VIII – Membership Application**

Section 1. All applications for membership in the Council shall be on a form prescribed by the executive board of directors, signed in ink, and accompanied by the annual dues and application fee.

Section 2. Each member will be mailed a certificate of membership upon receipt of the annual dues.

**ARTICLE IX – Dues and Fees**

Section 1. General Members – The application fee for first time new general members shall be fifteen dollars (\$15.00). Annual dues shall be sixty (\$60.00) dollars. The total first time fee shall be seventy-five (\$75.00) US dollars.

Section 2. General Members – The annual dues of sixty dollars (\$60.00) shall be payable on or before the first day of October, which shall be the beginning of the fiscal year.

Section 3. Student Members – The application fee, annual dues or reinstatement fee for student members shall be determined by the executive board of directors.

Section 4. Resident Members – The application and/or reinstatement fee for resident members shall be the same as that set forth for general members. Resident members' annual dues shall be determined by the executive board of directors.