

BY-LAWS MICHIGAN REGIONAL CHAPTER OF THE SOCIETY OF TOXICOLOGY

Article I - Name

The name of this organization shall be the Michigan Regional Chapter of the Society of Toxicology hereinafter designated as the Chapter.

Article II - Objectives

The objectives of the Michigan Chapter are:

- A. To serve as the focal point for interaction of members of the Society of Toxicology and other interested scientists in Michigan and environs. The purpose of this specialty section is to stimulate research and encourage communication among toxicologists, particularly young investigators whose opportunity to travel to national meetings might be limited.
- B. To conduct programs and educational activities which emphasize the latest developments in Toxicology.
- C. To relate those developments to the activities of the Society of Toxicology and to stimulate interest in Toxicology and the Society of Toxicology among scientists in a wide array of disciplines.
- D. To encourage interactions among toxicologists in government, industry, and academia.

Article III - Membership

Members in good standing of the Society of Toxicology working in Michigan and nearby areas shall become members of the Michigan Chapter upon payment of Chapter dues. Membership is open to any person having professional interest in toxicology, including full-time students attending area colleges and universities.

Article IV - Officers and Councilors

The Michigan Chapter officers shall be a President, President-Elect, and Secretary-Treasurer. There shall be three to four Chapter Councilors. All section officers and Councilors (except for graduate student and postdoctoral representatives) must be active, associate, or retired members in good standing of the Society of Toxicology. The President and President-Elect shall be elected annually and Secretary-Treasurer bi-annually by the Chapter members. They shall serve until their successors are installed.

The President-Elect automatically accedes to the office of President. Officers and Councilors shall take office by May 1.

Article V - Election of Section Officers and Section Councilors

Section 1. The office of the Presidency shall be for a term of one year.

Section 2. The President-Elect shall be chosen by a majority vote of the membership for a term of one year after which this individual will accede to the presidency.

Section 3. The Secretary-Treasurer shall be chosen by majority vote of the membership for a term of two years.

Section 4. There shall be three to four Councilors. Two shall be chosen by majority vote of the membership for a term of two years. The third and fourth Councilors shall be the immediate past President and past Secretary – Treasurer, respectively, who will serve for terms of one year. Because the Secretary – Treasurer is elected for a two year term, there may be a year without a past Secretary – Treasurer and therefore only three Councilors.

Section 5. A nominating committee consisting of not less than three members shall be appointed by the Executive Committee of the Chapter (i.e., the officers plus Councilors) within two months following installation of officers. The committee shall provide a slate of candidates for each election, consisting of two nominees for each elective office to be filled.

Section 6. Elections shall be held annually prior to the May meeting by mail/electronic ballot.

Section 7. In the event of a vacancy in an elective office other than the presidency, the Executive Committee may make an appointment or may provide for a special election to fill the vacancy until the unexpired term is completed. In the event of a vacancy in the presidency, the President-Elect accedes to that office.

Section 8. A special election must be held to fill the office of President-Elect should this office become vacant.

Section 9. Graduate student and postdoctoral representatives shall be elected by majority vote of the membership for terms of 1 to 2 years. Eligibility for consideration is membership in good standing in the regional chapter and enrollment in an appropriate graduate/postdoctoral program. Both representatives will serve similarly to Chapter Officers, but will not be members of the Executive Committee.

Article VI - Section Administration

Section 1. The Chapter shall be governed by the Executive Committee except as otherwise herein expressly provided.

Section 2. The Executive Committee shall consist of the three elected officers plus the four Councilors. The President of the Chapter shall be the chairperson of the Executive Committee. Four members of the Executive Committee shall constitute a quorum for the transaction of business.

Section 3. The President will preside at all meetings of the specialty section and Executive Committee. In the President's absence, the succeeding order of officers shall preside. The President should keep in contact with developments in the field of toxicology and guide the Chapter in the formulation of constructive activities.

Section 4. The Chapter shall comply with provisions for continued authorization by the Society of Toxicology.

- a. The Chapter shall provide annual reports of their activities and finances for the current year as well as plans of programs, activities, and finances for the following year. Annual reports shall be submitted to the Society of Toxicology Secretary by May 30 of each year.
- b. Annual reports and plans shall be reviewed by the Committee on Regional Chapters.
- c. The Committee shall consult with the Chapter as necessary and report to Council with recommendations concerning continued authorization of the Chapter.

d. Society of Toxicology authorization shall withdraw the Chapter if it fails to comply with the provisions for continuing authorization.

e. Chapter policy statements must be reviewed and approved by the Society of Toxicology in advance.

Section 5. The Secretary-Treasurer shall be the custodian of all monies and dues of the Chapter and shall pay all authorized bills against the Chapter. The disbursement of all funds for this Chapter shall be made upon authorization by the Executive Committee. The Treasurer of the Society of Toxicology shall be authorized to draw against Chapter funds. The Secretary-Treasurer shall submit the accounts for audit by members designated by the Executive Committee at the last meeting of the Executive Committee prior to the Annual Meeting of the Chapter, and shall transmit to the successor in office all funds and property of the Chapter in their possession. An annual report shall be submitted to the Chapter in such form as may be determined by the Executive Committee. The Secretary-Treasurer shall keep an accurate record of all transactions of all meetings of the Chapter and of the Executive Committee; shall carry on the correspondence of the Chapter; and shall be expended by or in the name of the Chapter to the extent that the expenditure, if made by the Society of Toxicology, would represent the use of funds for a purpose or for purposes not within the Society's exempt purposes under Section 501(c)3 of the Internal Revenue Code.

Section 6. Any Chapter funds or other property remaining at the time of termination or abandonment or dissolution of the Chapter shall be turned over to the Society of Toxicology and shall become a part of the Society's general funds; no part of any such funds or property shall insure to the benefit of any member or officer of, or person associated with the Chapter.

Article VII - Chapter Meetings

Section 1. Meetings shall be held at least annually and as dictated by the scientific and educational programs of the Chapter. The time and place of each meeting shall be established by the Program Committee and communicated to the membership at least two weeks before each meeting.

Section 2. Special meetings may be called by the President at any time with the approval of the Executive Committee or by presentation to the President of a petition signed by 20% of the Chapter membership in good standing.

Section 3. A quorum shall consist of 20% of the Chapter members in good standing.

Section 4. Executive Committee meetings shall be held at the discretion of the President provided that each of the members of the committee is notified at least 7 days prior to the meeting.

Article VIII - Dues

Dues will be established by a majority of the Executive Committee after which they may be changed subject to vote by members of the Chapter.

Article IX - Committees

Section 1. The President-Elect shall be chairperson of the Program Committee whose members are appointed by the President. The Program Committee shall develop scientific and educational programs and provide copies of the

programs to the Secretary-Treasurer who will in turn notify the membership.

Section 2. The President shall appoint other committees as required by the By-Laws and shall automatically become an ex-officio member of such committees. Members of such committees shall serve at the pleasure of the incoming President,

Article X - Amendments

Section 1. Amendments to these By-Laws may be presented by any member in good standing at any regular meeting of the Chapter or at any special meeting called for that specific purpose. They shall be presented in writing and shall be offered to the membership present at that meeting on motion for consideration and circulation to the membership. A simple majority shall be necessary to pass the motion.

Amendments accepted for future consideration and circulation shall be printed and circulated with a ballot to all members in good standing. A two-thirds affirmative vote of the ballots returned within 30 days shall be necessary for adoption of any amendment.

Section 2. Amendments to these By-Laws must be approved by the Council of the Society of Toxicology before they become effective. This is done to insure the Chapter that future changes in these By-Laws will have the same force as the original, which was so approved.

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