

Society of Toxicology
Reproductive and Developmental Toxicology Specialty Section
By-Laws

Revised 2004

ARTICLE I – NAME

The name of this organization shall be the Reproductive and Developmental Toxicology Specialty Section of the Society of Toxicology, hereinafter designated as the RDT Specialty Section.

ARTICLE II – OBJECTIVES

The objectives of the RDT Specialty Section are:

- A. To serve as the focal point for interaction of members of the Society of Toxicology interested in reproductive and developmental toxicology.
- B. To conduct programs and education activities which emphasize the latest developments in reproductive and developmental toxicology.
- C. To relate those developments to the activities of the Society of Toxicology and to stimulate new growth in reproductive and developmental toxicology as it relates to the science of toxicology.
- D. To act as a resource to the Society in the area of the Section's interest.

ARTICLE III – MEMBERSHIP

All members in good standing of the Society of Toxicology shall become members of the RDT Specialty Section upon payment of Specialty Section dues. A member of the RDT Specialty Section will be dropped from membership if dues are not paid on an annual basis or if he or she is not a member in good standing of the SOT.

ARTICLE IV – OFFICERS AND COUNCILLORS

The RDT Specialty Section Officers shall be President, Vice President, Vice President-Elect, and Secretary-Treasurer. There shall be five Councilors. The Vice President-Elect shall be elected annually and the Secretary-Treasurer biannually by the Specialty Section members. They shall serve until their successors are installed. Officers and Councilors shall take office on May 1.

ARTICLE V – ELECTION OF OFFICERS AND COUNCILLORS

Section 1. The office of the Presidency shall be for a term of one year. The President, after serving one year, shall be designated immediate Past-President for one year. The President shall preside at all meetings.

Section 2. The Vice President shall become the President of the Specialty Section after serving one year as Vice President. The Vice President shall serve in the absence of the President.

Section 3. A Vice President-Elect shall be elected by a majority vote of the ballots cast, and shall become the Vice President of the Specialty Section after serving one year as Vice President-Elect. The Vice President-Elect shall serve in the absence of the President and the Vice President.

Section 4. The Secretary-Treasurer shall be chosen by vote of the membership for a term of two years.

Section 5. There shall be five Councilors, who, together with the officers, will comprise the Executive Committee. One Councilor shall be a Student Member, appointed for two years by the President. Another Councilor shall be a New Career Councilor elected for two years who shall be within 5 years of graduation and/or completion of a postdoctoral fellowship. A Junior Councilor shall be elected each year for two years, becoming the Senior Councilor in the second year of his/her term. The immediate Past President shall be the fifth Councilor.

Section 6. A Nominating Committee consisting of not less than three members shall be appointed each year by the Executive Committee of the Specialty Section (i.e., the officers plus Councilors). The Committee shall provide a slate of candidates for each election.

Section 7. Elections shall be held annually by mail or electronic ballot. Ballots will be circulated by the SOT and any costs will be charged to the RDT Specialty Section.

Section 8. In the event of a vacancy in the Presidency, the Vice President accedes to that office. Similarly, the Vice President-Elect accedes to the office of Vice-President should that office become vacant. A special election must be held to fill the Vice President-Elect vacancy, but the Executive Committee may make an appointment to fill the vacancy until such time that an election can be conducted.

ARTICLE VI – ADMINISTRATION

Section 1. The Specialty Section shall be governed by the Executive Committee.

Section 2. The Executive Committee shall consist of the four elected officers plus the five Councilors. The President of the Section shall be the chairperson of the Executive Committee. Five 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 of the Executive Committee and shall perform such other duties as may be directed by the Executive Committee. In the President's absence, the Vice President shall act for the President.

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

A. The Specialty Section shall provide an annual report of activities and finances for the previous year as well as plans of programs, activities and finances for the following year. Annual reports shall be submitted to the SOT Director by August 31 of each year.

B. Annual reports and plans shall be reviewed by the SOT Committee on Specialty Sections.

C. The SOT Committee shall consult with the Specialty Section as necessary and report to Council with recommendations concerning continued authorization of the Specialty Section.

D. Society of Toxicology authorization shall be withdrawn from the Specialty Section if it fails to comply with the provisions for continuing authorization.

E. Specialty Section policy statements must be reviewed and approved by the Society of Toxicology in advance.

Section 5. The Secretary-Treasurer shall pay authorized bills incurred by the Specialty Section as directed by the Executive Committee. Dues and all other funds will be collected and held by SOT for use exclusively by the Specialty Section. The successor to the Secretary-Treasurer shall receive all property of the Section and the Executive Committee, and shall be responsible for the correspondence of the Section, and shall maintain a list of members and their status.

Section 6. Any Specialty Section funds or other property remaining at the time of termination of abandonment or dissolution of the Section 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 inure to the benefit of any member or officer of, or person associated with, the Section.

ARTICLE VII – MEETINGS

Section 1. Meetings shall be held at least annually and as dictated by the scientific and educational programs of the Section. 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 membership in good standing.

Section 3. A quorum shall consist of 20% of the 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 seven (7) days prior to the meeting.

ARTICLE VIII – DUES

Dues will be established by the Society of Toxicology Council.

ARTICLE IX – COMMITTEES

Section 1. The Vice President shall be Chairperson of the Program Committee and will select 2-3 members to serve on the Committee. The Program Committee shall solicit and review scientific and educational program proposals consistent with the objectives of the RDT Specialty Section. Proposals deemed appropriate for sponsorship or co-sponsorship by RDTSS will be recommended to the Executive Committee. Proposals approved for sponsorship will be indicated to the SOT Program Committee. The RDTSS Program Committee shall coordinate its activities with the SOT Program Committee and with other appropriate Specialty Sections.

Section 2. The President shall appoint other committees as required and shall automatically act as an ex-officio member of such committees. Members of such committees shall serve at the discretion of the President.

ARTICLE X – AMENDMENTS

Section 1. Amendments to these By-Laws may be proposed by email prior to or be presented by any member of the Specialty Section in good standing at any regular meeting of the Section or at any special meeting called for that specific purpose for discussion by those present at the meeting. Amendments shall then be 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 Section that future changes in these By-Laws will have the same force as the original, which was so approved.