

**Society of Toxicology
Regulatory and Safety Evaluation Specialty Section
BY-LAWS**

Revised 2011

ARTICLE I – NAME

The name of this organization shall be the Regulatory and Safety Evaluation Specialty Section of the Society of Toxicology (SOT) hereinafter designated as the Specialty Section.

ARTICLE II – OBJECTIVES

The objectives of the Specialty Section shall be:

1. To sponsor scientific and educational programs including symposia, poster and platform sessions, workshops, and continuing education courses, on current scientific information and scientific policy issues in the area of regulatory toxicology. Such activities would serve to highlight these scientific issues and encourage dialogue between toxicologists having various scientific and regulatory perspectives on such issues.
2. To encourage proactive communication and interactions among toxicologists in government regulatory agencies, regulated industry, and academia regarding current issues in regulatory toxicology. Specific areas of interest would include drugs and biologics, medical devices, foods, veterinary products, and commercial chemicals including pesticides. Scientific regulatory issues dealing with chemicals and products in the environment will also be included.

No part of the net earnings of the Specialty Section shall inure to the benefit of or be distributable to its members, trustees, officers, or other private persons, except that the Specialty Section shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes herein-above set forth.

No substantial part of the activities of the Specialty Section shall be the carrying on of propaganda or otherwise attempting to influence legislation and the Specialty Section shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office.

ARTICLE III – MEMBERSHIP

Members in good standing of the Society of Toxicology shall become members of the Specialty Section upon payment of Specialty Section dues.

ARTICLE IV – OFFICERS, COUNCILORS, AND REPRESENTATIVES

Section 1. The Specialty Section Officers shall be the President, Past President, Vice President, Vice President-Elect, and Secretary-Treasurer. There shall be two Councilors. Only Full, Associate, Retired, or Emeritus members in good standing of the Society of Toxicology and the Specialty Section shall be eligible to serve as Officers in the Presidential or Treasurer chain.

Section 2. There shall be a Graduate Student Representative and a Postdoctoral Representative, who shall promote interest and interaction between the Specialty Section and the SOT student/postdoctoral membership and liaise with their counterparts *via* the SOT Graduate Student Leadership Committee (GSLC) and Postdoctoral Assembly (PDA), respectively.

Section 3. Officers, Councilors, and Representatives shall begin their terms of office on May 1 following the SOT Annual Meeting at which their election is announced or one month after the Annual Meeting if it is held, any year, after April 1.

ARTICLE V – ELECTION OF OFFICERS, COUNCILORS, AND REPRESENTATIVES

Section 1. The President shall serve for a term of one year, becoming Immediate Past President in the following year. The President shall preside at all meetings.

Section 2. The Past President shall serve for a term of one year. The Past President assists the officers and chairs the nomination committee for selection of new officer candidates

Section 3. The Vice President shall serve for a term of one year and then accede to the office of President. The Vice President shall serve in the absence of the President.

Section 4. The Vice President-Elect shall be elected annually by a vote of the membership and shall become the Vice President of the Specialty Section for one year after serving one year as Vice President-Elect, becoming President and Immediate Past President in the two subsequent years. The Vice President-Elect shall serve in the absence of the President and the Vice President.

Section 5. The Secretary-Treasurer shall serve for a term of one year.

Section 6. There shall be two Councilors, who shall be chosen by vote of the membership for a term of two years. One Councilor shall be elected each year. The senior Councilor completing his or her term will accede to the position of Secretary-Treasurer for the Specialty Section in the following year.

Section 7. In the event of a vacancy in an elected office, other than the Presidency or Vice Presidency, the Specialty Section's 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 Vice President accedes to that office until the unexpired term is completed and shall serve as President in the following year. In the event of a vacancy in the Vice Presidency, the Vice President-Elect accedes to that office until the unexpired term is completed and shall serve as Vice President in the following year.

A special election must be held to fill the office of Vice President-Elect should this office become vacant; however, the Executive Committee may make an appointment to fill the vacancy until such time that an election can be conducted.

Section 8. One Graduate Student and one Postdoctoral Representative shall be appointed by the Specialty Section President, in conjunction with the Executive Committee, and shall serve for a term of two years. Eligibility during the term requires current enrollment in a graduate program for Student Representatives and engagement in a formal mentored postdoctoral position for Postdoctoral Representatives.

Section 9. Elections shall be held annually by electronic ballot in the format deemed appropriate by the Society of Toxicology prior to the SOT Annual Meeting.

ARTICLE VI – ADMINISTRATION

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

Section 2. The Executive Committee (EC) shall consist of the elected Officers, Councilors, and Representatives, and all members of the EC will participate in EC meeting discussions and decisions. The President of the Specialty Section shall serve as chairperson of the Executive Committee. Five members of the Executive Committee shall constitute a quorum for the transaction of business.

Section 3. The President shall 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

succeeding order of officers shall preside. The President should keep in contact with developments in the field of toxicology and guide the Specialty Section in the formulation of constructive activities.

Section 4. The Specialty Section shall comply with the following provisions in order to retain its status as an authorized body within the Society of Toxicology.

- a. The Specialty Section shall provide annual reports of its activities 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 by the required date of each year.
- b. Annual reports shall be reviewed by the SOT Council, which shall consult with the Specialty Section as necessary.
- c. Specialty Section policy statements must be reviewed and approved by the Society of Toxicology Council prior to release.

Section 5. The Secretary-Treasurer shall have fiduciary responsibilities for all monies of the Specialty Section and shall authorize all disbursements as appropriate. The Secretary-Treasurer shall transmit to the successor in office all property of the Specialty Section in his or her possession. The Secretary-Treasurer shall keep an accurate record of all transactions of all meetings of the Specialty Section and of the Executive Committee, and shall keep an accurate list of the members and their status.

No funds shall be expended by or in the name of the Specialty Section to the extent that the expenditure, if made by the Society of Toxicology, would represent 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 Specialty Section funds or other property remaining at the time of termination or abandonment or dissolution of the Specialty Section shall be turned over to the Society of Toxicology and shall become a part of the Society's general funds.

ARTICLE VII – MEETINGS

Section 1. Meetings of the membership shall be held at least annually and as dictated by the scientific and educational programs of the Specialty Section. The time and place of each meeting shall be 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 the presentation of a petition to the President, signed by 20% of the members of the Specialty Section in good standing.

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

Section 4. Executive Committee meetings shall be held at the discretion of the President at any time during the year, provided notice of at least seven days is given.

ARTICLE VIII – DUES

The dues are established by the SOT Council and are the same for all Specialty Sections. A request for variance from the established rate shall be directed to SOT Council. Special fees outside of the dues structure can also be collected if pre-arranged through the Specialty Section Council Contact.

ARTICLE IX – COMMITTEES

Section 1. A Program Committee Chairperson shall be appointed by the President and the Chairperson will select members to serve on the Committee. The Program Committee shall solicit and review scientific and educational program proposals consistent with the objectives of the Specialty Section and deemed appropriate for sponsorship or

endorsement and shall forward their review to the EC for final recommendations to the SOT Program Committee. The Program Committee Chairperson will be a member of the EC.

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

Section 2. Amendments accepted for future consideration shall be forwarded to the Specialty Section Staff Liaison to be circulated with a ballot to all members in good standing. A two-thirds affirmation vote of the ballots returned within the specified time frame shall be necessary for adoption of any amendment.

Section 3. 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 that future changes in these By-Laws will have the same force as the original By-Laws, which were so approved.