

**THE SOUTHERN CALIFORNIA SECTION OF
THE AMERICAN ASSOCIATION FOR CLINICAL CHEMISTRY, INC. BYLAWS**

Adopted February 7, 1994

Updated November 20, 2004

Further revised with minor edits according to AACC HQ suggestions on July 10th, 2007

ARTICLE I. ASSOCIATION NAME

The name of the Association shall be the Southern California Section of The American Association for Clinical Chemistry, Inc (hereinafter "SCS-AACC").

ARTICLE II. AREA

The geographical area for the Southern California Section shall be those areas with zip codes beginning with 890, 891, 900 through 920, and 923 through 937.

ARTICLE III. ORGANIZATION

The Southern California Section shall be governed by the Constitution and Bylaws of the American Association for Clinical Chemistry (hereinafter "AACC") and no part of the Bylaws of the Southern California Section shall be in conflict with the Constitution and Bylaws of the Association.

ARTICLE IV. PURPOSE

The purposes of the Southern California Section shall be the same as those of the Association.

ARTICLE V. MEMBERSHIP

- A. The Association shall consist of Members, Honorary Members, Emeritus Members, Affiliates and Student Associates. Only Members and Emeritus Members who are in good standing shall have voting privileges, right, title, or interest in the property and funds of the Association.
- B. The qualifications for membership shall be the same as those defined in the Bylaws of the Association.

ARTICLE VI. OFFICERS

- A. This Section shall have the following officers:
 - 1. Chair
 - 2. Chair-Elect
 - 3. Past Chair
 - 4. Secretary
 - 5. Treasurer
 - 6. Representative to the House of Delegates as allotted in the AACC Bylaws:

- B. All officers shall be Members of the Association and provide reports as required by the Board of Directors and/or the House of Delegates of the AACC.
- C. Chair: The Chair shall be the executive officer for the Southern California Section, and a) preside at all official meetings; b) appoint the chair of all committees except the Program Committee; and c) serve as an ex officio member of each committee excluding the Nominating Committee.
- D. Chair-Elect: The Chair-Elect shall serve for one year in effect as Vice-Chair, and be designated as Chair for the following year. The Chair-Elect shall a) preside at meetings in the absence of the Chair; b) act for the Chair in case of the Chair's absence or disability; c) plan, schedule, and make necessary arrangements for the scientific portions of the Section meeting; d) act as chair of the program committee.
- E. Secretary: The Secretary shall:
1. Keep minutes of all meetings of the Section at which business is conducted and submit them for Executive Committee approval at subsequent meetings.
 2. Maintain the minutes of meetings as a record and transmit them to the succeeding Secretary.
 3. Maintain an accurate list of the names and addresses of all Members in the National Office.
 4. Carry out such correspondence of the Section as delegated by the Chair.
 5. Distribute notices and ballots to the membership and, with the assistance of two members not running for Section office, certify the results of the election. If the Secretary is a nominee for office on the ballot, the Chair will appoint an Alternate to substitute for the Secretary.
 6. Notify the National Office of the results of election of officers, and of professional and local Section activities that are considered to be of interest to the membership.
- F. Treasurer: The Treasurer shall:
1. Receive and disburse funds authorized by this Section. Disbursements of funds greater than \$2500.00 shall be approved by the Executive Committee.
 2. Maintain accurate and current records of all credits, debits, and balances.
 3. Present a financial statement of receipts, disbursements, and current balances at official business meetings.

4. Provide accurate records to be passed to succeeding Treasurers, and distribute statements for annual dues to membership.

G. Delegate to the House of Delegates of the AACC:

The Delegate shall represent the Southern California Section at the meetings of the House of Delegates of the AACC.

H. Past Chair:

The Past Chair shall be a voting member of the Executive Committee to provide continuity of programs.

I. Terms of Office:

1. Each elected officer shall serve for one year except for the Delegate whose term is for three years. The term of office shall start January 1 and terminate December 31.
2. Each officer shall be permitted to succeed themselves, except for the Chair and Chair-Elect. These two officers shall not be eligible for reelection to either of these offices until at least one year has elapsed following their last term of office.
3. In the event that the office of the Chair becomes vacant, the Chair-Elect shall become Chair for the remainder of the term. The Chair-Elect will then also fulfill their elected year as Chair.
4. If a vacancy occurs in any other office, the Chair shall appoint a successor for the remainder of the term. Such an appointee shall be eligible for election to any office at the end of that term.

J. Election of Officers:

1. Elections shall be by secret mail or online ballot. The Secretary shall distribute to the membership by such time each year, so as to obtain election results for transmittal to AACC by November 15, a suitable ballot showing the offices to be filled and the nominees for each office.
2. Nominees shall be those selected by the Nominating Committee and those nominated from the floor by the membership at a meeting prior to the election.
3. All nominees must have agreed to serve before the election.
4. In accordance with Section VI. E. 5, the Secretary shall certify the ballot count with the assistance of two members not running for Section office.
5. The deadline for the receipt of valid ballots by the Secretary shall be at least one week prior to November 15 of the year of the election. The National Office shall be

informed of the results by the Secretary after ballots have been counted and before November 15. Installation of officers will be at the first meeting of the following year.

6. The nominee receiving a plurality of valid votes for each office shall be elected. In the event of a tie, another election for that office shall be held by vote of the Executive Committee.
7. In the event that an officer is not elected by January 1st, the officer in that office on December 31st shall continue to serve until relieved by the duly elected officer.
8. Resignations of officers with the exception of the Chair, shall be submitted, in writing, to the Chair. The resignation of the Chair shall be submitted, in writing, to the Executive Committee and upon acceptance, the Chair-Elect shall assume the office of the Chair.

ARTICLE VII. COMMITTEES

- A. Executive Committee: This Committee shall consist of the Chair, Chair-Elect, Secretary, Treasurer, Past Chair, and Delegate to the House of Delegates. The Executive Committee shall have the authority to act on all matters not otherwise specified in this document or its amendments, or when it is not practical or possible to convene the general membership for emergency decisions.
- B. Membership Chair: This position shall consist of one Member appointed by the Chair. The membership chair in conjunction with the Executive Committee and other active members will promote the recruitment and retention of members.
- C. Nominating Committee: The Nominating Committee shall consist of at least three Members appointed by the Chair. The function of this Committee shall be to provide a slate of candidates for the elected offices as described in ARTICLE VI. This Committee shall report its selection prior to July 30. Nominations from the floor shall be entertained at any time. Each candidate nominated must agree to serve before his nomination can be official.
- D. Education Committee: The Education Committee shall consist of a Chair appointed by the Chair of the Executive Committee and additional members as deemed necessary by the Chair of the Education Committee. Additional members will be selected by the Chair of the Education Committee and will serve on a voluntary basis. The function of this Committee is to have the responsibility of workshops and other matters of educational interest which relate to Clinical Chemistry.
- E. Other Committees: Additional Committees may be formed as needed by the Section Chair (such as Awards Committee, ACCENT Committee (CME) etc.)

ARTICLE VIII. FISCAL MATTERS

- A. Fiscal Year: The Fiscal Year of the Section shall coincide with that of the Association, beginning on January 1st and ending on December 31st.

- B. Annual Dues: These shall be established or changed by a majority vote of those present at the Annual Business Meetings.
- C. In the event that the activities of the Southern California Section are terminated, all funds remaining after the payment of all debts shall be forwarded to the Association. In no event shall any funds of the Section inure to the benefit of any member of the Section either during the life of the Section or after its termination.

ARTICLE IX. MEETINGS

- A. Meetings are to be held at least once per year and at places arranged by the Chair-Elect and/or Executive Committee. Meetings will be divided into scientific meetings and business meetings. A Business meeting will be held at least one time per year. Business sessions are open only to the membership. Records will be kept..
- B. Quorum: A Quorum for the transaction of any business at any official Business meeting shall consist of those voting Members in good standing present at this meeting. A Quorum at an Executive Committee meeting shall consist of 50% of the Officers of the Executive Committee.
- C. At all meetings where questions of parliamentary procedure arise, Robert's "Rules of Order" shall prevail.

ARTICLE X. CONSTITUTIONAL AMENDMENTS

Amendments to these Bylaws may be proposed by:

- 1. A majority vote of the entire executive Committee, or
- 2. A petition signed by at least 10% of the voting Members in good standing or
- 3. A duly passed motion at any official business meeting.

Upon receipt of a duly proposed amendment or revision, the Secretary shall, within 30 days, arrange voting by each member in good standing via mail, email or other electronic balloting methods. An amendment shall become effective only upon receiving the affirmative votes of 2/3 of the votes received. If a proposed amendment does not receive the required number of votes within 45 days after the proposed amendment is mailed, then such proposal shall lapse.

IBR/JZ, 2/08/94, 11/20/04

WL/JZ, 07/10/07

Wenzhe Li  Date 8/13/07
2007 SC AACC Secretary