

**Bylaws of
The Emergency Ultrasound Section of
The American Academy of Emergency Medicine
(EUS-AAEM)**

Article I: Purpose and Mission

1.1 Purpose and Mission

This Emergency Ultrasound Section is founded to foster the professional development of its members and to educate them regarding point of care ultrasound. The council will develop educational opportunities. This group will serve as a venue for collaboration among medical students, residents, fellows and emergency medicine practitioners who are interested in point of care ultrasound. The purpose of our group is to augment the knowledge and expertise of all emergency medicine specialists and to advocate for patient safety and quality care by endorsing point of care ultrasound. Membership is not limited to fellowship trained physicians. All emergency medicine practitioners passionate about ultrasound are welcome to join and participate. This group will work closely with the AAEM Resident and Student Association (RSA) to provide mentorship to medical students and residents who are interested in emergency medicine and point of care ultrasound.

1.2 Objectives:

- Disseminate information about ultrasound amongst Emergency Medicine practitioners regardless of practice setting and experience
- Deliver ongoing educational opportunities for Emergency Medicine specialists
- Provide resources for the advancement of point of care ultrasound
- Forum for collaboration to encourage ultrasound research and exchange of ideas
- Create regional, national, and international opportunities for providers to convene
- Support fellowship training and research
- Promote resident and medical student education
- Foster program development
- Endorse policy and guideline development
- Collaborate with other specialties utilizing ultrasound

As a section of the Academy, all activities of the Section will be in accordance with the standards established by the Academy. The purpose and mission statement of the Academy also extend to the Emergency Ultrasound Section of AAEM (EUS-AAEM).

1.3 Duration

The term of existence of the Section shall be perpetual unless dissolved according to the bylaws of the Academy.

Article II: Membership and Privileges

2.1 Section Membership

All Medical Students, Transitionals, Emergency Medicine Residency-Trained, Fellows-in-Training, Associate, Internationals, or Voting physician members of the Academy interested in ultrasound shall be eligible for membership in the Emergency Ultrasound Section.

2.2 Membership Application

Each applicant shall submit application to the Emergency Ultrasound Section in such form as determined by the EUS-AAEM Council.

2.3 Voting Privileges

All emergency medicine board certified fellow members of the Section shall be entitled to vote for executive council members and councilors and to vote to change the bylaws in accordance with the procedures outlined in these bylaws.

2.4 Obligations of Members

By virtue of membership, each member of the Section agrees to be bound by these bylaws and all lawful rules and practices adopted by the Council of the Section and of the Academy.

2.5 Action on Behalf of the Section

Only the Executive Council of the Section, the Council of the Section, and other authorized agents of the Section may state policies or positions on behalf of the Section.

Article III: Resignation

3.1 Resignation

Membership in the Section requires membership in AAEM. Membership in the Section shall be terminated immediately upon termination of membership in AAEM.

Article IV: Assessments

4.1 Dues

Annual dues shall be determined by the executive council for the ensuing year.

4.2 Non-Payment

The executive council shall establish policies with regard to nonpayment of dues.

Article V: Meetings

5.1 Annual and Special Meetings

There will be a formal meeting of the Section at the Academy's Scientific Assembly each year. Other meetings throughout the year will be held as circumstances and needs dictate, as determined by the executive council. Special meetings may be called by the executive council at its discretion.

5.2 Voting

Any voting member may be represented in person or by proxy at any meeting, but each voting member shall be entitled to only one vote.

Article VI: Executive Council and Councilors

6.1 Executive Council

The executive council of the Section shall consist of a Section Chair, Immediate Past Section Chair, Section Chair-Elect, and Secretary/Finance Chair. The executive council is responsible for the day-to-day operations of the Section. All executive council members must be active AAEM members at time of application.

6.1.1 Immediate Past-Section Chair.

The Immediate Past-Section Chair shall perform such duties as may be prescribed by the Section Chair, the Council, or AAEM.

6.1.2 Section Chair.

The Section Chair shall be the principal executive council member of the EUS-AAEM and shall preside over all meetings of the EUS-AAEM and of the EUS-AAEM Council. The Section Chair shall also perform such other duties as may be prescribed by the Council or AAEM from time to time. Upon the expiration of the term of office of the Section Chair, the individual serving in such office shall automatically succeed to the office of Immediate Past-Section Chair.

6.1.3 Section Chair-Elect.

The absence of the Section Chair or in the event of the Section Chair's death or inability to act, the Section Chair-Elect shall perform the duties of the Section Chair, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Section Chair. The Section Chair-Elect shall perform such other duties and have such other powers as the EUS-AAEM Council or AAEM may from time to time prescribe. Upon the expiration of the term of office of the Section Chair-Elect, the individual serving in such office shall automatically succeed to the office of Section Chair.

6.1.4 Secretary/Finance Chair

The Secretary/Finance Chair shall: (a) keep any minutes of the EUS-AAEM Council meetings in one or more books provided for that purpose; (b) coordinate with the Treasurer of AAEM matters pertaining to the charge and custody of funds and securities pertaining to the activities and mission of EUS-AAEM; (c) see that all notices are duly given; (d) coordinate the maintenance of the books and records of EUS-AAEM with the custodian of the corporate books and records of AAEM as required by law or otherwise as requested by AAEM; and (e) in general, perform all duties incident to the office of Secretary/Finance Chair and such other duties as from time to time may be assigned to him by the Section Chair, the EUS-AAEM Council, or AAEM. If required by the EUS-AAEM Council or AAEM, the Secretary/Finance Chair shall give a bond for the faithful discharge of his duties in such sum and with such surety or sureties as the EUS-AAEM Council or AAEM shall determine.

6.2 EUS-AAEM Council

The Council shall consist of the Section Chair, Immediate Past Section Chair, Section Chair-elect, Secretary/Finance Chair, an AAEM Resident and Student Association Representative, and up to four Councilors. The Council is responsible for the direction of the Section and long-term planning.

6.3 AAEM Resident and Student Association Representative

The Section Council shall include a representative of the AAEM Resident and Student Association. This member shall be nominated by the members of the EUS-AAEM.

6.4 AAEM Council Liaison

The EUS-AAEM Council shall include a liaison from the AAEM Board of Directors.

6.5 Election Procedure

Any Section member may nominate another eligible member (including him or herself) for an open position on the Council. To be eligible for nomination, the member must meet the requirements for membership in the section, as outlined in Article II, throughout the duration of the term for which he or she is nominated. Nominations may be made during a period that will end 60 days before the next Scientific Assembly. In the event that no nominations are received for a particular position on the Council, the current Council may appoint a member to that position by majority vote. Any member appointed by the Council to a position must meet all requirements, which would otherwise be necessary for nomination to that position.

Voting in the general election will be undertaken online: one vote per person. Each voting member shall have one vote for each open position. Each open council position will be filled by the nominee receiving the most votes. An uncontested open position will be filled by the nominee regardless of the number of votes received for that position. Elections will be completed no less than 14 days prior to the start of the Scientific Assembly. In the case of a tie in the election of any EUS-AAEM position, a run-off election for the tied candidates will be held. The run-off election will begin at the discretion of the current EUS-AAEM Section Chair. Voting will be open for a 14-day period, otherwise following the same procedures as the general election. No changes to the official candidate statements will be allowed during this period. The newly elected executive council and councilors will take their positions at the EUS-AAEM Council meeting at the Scientific Assembly. No council member may hold more than one position on the council at a time.

6.6 Terms of Office

The term of all council members is one year. Term limitations are established at two consecutive terms for each office. A term will not count towards the term limitation unless the member shall have served at least 11 months in that position.

6.7 Rules of Succession

Executive council members and councilors shall hold office until a successor has been duly elected and takes office. In the event of a vacancy in the offices of Section Chair-Elect, Secretary/Finance Chair or Councilor due to death, resignation, or otherwise, the position shall be filled by appointment of the Section Chair and must be approved by the council. In the event of similar vacancy in the office of Section Chair, the Section Chair-Elect will assume command for the unexpired term. If he or she is unable to take over the role of Section Chair, then succession falls to the Secretary/Finance Chair of the Section. In the event of any succession, the succeeding executive council members will be eligible at the completion of the unexpired term of his or her predecessor for election to two full terms in that position.

6.8 Meetings of the Council

Meetings of the council shall be open to the members of the Section. A closed executive session may be called by the council for just cause, but all voting must be in open session by open ballot. Special meetings of the council may be called by or at the request of the executive council, any four councilors, or at the request of 20 percent of all of the voting members of the Section. Any member of the Section may submit any resolution or item for discussion and vote at any of the council meetings.

6.9 Quorum

At any meeting of the council, live or virtual, a majority of the directors shall constitute a quorum for the transaction of business.

6.10 Resignation

A council member may resign at any time by giving written notice to the council, the Section Chair, or the Secretary/Finance Chair of the Section. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof by the council, and the acceptance of the resignation shall not be necessary to make it effective.

6.11 Presumption of Assent

A Council member of the Section who is present at a meeting of the Council at which action on any corporate matter is taken shall be presumed to have assented to the action unless his or her dissent to such action is registered with the person acting as secretary of the meeting before adjournment thereof or unless he or she shall forward such dissent by registered mail to the Secretary/Finance Chair of the Section immediately after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action.

6.12 Majority Action

Except as otherwise provided in these bylaws, every act or decision done or made by a majority of council present at any meeting duly held at which a quorum is present shall be the act of the council. Voting may also be conducted by electronic mail.

6.13 Removal of an Executive Council Member or Councilor

Any executive council member or councilor may be removed from office by a vote passed by at least three-quarters of the entire Council. A recall requires a petition by one-third of the entire council or ten percent of section membership. If an executive council member or councilor misses three consecutive meetings of the Council, the Council may then, at its discretion, declare the position to be vacant.

Article VII: Work Groups of the Council

7.1 Executive Council

The executive council shall consist of the Section Chair, Immediate Past Section Chair, Section Chair-Elect, and Secretary/Finance Chair. The executive council shall have the authority to act on behalf of the EUS-AAEM Council subject to ratification by the EUS-AAEM Council. The executive council shall meet at the call of the Section Chair, Section Chair-Elect or Secretary/Finance Chair. A report of its actions shall be given to the EUS-AAEM Council. Any tie vote of the executive council may be decided by the Section Chair.

7.2 General Work Groups

The executive council may appoint work groups to address issues of the EUS-AAEM Section. Meetings shall be at the discretion of the work group chair, who is elected by members of that specific work group. Each work group chairperson is responsible for an annual report to the EUS-AAEM Council.

Article VIII: Accountability

8.1 Records

Minutes of the meetings of the Council and books of account shall be open to inspection by any member of the Academy.

8.2 Rules of Order

The Section shall follow Dr. James E. Davis' Rules of Order.

Article IX: Indemnification

The Council of the Section shall not be personally liable for any debts, liabilities, or other obligations of the Section or the Academy. The Academy shall defend current and former Council members against all claims, suits, actions, or other proceedings, which arise as a result of such persons' position within the Section. The Academy shall hold harmless and indemnify each councilor and executive council members for reasonable expenses and liabilities incurred in all such proceedings. The Academy may maintain insurance, at its expense, for these purposes.

Article X: Amendments to Bylaws

These bylaws may be amended, repealed or altered in whole or in part by a vote passed by at least two-thirds of the entire Council or at least two-thirds of the voting members of the Academy.