



The VOICE for the Vascular Ultrasound Profession since 1977

SVU BYLAWS

(Revised January 2006)

I. NAME

1. The name of this organization shall be the SOCIETY FOR VASCULAR ULTRASOUND (SVU).

II. MEMBERSHIP

1. Qualification

Membership in this Society (formerly called SNIVT and SVT) is open to all individuals with a demonstrated interest in vascular technology that agrees to comply with the Society's Code of Ethics.

2. Categories

- 2.1. **Regular Members:** those who are currently practicing vascular technologists. They shall be required to pay annual membership dues and may vote. Only those Members who have received and maintain a professional credential in vascular technology may hold elected office within SVU. Regular membership also includes:
 - 2.1a **Charter Members:** those persons who were members of the Society of Non-Invasive Vascular Technology (SNIVT) as of 7:00 pm on June 23, 1978.
 - 2.1b **Student Members:** only those students enrolled in full time Allied Health programs are eligible.
- 2.2. **Retired and Honorary Members:** shall not be required to pay annual membership dues and cannot hold elected office but may vote.
 - 2.2a **Retired members** are those that are retired from the profession. They must submit to SVU a signed affidavit (prepared by the SVU attorney) certifying their retirement status. They are eligible to vote and eligible to serve on committees.
- 2.3. **Founding Members** are those persons who were the original nine founding members of the Society of Non-Invasive Vascular Technology, and shall become Honorary Members.

- 2.4. **Honorary Members:** persons who have given outstanding support and service to SVU. Honorary Membership shall be by nomination by any member of SVU and requires approval of two-thirds majority of the Board of Directors.
- 2.5. **Fellows Members:** a member who has made outstanding contributions to vascular ultrasound and inspired leadership in SVU and selected by the Board to be an SVU Fellow. They are required to pay annual dues.
- 2.6. **Signature Lab Membership:** The Board has approved a new membership category to recognize 100% annual membership participation in SVU by the lab's technologists who perform vascular studies and at least one (1) physician in the lab.
 - 2.6a. Lab must have three or more technologists
 - 2.6b. Student Members encouraged, but not counted toward 100% participation
 - 2.6c. Must have at least one affiliated physician member of SVU
 - 2.6d. Membership dues discount will be based on percentage of participants
 - 5% dues discount off each SVU membership with 3 technologists and at least 1 physician
 - 7% dues discount off each SVU membership with 5 technologists and at least 1 physician
 - 10% dues discount off each SVU membership with 10 technologists and at least 1 physician
 - 15% dues discount off each SVU membership with 20 technologists and at least 1 physician
 - 2.6e. All names will be submitted on one Signature Lab Membership Application

3. Termination from Membership

Termination from membership may occur under the following conditions:

- 3.1a. Failure to pay any sums due and owed SVU within 60 days of their due date.
- 3.1b. Resignation filed in writing with SVU.
- 3.1c. Violation of SVU Code of Ethics.
- 3.1d. Two-thirds majority vote of the Directors present at any scheduled meeting of the Board of Directors at which a quorum is present, provided notice of intent to conduct such vote is given stating the cause of such action. The member involved shall be given an opportunity to be present and to be heard at the meeting at which expulsion is considered.

III. FEES, DUES AND ASSESSMENTS

1. The Board of Directors shall establish dues for all classes of membership.

2. Effective January 1, 2003, SVU membership dues will be based on a calendar year basis and all members will have to pay their annual dues in full by the end of the first quarter in order to remain active members.
 - 2.1. All membership privileges shall be suspended during periods for delinquency of more than sixty (60) days. No dues shall be refunded to any member whose membership terminates for any reason.

IV. GOVERNANCE, ORGANIZATION AND STRUCTURE

1. SVU shall maintain a headquarters office located within the United States of America.
2. The management of SVU shall reside in the Board of Directors and others, as specified herein. It is the function of the Board of Directors to determine objectives, philosophy, and official policy of the organization and to implement it.
3. To achieve the Society's objectives, the SVU Board of Directors may at its discretion, establish organization units such as boards, councils, divisions, or sections to serve special interests of the membership. The Board may also authorize the establishment of chapters for the purpose of furthering the objectives of SVU. Chapters may be organized geographically by city, state, province, country or other area determined by the Board of Directors.
4. The Board of Directors shall create or eliminate all standing committees, ad hoc committees, work groups, advisory groups, and councils as may be necessary for effective performance of the Society's objectives.
5. For the mutual benefit of all, for the advancement of vascular technology and in order to further the objectives of SVU, the Board of Directors may establish relationships with other societies, associations and organizations.

V. OFFICERS

1. The officers of SVU shall be a President, President-Elect, Vice President, Treasurer, Secretary, and Assistant Secretary. The President-Elect, Vice President, Secretary and Treasurer shall be elected biennially from among the Members of SVU by ballot. The Assistant Secretary is the Executive Director.
2. All elected officers shall have achieved and maintained a professional credential in vascular technology and have served a term on the Board of Directors that will be completed within three years prior to the start of the term of office for which election is sought. The physician board member is ineligible to hold an officer position.
3. Terms of office shall be for two calendar years beginning January 1 following election.
 - 3.1 No officer shall hold more than one elected office simultaneously and may not serve more than two successive full terms in each office. Interim terms shall not be considered for purposes of this provision.

- 3.2 All elected officers are voting members of the Executive Committee and Board of Directors.

VI. DUTIES OF OFFICERS

1. The officers shall perform such duties as are necessarily incident to each office, as may be prescribed by the Board of Directors, or as required or allowed by law.

2. **President**

The President shall be the chief elected officer of the Society and serve as Chairperson of the Board of Directors and of the Executive Committee. The President shall vote only to resolve ties.

The President shall serve as an ex-officio member of all committees except the Nominations Committee and shall make all required appointments of standing and special committee chairpersons.

With the exception of the duty to chair all Board Meetings, the duties of the President may be delegated by the Board of Directors.

3. **President-Elect**

The President-Elect shall automatically become the President at the end of the President's term.

The President-Elect shall chair the Nominations Committee.

4. **Vice President**

The Vice President shall perform the duties of the President during absence or disability of the President. In cases where the vacancy is permanent, the Vice President shall accede to the Presidency and an interim Vice President shall be elected by the Board of Directors for the remaining period of the term.

5. **Secretary**

The Secretary, under the direction of the Board of Directors, shall have general supervision of the keeping of records of meetings, activities, membership, Board of Director's policies and any other records required by law.

6. **Treasurer**

The Treasurer, under the direction of the Board of Directors, shall have general supervision of the fiscal affairs of SVU and other records required by law.

The Treasurer shall oversee the performance of an annual audit or review by a certified public accountant.

The Treasurer, or Executive Director, shall report on the financial condition of the Society at all meetings of the Board of Directors and at other times as called upon by the President.

7. **Assistant Secretary**

The Executive Director shall serve as Assistant Secretary of SVU and be an ex-officio member of the Board of Directors and all committees, including the Executive Committee without a vote.

The Executive Director shall be the chief executive and operating officer of SVU, with responsibility for the management and direction of all operations, programs, activities and affairs of SVU, including employment and termination of employees, the determination of compensation of members of the staff and supporting personnel, functioning within the framework of policy aims and programs as generally determined by the Board of Directors.

The Executive Director shall serve at the pleasure of the Board of Directors. In the event the Board enters into a written employment contract with the Executive Director, the terms of the contract shall govern the relationship and if there appears to be any inconsistency between these Bylaws provisions and the terms of the contract, the terms of the contract will govern.

VII. BOARD OF DIRECTORS

1. The governing body of this Society shall be the Board of Directors. The Board of Directors shall have supervision, control and direction of the affairs of the Society, its committees and publications shall determine its policies or changes thereto; shall actively implement the objectives of the Society; establish the financial policies of the Society and be accountable for Society assets; and be responsible for the interpretation of these Bylaws. The Board may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and may in the execution of the powers granted, delegate certain of its authority and responsibility to the Executive Committee.
2. Official business may be conducted by mail or telecommunications; action taken by a mail, fax or e-mail ballot of the members of the Board of Directors shall be a valid action of the Board and shall be ratified at the next regular meeting of such Board.
3. The Board of Directors shall consist of the Officers and 11 Directors, including one appointed by the Board to represent the vendors.

There shall be nine elected technologist Directors, each of whom shall have been a Member in good standing for at least one year and have achieved and maintained a professional credential in vascular technology. In addition, only technologists whose primary employment activity is performance of non-invasive vascular testing, supervision of vascular personnel, management of a noninvasive vascular testing or diagnostic facility, or education or training in the field of vascular technology are eligible to serve. A technologist whose primary employer is a corporate vendor is not eligible for a Director position.

There shall be one elected physician Director for a three year term who shall have been a Member in good standing for at least one year and holds a current license to practice medicine, has achieved and maintained a professional credential in vascular technology and has current involvement in the noninvasive vascular field.

There shall be one appointed non-voting Director for a three year term who will represent the vendors and who must be an employee of a vendor company, and who shall have been a Member

in good standing for at least one year and has achieved and maintained a professional credential in vascular technology.

Three of the nine-elected technologist Directors shall be elected annually by ballot and shall serve for a term of three years. The elected physician Director shall be elected every three years by ballot and shall serve for a term of three years. The appointed vendor representative Director shall be appointed by the Board every three years and shall serve for a term of three years. Each elected Director shall take office January 1 following election and may serve two successive terms before having to step down.

Vacancies on the Board of Directors shall be filled by nomination by the President and affirmative vote of two-thirds majority of the Directors.

Only two (2) individuals from the same facility may be elected to the Board of Directors.

4. A quorum for conducting official business of the Board of Directors shall be a majority of its Directors.
5. The Board of Directors shall report to SVU members annually its work and activities including a financial statement and such interim reports as are necessary and advisable.
6. The Board of Directors shall approve the recommendations of the Nominations Committee for Officers and Directors of SVU.
7. The Board of Directors may remove an Officer, Director or Member for cause by a two-thirds majority vote of the Board. Causes for removal of a Director shall include, but not be limited to, failure to attend at least fifty percent (50%) of all regular and special meetings of the Board of Directors, violation of the Code of Ethics promulgated by the Board, or failure to maintain a categorization of membership in SVU entitling the Director to be elected to the Board of Directors. The Director involved shall be given an opportunity to be present and to be heard at the meeting at which removal is considered.
8. A regular meeting of the Board of Directors shall be held no less than two (2) times each calendar year at such time and place or manner as the Board may prescribe.
 - 8.1. The Secretary/Assistant Secretary shall provide written notice of the time, place and/or method of the Board meetings to all directors at least 30 days prior to the meeting.
 - 8.2. Board meetings, other than the regular meetings may be called by the President, by written notice, or telecommunication, to all Directors at least 30 days prior to the meeting.
 - 8.3. Special meetings of the Board of Directors may be called by the President by telecommunications delivered to all Directors at least three days prior to the meeting. Such telecommunications shall include the purpose of the special meeting.
9. **Executive Committee:** The Executive Committee shall be charged with carrying out the policies of the Board between meetings of the Board and presenting programs, policies, and issues to the Board for consideration and/or approval.
 - 9.1. The Executive Committee shall consist of the elected officers of SVU.

- 9.2. A quorum for Executive Committee action shall be three elected officers including the President or, in his/her absence, the Vice President. Business may be conducted by mail or telecommunications; all Executive Committee members must ratify business conducted by mail.
- 9.3. The Executive Committee shall have and may exercise authority as granted by the Board of Directors. Between meetings of the Board of the Directors, the Executive Committee may take such independent action as is necessary for conduct of the affairs of SVU. Such actions of the Executive Committee shall be reported to the Board of Directors at the next meeting and are subject to the Board's ratification.

VIII. COMMITTEES

1. Permanent standing committees shall include Nominations, Finance and Membership.
 - 1.1. **Nominations Committee:** The Nominations Committee shall consist of the President-Elect as Chairperson, and at least four members appointed by the Chairperson and approved by the President. Two members of the committee shall be members of the Board of Directors and two members shall be selected from the membership. Members of the Committee must be members in good standing and have achieved and maintain a professional credential in vascular technology.
 - 1.2. **Finance Committee:** The Finance Committee shall consist of the Treasurer as Chairperson and the other members of the Executive Committee. In addition, at his or her discretion, the President may appoint additional members to serve on the Finance Committee. The Finance Committee shall counsel with the Executive Director on the annual budget of the Society, and make recommendations to the Board of Directors regarding financial policies and affairs of SVU.
 - 1.3. **Membership Committee:** The Membership Committee shall establish criteria and procedures for admission and expulsion of members as specified in the Bylaws. The Membership Committee shall be responsible for membership promotion and make appropriate recommendations to the Board of Directors regarding such activities.
 - 1.3a. The Chairperson of the Membership Committee shall be appointed by the President and approved by the Board of Directors and shall serve for one year.
 - 1.3b. The Chairperson is limited to serving no more than four successive terms. A Chairperson whose term of office has expired shall continue to serve until a successor is appointed and ready to serve.
 - 1.3c. Members of the Membership Committees shall be appointed by the Chairperson and approved by the President.
 - 1.3d. Members of the Membership Committee shall be members of SVU. At least one member shall be a member of the Board of Directors.

2. Subcommittees of standing committees may be organized and directed by committee chairpersons.
3. All standing committees shall report in writing to the President and Board of Directors at least once each year.

IX. SPECIAL COMMITTEES

1. The Board of Directors may appoint special committees as needed to perform the objectives of the Society.

X. ELECTIONS

1. The Nominations Committee shall present recommendations for candidates for Officers and/or Directors for approval by the Board of Directors.
2. Additional nominations for Directors may be made by petition signed by not fewer than 25 Members, with written permission of the nominee. The Nominations Chairperson or Executive Director must receive such petitions by a date to be determined by the Nominations Committee, in a time frame to allow the additional nominations to appear on the ballot.
3. The Nominations Chairperson or Executive Director shall communicate to the members of SVU a ballot with the names of all nominees at least 20 days prior to the ballot return deadline.
4. Directors shall be elected annually and Officers biennially by ballot. The candidates in each category (technologist Directors and physician Director) receiving the greatest number of votes shall be elected. In the event of a tie, the Board of Directors shall elect to fill the vacancy by a majority vote.
5. Election results shall be announced in the newsletter following the election.

XI. CONDUCT OF BUSINESS

1. Meetings of SVU shall be held at such times, places and manners as the Board of Directors shall direct. The Secretary or Executive Director shall notify the members of each meeting at least 30 days before the meeting. At all business meetings of SVU members a quorum shall consist of the voting members present.
2. Revised Roberts Rules of Order shall govern the conduct of all meetings.

XII. GENERAL

1. Notwithstanding any provision of the Bylaws, which might be susceptible to contrary interpretation.

- 1.1 SVU shall not be organized nor operated for profit and shall be operated within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986, as amended or replaced.
- 1.2 SVU is organized and operated exclusively for scientific, literary, and educational purposes.
 - 1.2a. No part of the net earnings of SVU shall or may under any circumstances inure to the benefit of any individual or association except as specified herein.
- 1.3 No substantial part of the activities shall consist of carrying on propaganda or otherwise attempting to influence local, state, or national legislation. SVU shall not participate in or intervene in (including the publishing or distributing of statements) any campaign on behalf of any candidate for public office.
2. All official records, archives and historical material shall be held in the custody of the Executive Director.

XIII. AMENDMENTS

1. Proposed amendments to the Bylaws may be submitted, in writing, to the Executive Committee by any member of the Board of Directors or by petition signed by 15 voting members of SVU.
2. Proposals or petitions shall be transmitted to the Secretary or Executive Director at least 60 days prior to a meeting of the Board of Directors.
3. Proposed amendments, petitions for amendments, and recommendations for amendments shall be so identified, and shall be transmitted in writing to all members of the Board of Directors by the Secretary or Executive Director at least 30 days prior to a meeting of the Board of Directors. A proposed amendment to the Bylaws, except Articles I, IV and XIV, is adopted upon an affirmative vote by at least two-thirds majority of the Board of Directors. The tally of votes shall include those of members attending the meeting at which it is presented or signed mailed or e-mailed ballot from members of the Board of Directors.
4. A proposed amendment to Articles I, IV, and XIV of the Bylaws is adopted upon an affirmative vote by at least two-thirds majority of the Board of Directors and in addition, by at least a majority of the SVU voting members attending an annual or special meeting at which the proposed amendment is presented. The tally of votes of the Board of Directors shall include those of members attending the meeting at which it is presented or signed mailed ballot from members of the Board of Directors.
5. An adopted amendment to the Bylaws shall become effective 30 days following the meeting at which it was introduced.

XIV. DISSOLUTION

1. Upon dissolution of SVU, the Board of Directors shall distribute all remaining assets to such organizations that are exempt from Federal Income Tax under section 501 (c) (3) of the Internal Revenue Code of 1986 as amended or replaced.

XV. INDEMNIFICATION

1. SVU will indemnify, but only to the limits provided by insurance coverage and only in those cases in which there is insurance to cover the claim, each Director, Committee Member, Officer and other insured against claims and liabilities covered by the insurance policy.

SVU CODE OF ETHICS

The Code of Ethics of the Society for Vascular Ultrasound is intended to set forth and promote the highest standards of professional and moral conduct among its members. It also provides a basis for guiding decision making in handling moral and/or ethical dilemmas. In performing their professional activities, members of the Society for Vascular Ultrasound shall:

- Act in the best interest of the health and safety of the patient.
- Accurately represent the nature and value of their services, the expected benefits and the limitations, if any.
- Assure quality of practice by providing services with recognized scientific bases, utilizing appropriate equipment and validated techniques, participating in ongoing quality assurance programs, and performing professional services and assignments only in their areas of competence.
- Demonstrate and maintain professional competency through appropriate certification and participation in continuing education opportunities.
- Maintain professional integrity by avoiding circumstances where compromise of professional conduct or conflict of interest may arise.
- Refuse to knowingly participate in activities, which are illegal, fraudulent, or misleading.
- Recognize the patient's right to privacy, confidentiality, and individuality.
- Respect human dignity, providing services without regard to race, sex, age, religious belief, socio-economic status, or nature of disease process.
- Enhance the integrity, honor, and prestige of the field of vascular technology by establishing cooperative relationships with colleagues, supporting the Society, and maintaining a positive public image.
- Respect the patient's right to decline participating in research studies.