

**AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE-MICHIGAN  
BYLAWS AND REGULATIONS**

**ARTICLE I**

**NAME**

The name of this corporation is American Society for Clinical Laboratory Science-Michigan, hereafter referred to as the Society.

**ARTICLE II  
PURPOSES**

The purposes for which this Society is formed are:

- to promote standards in clinical laboratory methods and research, and in affiliated fields;
- to promote standards in clinical laboratory methods and research, and in affiliated fields;
- to enhance the professional status and image of its members;
- to create mutual understanding and cooperation among the society and its members and all others who are engaged in the interests of individual and public health;
- to be responsible for providing educational programs in the clinical laboratory and related sciences and to assist at maintaining standards of competence at all levels;
- to represent the interests of the clinical laboratory and affiliated professions and the members of the Society in all government and other forums that affect those interests;
- to establish and promote ethical standards for the professions represented; and
- to provide aid and benefit to all members of said professions.

**CODE OF ETHICS**

**Preamble**

The Code of Ethics of the American Society for Clinical Laboratory Science (ASCLS) sets forth the principles and standards by which clinical laboratory professionals practice their profession.

**I. Duty to the Patient**

Clinical laboratory professionals are accountable for the quality and integrity of the laboratory services they provide. This obligation includes maintaining individual competence in judgment and performance and striving to safeguard the patient from incompetent or illegal practice by others.

Clinical laboratory professionals maintain high standards of practice. They exercise sound judgment in establishing, performing and evaluating laboratory testing.

Clinical laboratory professionals maintain strict confidentiality of patient information and test results. They safeguard the dignity and privacy of patients and provide accurate information to other health care professionals about the services they provide.

**II. Duty to Colleagues and the Profession**

Clinical laboratory professionals uphold and maintain the dignity and respect of our profession and strive to maintain a reputation of honesty, integrity and reliability. They contribute to the advancement of the profession by improving the body of knowledge, adopting scientific advances that benefit the patient, maintaining high standards of practice and education, and seeking fair socioeconomic working conditions for members of the profession.

Clinical laboratory professionals actively strive to establish cooperative and respectful working relationships with other health care professionals with the primary objective of ensuring a high standard of care for the patients they serve.

**III. Duty to Society**

As practitioners of an autonomous profession, clinical laboratory professionals have the responsibility to contribute from their sphere of professional competence to the general well being of the community. Clinical laboratory professionals comply with relevant laws and regulations pertaining to the practice of clinical laboratory science and actively seek, within the dictates of their consciences, to change those which do not meet the high standards of care and practice to which the profession is

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

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committed.	
<b>ASCLS-MI Bylaws</b>	<b>ASCLS-MI Regulations</b>
<p style="text-align: center;"><b>ARTICLE III MEMBERSHIP</b></p> <p>A. The membership of this Society shall consist of the following classes: Professional, Ascending Professional; Community; Developing Professional, Emeritus and Honorary.</p>	<p>A. <i>Class of Membership:</i></p>
<p>B. Each applicant shall be considered for membership only in the class appropriate to the maximum qualifications s/he possesses.</p>	<p>B. <i>Application for Membership:</i></p>
<p>C. Qualification for Membership</p> <ol style="list-style-type: none"> <li>1. Individuals seeking membership in this Society shall furnish information defining their qualifications on application forms for membership in the American Society for Clinical Laboratory Science, hereinafter referred to as ASCLS.</li> <li>2. Application for Emeritus membership in this Society is granted upon meeting the qualifications of Emeritus in accordance with the procedures set forth in the Standard Operating Procedures of ASCLS.</li> <li>3. Qualification for Membership               <ol style="list-style-type: none"> <li>a. <u>Professional member:</u> Any person certified or engaged in the practice and/or education process of the clinical laboratory sciences, including those with an active interest in supporting the purposes of the Society.</li> <li>b. <u>Ascending Professional</u> membership is open to any individual eligible for Professional membership, if the individual has not held previous membership other than Developing Professional or Ascending Professional membership in this Society and is within five years of graduation from a program of clinical laboratory studies.</li> </ol> </li> </ol>	

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

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<p>c. <u>Community membership</u> shall be open to all persons.</p> <p>d. <u>Developing Professional</u> membership shall be open to any person enrolled in a program of clinical laboratory studies.</p> <p>e. <b>Emeritus Member:</b> The Emeritus member shall be any member of this Society who becomes an Emeritus member of ASCLS.</p> <p>f. <b>Honorary Member:</b> The Honorary member shall be an individual elected to membership by ASCLS. ASCLS-MI can nominate a Michigan member for consideration of Honorary member status to the ASCLS Board of Directors.</p>	
<p>D. Privileges:</p> <ol style="list-style-type: none"> <li>1. Professional, Ascending Professional and Emeritus members shall enjoy all the rights, benefits, and privileges of this Society; they may vote, hold elective positions and serve on any board or committee.</li> <li>2. Community and Developing Professional members shall have no voting privileges..</li> </ol>	<p>D. <i>Privileges:</i>  <i>An applicant is established as a member in good standing of this Society upon submission to the executive office of ASCLS, the proper application form and the required annual dues, with the subsequent approval of that executive office and notification of the treasurer of this Society.</i></p>
<p>E. A member shall maintain membership in this Society through membership in ASCLS.</p>	<p>E. <i>Maintenance of Membership:</i>  <i>Any member in good standing of a constituent society of ASCLS who changes residence or place of employment to Michigan is accepted as a member of this Society without payment or refund of dues for the remainder of the membership year, provided the requirements of this Society are met, and the application is submitted through the executive office of ASCLS.</i></p>
<p>F. The retention or suspension of a member of this Society is by action of the Board of Directors of the Society, and in the manner prescribed by the Bylaws of ASCLS. Required expulsion or reinstatement proceedings will be referred to and conducted by ASCLS.</p>	

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

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<p style="text-align: center;"><b>ARTICLE IV DUES</b></p> <p>A. The annual dues for members of this Society are the dues of ASCLS plus the amount of dues established by the State Board of Directors. Any dues increase established in a fiscal year shall not exceed a \$5.00 increase.</p>	<p>A. <i>Annual Dues:</i></p> <ol style="list-style-type: none"> <li>1. <i>A. Annual Dues: 1. Each member shall remit the total amount of dues to the Executive office of ASCLS in accordance with the ASCLS society Standard Operating Procedures. The appropriate ASCLS dues will be retained, the remainder remitted to the treasurer of this Society.</i></li> <li>2. <i>Emeritus and Honorary members shall pay no dues to this Society.</i></li> </ol>
<p>B. Annual dues are due and payable on August 1st. Membership shall be renewed in the same category provided that the member has not in the interim become eligible for a different class of membership.</p>	<p>B. <i>Change of membership class is made by application and with payment of dues for the appropriate class.</i></p>
<p>C. A member who fails to pay annual dues to ASCLS on August 1<sup>st</sup> shall be considered delinquent.</p>	<p>C. <i>A member delinquent as defined by ASCLS shall forfeit all membership privileges. Reinstatement will be defined by ASCLS.</i></p>
<p style="text-align: center;"><b>ARTICLE V OFFICERS</b></p> <p>A. The officers of this Society shall be the President, President-Elect, Secretary and Treasurer. The duties of the officers shall be defined in the society regulations and in the parliamentary authority adopted by the Society.</p>	<p>A. <i>Duties of the Officers:</i></p> <ol style="list-style-type: none"> <li>1. <i>The President shall be the chief executive of this Society and shall preside at all meetings of the Board of Directors and of this Society; shall be an ex-officio member of all standing committees except the nominations committee; shall appoint the chairs of all standing committees except for the nominations committee; shall appoint such special committees as are needed with the approval of the Board of Directors, and shall be a member of the President's Council and the Regional Council in accordance with the Bylaws of ASCLS and the Region IV guidelines.</i></li> <li>2. <i>The President-Elect shall become familiar with the duties of the office of President during the year; shall, in the absence of the President, act as chief executive of this Society; shall automatically become President the year following election to office of president-elect; and shall be a member of the President's Council and the Regional Council in accordance with the Bylaws of ASCLS and the Region IV guidelines.</i></li> <li>3. <i>The Secretary shall act as Secretary at all meetings of this Society and of the Board of Directors; shall keep in permanent form a record of all minutes of all meetings attended; shall be responsible for sending a copy of the</i></li> </ol>

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

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	<p><i>minutes of the meetings of this Society and of the Board of Directors to each member of the Board within 30 days after such meetings; and shall perform such other duties as required by this Society and the ASCLS.</i></p> <p><i>4. The Treasurer shall assure the receipt and expenditures of funds in accordance with the directives of the Board of Directors to each member of the Board of Directors following procedures as stated in the officers handbook; shall be under such bond as established by the Board of Directors; and shall serve as an ex-officio member of the Finance Committee.</i></p> <p><i>The Treasurer shall insure that all accounts of the Society shall be audited annually by the audit committee; and shall submit to the members at the annual meeting, a statement of all receipts and expenditures for the current year.</i></p>
<p><b>B. Eligibility for Office:</b></p> <ol style="list-style-type: none"> <li>1. Professional, Ascending Professional, and Emeritus members of this Society shall be eligible to hold office provided they have been a Professional or Ascending Professional or Emeritus member of this Society for at least two years at the time of taking office.</li> <li>2. To be eligible for the office of President or President-Elect, they shall also have been a professional or Emeritus member of ASCLS for five years prior to taking office, and have served as an officer, director or standing committee chair of this Society or another constituent society.</li> </ol>	<p><i>B. Eligibility for Office:</i></p>
<p><b>C. Term of Office:</b> The term of office for all officers of this Society elected at the annual meeting shall begin on the following August 1st.</p>	<p><i>C. Term of Office:</i></p> <ol style="list-style-type: none"> <li><i>1. The term of office of the President of this Society shall be one year.</i></li> <li><i>2. The President-elect shall be elected for a term of one year, and except in the event of a vacancy in the office of President, may serve for one year and then automatically succeed to the office of President.</i></li> </ol>

	<ol style="list-style-type: none"> <li>3. <i>The Secretary shall be elected for a term of one year and may be re-elected, but may not serve for more than two consecutive full terms.</i></li> <li>4. <i>The Treasurer shall be elected for a term of two years and may be re-elected, but may not serve for more than two consecutive full terms.</i></li> <li>5. <i>The term of office of any officer of this Society elected at the annual meeting shall begin on the following August 1<sup>st</sup>.</i></li> </ol>
<p>D. A vacancy occurring in any office of this Society shall be filled in a manner defined in the Society regulations.</p>	<p>D. <i>Filling of Vacancies:</i></p> <ol style="list-style-type: none"> <li>1. <i>A vacancy in the office of President shall be filled by a majority vote of the Board of Directors of this Society from a choice of the President-elect or a Past-President from within the past 5 years.</i></li> <li>2. <i>A vacancy in the office of President-Elect when succeeding to the office of President to fill a vacancy or for other reasons, shall be filled by an interim President-Elect elected by majority vote of the Board of Directors to serve until the next annual election when the members shall elect a President- Elect. The interim President-Elect shall be eligible as a candidate for this position.</i></li> <li>3. <i>In the event of the simultaneous removal during their term of office of both the President and President-Elect, the immediate Past-President shall become President of this Society for the remainder of the unexpired term of the President. The office of President-Elect shall be filled on an interim bases as stipulated above.</i>  <i>At the next annual election, the members shall elect a President and a President-Elect. The interim President-Elect shall be eligible as a candidate for the office of President.</i></li> <li>4. <i>A vacancy in the office of Secretary or Treasurer shall be filled by the Board of Directors who shall elect the replacement by majority vote to serve until the next annual meeting.</i></li> <li>5. <i>In the selection of a member to fill a vacancy, the Board shall first consider the candidates from the slate of nominees for that office in the preceding election. At the next annual meeting of this Society, the members shall fill the unexpired term of office by election.</i></li> </ol>

<p style="text-align: center;"><b>ARTICLE VI EXECUTIVE SECRETARY</b></p> <p>A. An Executive Secretary shall be appointed by the Board of Directors. The Board shall determine the duties, term of office and compensation.</p>	<p>A. <i>The Executive Secretary shall attend all business and Board meetings of this Society, and shall maintain voting rights in meetings of this Society, while maintaining active or emeritus membership in this Society, and shall be a non-voting member of this Board of Directors.</i></p>
<p style="text-align: center;"><b>ARTICLE VII BOARD OF DIRECTORS</b></p> <p>A. The voting members of the Board of Directors shall consist of the President, President-Elect, Secretary, Treasurer, the immediate <b>Past-President</b>, the elected Developing Professional Society Representative, three Directors from each of the State Districts, the Ascending Professional (AP) Director, and the Chair of the Nominations Committee. The Executive Secretary shall be a non-voting member of the Board of Directors. Chairs of all standing committees shall be non-voting members of the Board of Directors.</p>	<p>A. <i>Board of Directors:</i></p>
<p>B. Executive Committee</p> <ol style="list-style-type: none"> <li>1. The Executive Committee consists of the President, the President-Elect, the immediate Past-President, the Secretary, and the Treasurer.</li> <li>2. The Executive Committee shall constitute the governing body of this Society when the regular meetings of this Society are not in session.</li> <li>3. The Committee is vested with the control and management of all affairs, properties and funds of the Society in accordance with the Articles of Incorporation and the Bylaws of this Society. A report of any such action will be made at the next Society Board meeting.</li> </ol>	<p>B. <i>The President shall preside as Chair of the Board; the Secretary shall keep an accurate record of all proceedings.</i></p>
<p>C. District Society Directors</p> <ol style="list-style-type: none"> <li>1. Three Directors from each district society shall be elected or appointed annually for a term of one year; may be</li> </ol>	<p>C. <i>Term of Office:</i></p>

<p>re-elected or re-appointed.</p> <p>2. Eligibility for the position of Director of this Society shall be the same as for elected officers other than the President and President-Elect.</p> <p>3. District Directors shall be voting members of the Board of Directors.</p>	
<p>D. This Society will have an Ascending Professional representative on the Board of Directors.</p> <p>1. This representative shall be a voting member of said Board</p>	<p><i>D. Ascending Professional</i></p>
<p>E. Developing Professional (DP) and Ascending Professional (AP) Directors.</p> <p>1. The DP and AP Directors provide leadership to their respective membership groups as voting members of the Board of Directors.</p> <p>2. This Society may have a Developing Professional Forum.</p> <p>a. The Developing Professional Forum shall have one representative on the Board of Directors of this Society. This representative shall be a voting member of said Board.</p> <p>b. The duties and regulations of the Developing Professional Forum are as defined in the Society Regulations</p>	<p><i>E. Developing Professional Forum:</i></p> <p><i>1. Duties and Regulations of the Developing Professional Forum.</i></p> <p><i>a. Membership shall consist of Developing Professional members of this Society. Developing Professional who are not members of this Society may attend meetings, but may not vote, hold office, or serve as chairs of committees.</i></p> <p><i>b. Membership shall be granted only to persons who hold a comparable level of membership in this Society.</i></p> <p><i>c. Only members who hold comparable levels of membership in this Society have the privilege of holding elective positions in the Developing Professional Forum.</i></p> <p><i>d. All members of the Developing Professional Forum shall abide by the Code of Ethics of this</i></p>



		<p><i>Society.</i></p> <p><i>e. It shall maintain its constitutional code and conduct its affairs and activities in accordance with the principles, policies, purposes, and procedures of this society.</i></p> <p><i>f. It shall be responsible to this Society when the best interests of this Society and ASCLS are involved.</i></p> <p><i>g. Only Professional and Ascending Professional and Emeritus members shall have the privilege of holding elective office in district societies</i></p>
F	A vacancy in an elective directorship shall be filled by the Board of Directors who shall elect the replacement by majority vote to serve until the end of the fiscal year, e.g. July 31, at which time the newly elected Director will take office.	<p><i>F. Vacancies:</i></p>
G.	The complete duties of the officers and directors of this Society are contained in specific handbooks which have been approved by the Board of Directors. Pertinent information for the discharge of the duties of each position shall be contained therein.	<p><i>G. Duties:</i></p>
H.	Meeting of the Board of Directors shall be held a minimum of two times a year.	<p><i>H. Special meetings may be called by the President or by petition of any four voting members of the Board, provided written notice of the purpose, time and place of the meeting is given to all members of the Board no less than ten days prior to the date of said meeting.</i></p>
I.	A quorum for the meeting of the Board of Directors shall consist of the President or President-Elect plus one-half of the eligible voting members of the Board duly elected or appointed at the time of the meeting.	<p><i>I. Quorum:</i></p>
J.	Any interested member may attend a meeting of the Board of Directors; they may be granted permission to speak by the presiding officer, but shall have no vote.	<p><i>J. Committee Chairs and Members:</i></p>
K.	The immediate Past-President serves on the Board of Directors for one year.	<p><i>K. Immediate Past-President:</i></p>
L.	A vacancy in the position of immediate Past-	<p><i>L. Vacancy, Past-President:</i></p>

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

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<p>President shall be filled, for the remainder of the unexpired term, by the Board of Directors who shall elect the replacement by majority vote among Past-Presidents who have served within the past five years.</p>	
<p>M. Impeachment Procedures An elected or appointed official of this Society may be impeached for gross dereliction of duty, or for malfeasance. A vote of the members of this Society shall remove an impeached person from the position of trust if circumstances have not accomplished this. Impeachment procedures shall be defined in the Society regulations.</p>	<p>M. <i>Impeachment Procedures</i> <i>An elected official of this Society may be impeached for gross dereliction of duty or for malfeasance. Impeachment may be initiated when a District Society or Board of Directors of the Society files with the appropriate Committee (the Board of Directors), formal and specific charges against a person holding an elected office in the Society. The accused shall receive a copy of these charges within ten (10) days. During the period of investigation of the charges, the official shall be allowed to function in the elected office, unless the Board of Directors, by two-thirds (2/3) vote, determines that it would be in the best interest of the Society to suspend the accused pending investigation and hearing. The committee shall investigate the charges and recommend such action as it deems appropriate. The accused shall be given a copy of the findings and recommendations of the Committee no less than thirty (30) days prior to the time and place of the meeting of the Board of Directors at which the charges shall be considered. At this meeting the accused shall have the opportunity to appear in person and present any defense to such charges before action is taken thereon. The accused shall be removed from office if two-thirds (2/3) of the Board of Directors, not counting the accused, vote to impeach the accused. Such decision shall be final.</i></p>
<p>N. Incapacitation An elected official of this Society may be relieved of duties or removed from office for reasons of incapacitation according to procedures established by the Board of Directors of this Society.</p>	<p>N. <i>Incapacitation:</i> <i>The procedure regarding incapacitation (mental or physical) will be drawn from Robert's Rules of Order, newly Revised, and/or upon advice from legal counsel.</i></p>
<p style="text-align: center;"><b>ARTICLE VIII</b> <b>DISTRICT SOCIETIES</b></p> <p>A. This Society may charter district societies. 1. The State shall be divided into three districts. The boundaries shall be</p>	<p>A. <i>Duties and Regulations of the District Society:</i> <i>1. Each district shall be identified by number with the designated county boundaries:</i></p>

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

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<p>defined in the Society Regulations. There may be only one chartered society in each district. Boundaries may be changed by a two-third (2/3) vote of the Board of Directors provided such a change has been approved by each district concerned.</p> <ol style="list-style-type: none"> <li>2. Each district shall have three representatives on the Board of Directors of this Society.</li> <li>3. A chartered district Society may be formed by three or more active members of this Society who work or reside in the proposed district.</li> <li>4. The duties and regulations of a chartered district society are as defined in the Society Regulations.</li> </ol>	<p><b>District 1:</b> Allegan, Barry, Berrien, Branch, Calhoun, Cass, Clinton, Eaton, Hillsdale, Ingham, Ionia, Jackson, Kalamazoo, Kent, Ottawa, Shiawasee, St. Joseph, Van Buren</p> <p><b>District 2:</b> Alcona, Alpena, Antrim, Arenac, Bay, Benzie, Charlevoix, Cheboygan, Clare, Crawford, Emmet, Gladwin, Grand Traverse, Gratiot, Huron, Iosco, Isabella, Kalkaska, Lake, Leelanau, Manistee, Mason, Mecosta, Midland, Missaukee, Montcalm, Montmorency, Muskegon, Newaygo, Oceana, Ogemaw, Osceola, Oscoda, Otsego, Presque Isle, Roscommon, Saginaw, Sanilac, The entire UP, Tuscola, Wexford</p> <p><b>District 3:</b> Genesee, Lapeer, Lenawee, Livingston, Macomb, Oakland, St. Clair, Wastenhaw, Wayne</p>
	<p><b>2. District Board Member:</b></p> <ol style="list-style-type: none"> <li>a. Three Directors from districts in which a chartered district society exist shall be elected or appointed according to the bylaws of the chartered district society.</li> <li>b. Three Directors from each district which does not have a chartered district society shall be elected annually by the general membership during the general election.</li> <li>c. Eligibility for nomination shall be the same for elected officials other than President and President-Elect.</li> </ol> <p>3. Individuals seeking to form a chartered district society shall make a written application to the Board of Directors of this Society.</p> <p>A majority vote of the Board of Directors shall be required for acceptance of such application.</p> <p>Upon acceptance of their application, the district society shall be granted a charter of affiliation provided the society shall have:</p> <ol style="list-style-type: none"> <li>a. Adopted a constitution and bylaws approved by the Bylaws committee of this Society,</li> <li>b. Paid to the Michigan Society for Clinical Laboratory Science a Charter fee of five (5) dollars, and</li> <li>c. Submitted to the Executive Secretary of this Society a list of names and addresses of all charter members and</li> </ol>

	<p>officers of said district.</p> <p><b>1. Membership in Chartered District Societies:</b></p> <p>a. Membership shall consist of such classes as are defined for this Society. Individuals shall be considered for membership only in the category appropriate to the maximum qualifications they possess. Laboratory personnel who do not meet membership qualifications may be included in district level meetings, but may not vote, hold office, or serve as chairs of committees.</p> <p>b. Membership shall be granted only to persons who hold a comparable level of membership in this Society.</p> <p>c. Only active and emeritus members shall have the privilege of holding elective office in district societies.</p> <p>d. It shall be sent to the Executive Secretary of this Society the names and addresses of its officers and Board representatives not later than thirty (30) days after their election.</p> <p>e. It shall maintain its bylaws in harmony with those of the Society. The adoption of any amendment to its bylaws shall be reported to the chairperson of the bylaw committee of this Society within one (1) month after being adopted.</p> <p>f. All members of a district society shall abide by the Code of Ethics of this Society.</p>
C. This Society is empowered to revoke for just cause the charter of a district society upon notice and upon opportunity to be heard thereon, by a two-thirds vote of the members eligible to vote who are present at the annual Spring meeting provided the Board of Directors by a two-thirds vote favors the revocation of such charter.	C. <i>Revocation of District Charters:</i>
D. Any district whose charter has been revoked may be reinstated by a two-thirds vote of the Board of Directors and ratification by a two-thirds vote of members eligible to vote who are present at the Spring meeting of the Society.	D. <i>Reinstatement of District Charters:</i>
E. This Society will have an Ascending Professional representative on the Board of Directors. 1. This representative shall be a voting member of said Board.	E. <i>This representative may serve as a delegate to the ASCLS annual meeting as the Ascending Professional.</i>

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<p style="text-align: center;"><b>ARTICLE IX COMMITTEES</b></p> <p><b>A. Standing Committees</b></p> <p>1. The committees of the Society shall include, but are not limited to the following standing committees or assemblies: Audit, Bylaws, Convention, Finance, Government Affairs, Handbook, Membership, Nominating and Publications</p>	<p><i>A. Standing Committees</i></p> <p><i>1. Audit, Bylaws, Convention, Finance, Government Affairs, Handbook, Membership, Nominating and Publications</i></p>
<p>2. The Government Affairs Committee shall be composed of at least five members, but not more than seven: two members-at-large who are elected by the membership, the President, the President-elect, and chair of the society committees whose responsibilities include review of legislation, lobbying, and the public image of the Clinical Laboratory Scientist.</p>	<p><i>2. Government Affairs</i></p>
<p>3. The <b>Handbook committee</b> shall include at least one Past-President of the organization.</p>	<p><i>3. Handbook Committees:</i> <i>The duties of the Handbook Committee shall include the drafting of an Officer and Committee handbook under the direction of the Board of Directors. This guidebook shall be revised as indicated to keep the content consistent with current needs and procedures. Content shall reflect the policies of this Society, remain in accord with Bylaws and must be approved by a majority vote of the Board of Directors. Each elected officer, director, and committee chair shall receive a copy of this handbook at the beginning of their term of office</i></p>
<p>4. The <b>Nominations and Elections Committee</b> consists of four members. Two members shall be elected annually to the committee. Each member will serve a two-year term. A slate of two or more nominees shall be presented by the Nominating Committee. The member receiving the greatest number of votes shall serve as chair-elect in the first year of office, and then as Nominations chair in the second year of office. The member receiving the second highest number of votes shall serve as a committee member.</p>	<p><i>4. Duties of the Nominations and Elections Committee shall include:</i></p> <p><i>a. The committee shall publish a list of the elective offices to be filled in the ASCLSMI Newsletter, requesting from the Professional, Ascending Professional and Emeritus members of this Society names of members who would consent to serve, which shall be submitted to the Nominations Committee. Deadline for nominations shall be not less than forty-five days before the date of the annual meeting of this Society.</i></p> <p><i>b. The slate of candidates with biographical information on each candidate will be sent to all Professional, Ascending Professional and</i></p>

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	<p><i>Emeritus members of this Society. The official ballot shall list the candidates for each office alphabetically and indicate the number to be elected for each category. Voting may take place by electronic ballot, in person at the annual meeting or by a paper ballot mailed to all members eligible to vote. The ballot shall be accompanied by instructions for voting.</i></p> <p><i>c. For (on-site, or face-to-face, or in person') voting the chair shall appoint at least two tellers from the Professional, Ascending Professional and Emeritus membership of this Society to count the ballots and check eligibility and verify voter eligibility</i></p>
<p>5. Prior to taking office, the President shall appoint from the Professional and Ascending Professional and Emeritus membership the chair of each standing committee. The chair shall select the appropriate number of members as needed, insofar as possible, representative of the geographical areas of the state and yet conducive for effective work.</p>	
<p>B. <b>Special Committees</b> Special committee shall be appointed by the President as necessary.</p>	
<p>C. The President, with the approval of the Board of Directors, may appoint other special committees and/or representatives as necessary to the welfare and proper functioning of this Society.</p>	<p>C. <i>Other Committees:</i></p>
<p><b>ARTICLE X</b> <b>AFFILIATIONS</b></p> <p>A. This society is an affiliate organization of the American Society for Clinical Laboratory Science (ASCLS) and shall at no time, in any manner, adopt any policy contrary to the policies of ASCLS, except as may be required by the laws of the State of Michigan.</p>	
<p><b>ARTICLE XI</b> <b>REGIONAL COUNCIL</b></p> <p>A. This Society shall be an active member of the Region to which it has been assigned according to the Bylaws and Standard Operating Procedures of ASCLS.</p>	<p>A. <i>Duties:</i> <i>The President, President-elect, and Past-President of this Society or their appointed alternatives are to attend all regional meetings as the official representative of this Society, and give a report of such meetings to the Board of</i></p>

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

Bylaws in this font; *Society Regulations (if any) in this font*

The President, President-elect, and Past-President of this Society will serve as members of the Regional Council.	<i>Directors of this Society.</i>
<p style="text-align: center;"><b>ARTICLE XII</b> <b>PRESIDENT'S COUNCIL</b></p> <p>A. The President and President-elect of this Society are members of the President's Council for ASCLS, shall attend all meetings thereof, and give a report of same to the delegates or the Board of Directors of this Society.</p>	
<p style="text-align: center;"><b>ARTICLE XIII</b> <b>DELEGATES</b></p> <p>A. This Society is represented at the annual House of Delegates meeting of ASCLS by the number of delegates and alternates as provided for in the Bylaws of ASCLS.</p>	<p>A. <i>Delegates:</i> <i>Delegates and alternates are nominated and elected by the Professional and Ascending Professional and Emeritus members at the annual Spring meeting of this Society. An Ascending Professional shall serve as one of the delegates. Delegates will serve from the opening of the ASCLS House of Delegates at the annual session for which they were elected until the opening of the House of Delegates at the next annual session. The Developing Professional chair shall be the Developing Professional delegate. In the event the Developing Professional delegate is unable to attend the ASCLS annual meeting, the President shall appoint a Developing Professional delegate.</i></p>
<p style="text-align: center;"><b>ARTICLE XIV</b> <b>MEETINGS</b></p> <p>A. There shall be at least one meeting of this Society each year. The annual meeting shall be held in the spring and shall include one or more scientific sessions and not less than one meeting of the members to transact official business.</p>	<p>A. <i>Annual Meetings:</i></p>
<p>B. The time and place of the annual meeting shall be determined by the Board of Directors.</p>	<p>B. <i>Annual Meeting:</i></p>
<p>C. Meetings of this Society shall be open to all members upon proper identification. Each Professional and Ascending Professional or Emeritus member of this Society shall be entitled to one vote. The privilege of the floor shall be granted to non-voting members by consent of the members.</p>	<p>C. <i>A quorum for the annual meeting shall be the number of voting members in good standing present at the meeting, and at least one officer and one additional Board Member.</i></p>
<p>D. The Board of Directors may authorize special scientific or business meetings as the best interests or conduct of the affairs of this Society may render necessary or appropriate.</p>	<p>D. <i>Notice of special meetings shall be sent to members at least ten days prior to the meeting.</i></p>
<p>E. Notice of regular meetings shall be printed in</p>	<p>E. <i>Notice of Regular Meeting:</i></p>

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

Bylaws in this font; *Society Regulations (if any) in this font*

the official publication of this Society and sent to all members of this Society at least thirty days in advance of the meeting.	
<p align="center"><b>ARTICLE XV</b> <b>FISCAL YEAR</b></p> <p>A. The fiscal year is from August 1 through July 31.</p>	
<p align="center"><b>ARTICLE XVI</b> <b>PARLIAMENTARY AUTHORITY</b></p> <p>A. The rules contained in Robert's Rules of Order, newly revised, shall govern this Society in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.</p>	
<p align="center"><b>ARTICLE XVII</b> <b>AMENDMENTS</b></p> <p>A. Amendments to the Articles of Incorporation or to the Bylaws of this Society may be submitted in writing by any Professional and Ascending Professional or Emeritus member of this Society to the chair of the Bylaws Committee.</p>	<p>A. <i>Amendments to the Bylaws:</i></p>
<p>B. The Bylaws Committee shall make such changes as may be necessary to maintain the Bylaws of this Society in agreement with the ASCLS Bylaws, Standard Operating Procedures and Policies of ASCLS. Such changes shall be submitted to the Board of Directors of this Society for approval</p>	<p><i>B. Upon receiving approval from the Board of Directors of this Society, the Chair of the Bylaws Committee shall submit an electronic copy of the proposed amendments, and submit the amendments to the Chair of the ASCLS Bylaws Committee for approval. At least ninety days should be allowed from the submission date to receive notification of the action of the ASCLS Bylaws Committee. Upon approval from ASCLS, the Bylaws Committee of this Society shall distribute copies of the amendments to the Professional, Ascending Professional, and Emeritus members of this Society at least thirty days, and no more than ninety days, before the scheduled business meeting of this Society. Vote will be by mail ballot; electronically or by the members present at the Annual Meeting.</i></p>
<p>C. Bylaws changes that have been approved by the Board of Directors shall be distributed to the membership at least thirty days prior to the annual membership meeting, discussed at the Annual Membership meeting and ballots submitted to the membership within thirty days following.</p>	
<p>D. Adoption of amendment to these Bylaws shall</p>	<p>D. <i>Adoption of Amendments:</i></p>

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

Bylaws in this font; *Society Regulations (if any) in this font*



	require a two-thirds vote of the votes cast.
E.	Within ninety days of the adoption of amendments to these Bylaws, the Secretary shall send an official copy of the amended Bylaws to the Executive office of ASCLS and to the chair of the ASCLS Bylaws Committee. <i>E. Amended Bylaws:</i>
F.	Modification to the Society Regulations shall be made in a manner identical to amendments to the Society Bylaws except that a majority vote of members present shall be required for adoption <i>F. Modification to the Society Regulations.</i>
<p style="text-align: center;"><b>ARTICLE XVIII DISSOLUTION</b></p> <p>A. This corporation may be dissolved as hereinafter prescribed:</p> <ol style="list-style-type: none"> <li>1. The motion to dissolve shall be adopted by a two-thirds vote of the Board of Directors; AND</li> <li>2. The recommendation of the Board of Directors, with justification, shall be submitted in writing to the members of the Society no less than 60 days prior to the Spring General Membership; AND</li> <li>3. Adoption of a motion to dissolve shall require a two-thirds vote of the Professional and Ascending Professional and Emeritus members present at the time of the vote at the Spring General Membership Meeting.</li> </ol>	
B.	In the event of dissolution, the properties and assets then owed by the corporation shall be disbursed as follows:
C.	In the event of dissolution, in no way shall any

**ASCLS-MI Bylaws- Adopted May 2019 ; Regulations updated September, 2019**

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of the assets or property go to or be distributed to members, either for the reimbursement of any sums submitted, donated, or contributed by such members or for any other such private purposes.	
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