

# Constitution

## Cardiovascular Imaging Journal Club

### **Article I. Name**

This organization shall be known Cardiovascular Imaging Journal Club (CIJC), hereinafter referred to as “Club”.

### **Article II. Objectives**

The objectives of the chapter shall be to:

1. To synergize the existing multidisciplinary expertises in Cardiology, Radiology and Engineering and endeavor to leverage this combined focus towards translational medicine.
2. To provide a platform for clinical and research professionals to brainstorm and discuss cutting-edge research work and help them stay competitive in tomorrow's world.
3. To explore newer, long-term and high-impact methods of cost-effectiveness in medicine and disseminate a general awareness about the existing strategies to tackle the high cost of health care.

### **Article III. Membership**

3.1. Any person who is a registered student or trainee at The Ohio State University, regardless of race, gender, sexual orientation, or religion, interested in biomedical engineering, pursuing a degree which will enhance professional competence in meeting the Club's stated objectives.

3.2. Membership is of three types:

- a. Student members: These may be pursuing undergraduate, graduate or professional degrees at The Ohio State University. Only student members have voting rights. Attendance at team meetings is mandatory for students.
- b. Temporary membership: These may include medical interns, residents who are pursuing their training at The Ohio State University. Attendance at Club meetings are mandatory for temporary members.
- c. Guest members: Faculty members, medical professionals who take an active interest in supporting the objectives of Club may become guest members at any time. Attendance at the Club's meetings are optional, but is highly desirable.

### **Article IV. Student Council**

The chapter is classified as a professional organization and is to be registered with The Ohio State University Student Organization Resource Center (SOURCE).

## **Article V. Officers**

5.1. The executive officers of the chapter shall be President, Vice President, Secretary, and Treasurer.

5.2. The officers of the chapter shall be elected in a democratic manner by the voting members of the organization.

They shall hold office for a period of one year if possible.

## **Article VI. Constitution Amendment**

This Constitution may be amended by a three-fourths vote of chapter members present at any regular or special meeting, provided that written notification of the amendments has been emailed to all chapter members and posted on the chapter website at least seven days prior to the date of the meeting. Upon passage, the amendment should be submitted to the SOURCE.

# **Bylaws**

## **Article I. Dues**

1.1. The club does not have any membership fees. Participation and presentation is the only requirement for membership.

## **Article II. Nominations**

2.1. At least two meetings prior to the scheduled election meeting, the President shall appoint three chapter members in good standing to the Nominating Committee.

2.2. The Nominating Committee will prepare a ballot consisting of at least one member for each office. Permission of the candidates to have their names on the ballot will be obtained.

2.3. At the last meeting before the annual election meeting, the Nominating Committee will make known the ballot. At this meeting, additional nominations will be accepted from the floor and included on the ballot.

## **Article III. Elections**

Elections to the positions of Officers will be held annually.

## **Article IV. Meetings**

4.1. The Club shall hold at least one regular meeting biweekly during the school year, with the exact date determined by the officers. Regular meetings each month shall be devoted primarily to the objectives of the Club.

4.2. Notice of all meetings shall be emailed to all chapter members at least two days prior to the date of the meeting, and may be further publicized in any manner deemed necessary and proper.

#### **Article V. Duties of Officers**

5.1. The President, as Chief Executive of the organization, shall supervise the organization's affairs and activities. The President is the executive administrative, presiding and reporting officer. The President shall be responsible for public relations, publicity, and promotion of the organization's activities. The President will work with the Faculty Advisor in all matters relevant to the Club. The President is responsible completing annual president training through SOURCE, for registering the chapter as a student organization with SOURCE, and for keeping the chapter's information with SOURCE up-to-date.

5.2. The Vice President, who shall preside at meetings in the absence of the President, shall also supervise membership promotion. The Vice President's primary responsibility will be program planning and execution.

5.3. The Secretary shall be responsible for posting notices of all regular and special meetings and shall keep a permanent record of minutes of such meetings. The Secretary shall be responsible for maintaining a current roster of members and for timely communications with the SOURCE. The Secretary will be responsible for all correspondences to and from the Club.

5.4. The Treasurer shall be responsible for the financial records of the organization, for the disbursement of funds at the direction of the membership and with the approval of the Faculty Advisor, and for reporting in detail when requested by the membership. Income will be received through income producing functions approved by the membership and Faculty Advisor. The treasurer is responsible for completing annual treasurer training through SOURCE, for requesting funds as needed from SOURCE, and for completing all SOURCE audits.

#### **Article VI. Awards Program**

The Club will encourage members to attend various scientific and clinical conferences and share their experiences and knowledge with the rest of the organization.

#### **Article VII. Faculty Advisor**

7.1. The Faculty Advisor shall be appointed annually.

7.2. The Faculty Advisor must be an Associate professor or professor.

#### **Article VIII. Bylaws Amendment**

These Bylaws may be amended by a three-fourths vote of chapter members present at any regular or special meeting, provided that written notification of the amendments has been emailed to all chapter members and posted on the chapter website at least seven days prior to the date of the meeting. Upon passage, the amendment should be submitted to the SOURCE.