Dear Colleague:

It is with pleasure that with this issue of *The Anatomist/Physiologist*, we announce the formation of HAPS, The Human Anatomy and Physiology Society. Thanks to the efforts of John Lutz (Beloit College), Richard Steadman (Clark County Community College; see enclosed letter), and many other anatomist/physiologists throughout the country, we now have in place the skeleton of a professional organization. On the back of this issue, we have included a rough draft of the proposed constitution of this organization. Please see Richard’s letter for more information.

The major function of the HAPS is to facilitate professional communication. To this end, we plan to hold national meetings, such as the organizational meeting to be held in Reno during the workshop sponsored by Virginia Rivers at Truckee Meadows Community College. I have agreed to serve as publisher and editor of both a quarterly newsletter and an annual professional journal for the following two years (1989–1991). These publications will be called *The Anatomist/Physiologist Newsletter* (*A/P Newsletter*) and *The Anatomist/Physiologist Journal* (*A/P Journal*), respectively.

The *A/P Newsletter* will be ephemeral in nature, offering items of current interest. For example, it will focus on the professional activities of anatomist/physiologists throughout the country—indeed, throughout the world. We hope to introduce ourselves to each other via this newsletter. The *A/P Newsletter* will also announce job openings for interested anatomist/physiologists and make appropriate announcements, e.g. meetings, awards, grants, etc.

The *A/P Journal* will be archival in nature, publishing articles of lasting interest. We hope that the journal will lead to the development of a professional entity for those of us interested in Human Anatomy and Physiology. For example, the first issue will include a paper entitled, “The Professional Anatomist/Physiologist” (see membership application). The *A/P Journal* will also offer information of practical interest. For example, Virginia Rivers has contributed an article entitled, “Formaldehyde Fumes in the Cadaver Laboratory,” the result of a study she performed. This journal will also offer editorials written by professionals, e.g. “National Trends in Human Anatomy and Physiology.”

To join HAPS and receive both the *A/P Newsletter* and the *A/P Journal*, please send a personal check for $20 written to the order of *The Anatomist/Physiologist*. This membership/subscription money will be employed to pay all expenses of these publications, e.g. stationery, bookkeeping, travel, telephone, typesetting, layout, printing, and mailing costs. Any remaining membership/subscription money will be deposited into the HAPS account to promote communication, e.g. travel, telephone, meeting place, and honoraria. If additional monies are secured through advertisements in the *A/P Journal*, they will be used to purchase released time for the journal editor. Financial records will be kept by or open to the HAPS treasurer voted into office by members-at-large.

HAPS may be able to offer substantial cost-savings for HAPS members in the future. We are presently investigating group rates on credit cards, automobile rentals, airline travel, insurance, and other benefits. Generally, the larger the membership, the greater the reduction in rates we can negotiate.

All of us who have been working to develop this professional organization invite you to become a charter member. We want to serve you, our fellow professional, in the best way we can. Please help us begin by filling out the enclosed membership application and sending it to us along with your check today.

Respectfully yours

Paul Holmgren, Ph.D.
Editor and Publisher
*The Anatomist/Physiologist Newsletter*
*The Anatomist/Physiologist Journal*

---

*The Anatomist/Physiologist Newsletter* is produced quarterly for the benefit of members of The Human Anatomy and Physiology Society. Copyright © 1989 Paul R. Holmgren, 12235 North Cave Creek Road, Suite 110-337, Phoenix, Arizona 85022.
HUMAN ANATOMY AND PHYSIOLOGY SOCIETY

CONSTITUTION

Article 1 PURPOSE
1.1 This association shall be known as the HUMAN ANATOMY AND PHYSIOLOGY SOCIETY.

1.2 The goals of the Society shall be as follows:
   I. To promote and facilitate communication and collaboration among teachers of human anatomy and physiology in colleges, universities, and institutions.
   II. To promote and to organize professional development programs for the teaching of human anatomy and physiology in colleges, universities, and related institutions.
   III. To promote interaction with science teachers at all educational levels.
   IV. To provide the membership with opportunities to be informed about the latest developments in the health/science field.
   V. To facilitate communication with other sectors of the community and to collect and disseminate to the membership information regarding events of interest.
   VI. To encourage educational research and publication by human anatomy and physiology teachers.

Article 2 MEMBERSHIP
2.1 Membership in the Society shall be open to anyone with an interest in human anatomy and physiology regardless of race, creed, color, sex, age, or national origin.

2.2 An individual shall become a member upon payment of a membership fee, and will remain a member in good standing for the duration of the calendar year in which the fee is paid.

2.3 The Society shall maintain a registry of all members and their addresses. It is the responsibility of the members to ensure that their name and most current mailing address are on the central registry.

Article 3 PRIVILEGES OF MEMBERSHIP
3.1 All members in good standing shall have the right to vote at all meetings of the Society and to hold elective office in the Society.

3.2 All members in good standing shall receive a reduced rate at all sponsored seminars, workshops, or other activities.

Article 4 ADMINISTRATION
4.1 The affairs of the Society shall be managed by an Executive Committee consisting of a President, Past-President, President-Elect, Secretary-Treasurer, and three Members-at-Large.

4.2 The members of the Executive Committee shall be elected at the Annual General Meeting and shall remain in office for a term of one year.

Article 5 NOMINATIONS AND ELECTIONS
5.1 A Nominating Committee serves to prepare the ballot of nominees for elected positions within the Society each year. Its chairperson is the President-Elect; three other members are approved by the President and approved by the Executive Committee.

5.2 The Nominating Committee will request nominations for offices from the membership three months prior to the annual meeting. A final slate of officers will be selected by the Nominating Committee, minimum of two per office, and ballots will be mailed to the membership one month prior to the annual meeting. Ballots will include spaces for write-in selections. Valid ballots must be received by mail one week prior to the annual meeting or be hand delivered to the Nominating Committee at the annual meeting.

Election results will be announced at the annual meeting.

5.3 No error or omission in the mailing of a ballot shall invalidate such election where such error or omission was made in good faith and for no improper purpose.

5.4 Vacancies occurring between elections shall be filled by Executive appointment. Such appointments shall require unanimous support of the remaining members of the Executive Committee.

Article 6 MEETINGS
6.1 An Annual General Meeting (AGM) shall be held each and every year, preferably in June.

6.2 Notification of the time, date, and place of the AGM shall be mailed to all members of the society not less than 60 days before each meeting.

6.3 Ten percent of the members shall constitute a quorum for any general meeting of the Society.

6.4 No error or omission in the giving of notice of a meeting shall invalidate such meeting or invalidate or make void any proceedings taken or had at such meeting where such error or omission was made in good faith for no improper purpose.

6.5 Four members shall constitute a quorum for any meeting of the Executive Committee.

6.6 A member of the Executive Committee who is absent for three (3) consecutive meetings (or 50 percent of the meetings) may be asked to resign his or her position on the Committee.

Article 7 DUTIES AND POWERS OF THE EXECUTIVE COMMITTEE
7.1 The President shall call and preside at all general meetings of the Society and the Executive Committee. He/she shall be responsible for ensuring that all affairs of the Society are conducted in a manner consistent with this constitution.

7.2 The President-Elect shall generally assist the President in the performance of his/her duties and shall assume those duties if the President is absent or unable to act and has automatic succession to the presidency.

7.3 The immediate Past-President has automatic succession to the past-president position and has various responsibilities assigned by the President, provides leadership continuity, and helps assure strong future officer succession.

7.4 The Secretary-Treasurer shall be responsible for notifying the membership of all general meetings. He/she shall receive all moneys paid to the Society and shall deposit all such moneys in a chartered bank in the name of the Society. He/she shall prepare checks to cover all expenditures of the Society. He/she shall keep a complete set of financial records for the Society and present financial reports as required. He/she shall maintain a list of the current membership. At the end of his/her term of office, he/she shall turn over all funds and financial records to his/her successor.

7.5 It shall be the duty of the Executive Committee to meet at the request of the President to deal with any business of the Society.

7.6 The signing officers of the Society shall be the President, the President-Elect, and the Secretary-Treasurer. The signatures of the President and any one of the other two shall be required on all documents signed on behalf of the Society. A single signature is required on all checks.

7.7 The Executive Committee shall be empowered to appoint or dissolve sub-committees as required.

Article 8 APPOINTED OFFICERS
8.1 Editor—Responsible for all formal publications sponsored by the Society, including its Newsletter, the Editor recommends publication policies, schedules, style, and budgets to the Executive Committee.

8.2 Membership Committee Chairperson—This chairperson vitalizes the committee called to stimulate membership and foster interest in the aims and purposes of the Society among college teachers of science and commercial endeavors serving them.

8.3 Archivist—The Archivist collects, organizes, and secures the historical records and informal notes of Society past officers for useful and legitimate access. He/she shall be responsible for ensuring that the proceedings of all meetings are recorded. He/she shall furthermore be responsible for maintaining on file all correspondence and other documents of the Society.

Article 9 AMENDMENT OF THE CONSTITUTION
9.1 Any motion to amend this constitution must be proposed by either:
   (a) The Executive Committee
   (b) A member of the Society supported by at least five additional members.

Any such motion must be made in writing and be delivered to the Secretary, who will present the motion at an Annual or Special General Meeting. No amendments will be allowed to the motion at that meeting.

9.2 An amendment to the constitution shall require the approval of two-thirds of the members.

9.3 A copy of any proposed amendments to the constitution shall be included with the notice of the meeting at which the amendment is to be considered.