

American Association of Pathologists' Assistants

Bylaws

Reviewed, Revised and Approved by the Board of Trustees

January 2010

The Bylaws of the American Association of Pathologists' Assistants is a living document. This version is current as of the above date. However, the Board of Trustees has the responsibility to keep the document fluid. Revisions with changes may have been approved but not yet made public. Before accepting the contents of this document as fact, it is your responsibility to inquire about any changes which may be in effect but not yet published. Inquiries may be made to the AAPA Central Office. The address and phone number of the AAPA Central Office may be found in Article 1, Section B.

ARTICLE I

Name and Principle Office

Section A. Name/Nonprofit incorporation

The name of the corporation shall be the "American Association of Pathologists' Assistants", hereinafter referred to as the "AAPA" or the "Association". The AAPA shall be incorporated as a not-for-profit, tax-exempt corporation organized under the laws of the State of Ohio for the purposes set forth herein, and in the Articles of Incorporation.

Section B. Principal Office; Other Offices

The principle office of the AAPA shall be in the State of Minnesota, (2345 Rice Street, Suite 220, St. Paul, MN 55113; 651.697.9264) unless otherwise designated by the corporation's governing body, hereinafter referred to as the "Board of Trustees", the "BOT" or the "Board". The AAPA may have such other offices at suitable locations as designated by the Board of Trustees.

ARTICLE II

Mission, Purposes and Limitations

Section A. Mission Statement

The AAPA is a not-for-profit, volunteer organization, dedicated to furthering the pathologists' assistant profession by providing its members with targeted CME, networking, professional support and advocacy.

The AAPA supports professional competency through program accreditation and individual certification insuring the provision of quality patient care.

Section B. General Purposes

The AAPA has been founded as a not-for-profit, tax-exempt, professional membership association dedicated to professional, charitable, educational, and scientific purposes, within the meaning of Section 501(c)(6) of the U.S. Internal Revenue Code and regulations, the Non-profit Mutual Benefit Corporation Law, and any applicable successor laws. The purpose and mission of the Association, subject to the limitations set forth in these Bylaws and in the Articles of Incorporation, is to support the advancement and promotion of individual pathologists' assistants and the pathologists' assistant profession.

Section C. Specific Purposes

Consistent with the Articles of Incorporation and these Bylaws, the AAPA shall be operated:

1. To advocate and promote the highest educational, professional, and ethical practice standards and promote the pathologists' assistant profession and its individual practitioners to appropriate individuals, institutions, associations, corporations, regulators, and government agencies.
2. To promote the awareness and understanding of appropriate pathologists' assistant utilization.
3. To seek contacts and foster cooperation with public officials, patient advocacy organizations and health care provider associations in order to collaborate on matters of common interest, including the advancement of high standards and appropriate utilization of pathologists' assistants.
4. To promote the advancement of professional knowledge and competency by creating, partnering, or assisting in activities that facilitate the continuing education of pathologists' assistants.
5. To provide a guiding influence in academic and certification programs developed for pathologists' assistants.

Section D. Limitations

All Association activities shall comply with the aforementioned purposes and mission. Moreover, all Association activities are subject to the following limitations:

1. Unless authorized by applicable law, no part of the net earnings of the AAPA shall inure to the benefit of, or be distributed to, the Board of Trustees, Officers, Executive Director, or other private persons, except that the AAPA shall be authorized to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of, and consistent with, the purposes set forth in these Bylaws and applicable AAPA policies.
2. The AAPA shall not engage in any activities that contradict these Bylaws, the Articles of Incorporation, or any local, state, national or international law(s).
3. The Board of Trustees shall have the authority, responsibility, and accountability to develop, establish, approve and enforce policies and procedures necessary to implement the goals and requirements of this Article.

ARTICLE III

Scope of Practice

The Bylaws contain provisions for the governance and management of the affairs of the Association. The Bylaws shall be consistent with the laws of the State of Incorporation and the Association's Articles of Incorporation. The Board of Trustees shall interpret the Bylaws. Every interpretation rendered by the Board of Trustees shall comply with the stated purposes and mission of the Association.

Section A. Definition

A pathologists' assistant is a certified healthcare professional who is qualified by academic and practical training to provide services in anatomic pathology under the direction and supervision of a licensed, Board Certified or Board eligible pathologist, as outlined herein (ARTICLE III, Sections A, B and C). A pathologists' assistant need not provide all of the services outlined herein (ARTICLE III, Sections B and C) in the performance of their duties, however, it is expected that the individual will have received appropriate academic and practical training to provide such services.

Section B. Scope of Practice

A pathologists' assistant is qualified by academic and practical training to provide, under the direction and supervision of a licensed, Board certified, or Board eligible pathologist, the following services:

1. Surgical Pathology:

Preparation, gross description and dissection of human tissue surgical specimens including:

- a. Assuring appropriate specimen accessioning.
- b. Obtaining pertinent clinical information and history, including scans, x-rays, laboratory data etc.
- c. Describing gross anatomic features of surgical specimens, preparing tissues for histological processing, obtaining biological samples such as blood, tissue and toxicological material for studies such as flow cytometry, image analysis, immunohistochemistry, etc., and performing special procedures including faxitron imaging and tumor triage.
- d. Preparing and submitting appropriate tissue sections for light microscopy (routine processing) as well as special procedures such as frozen section, electron microscopy and immunofluorescence microscopy.
- e. Photographing all appropriate gross specimens and microscopic slides.
- f. Performing duties relating to the administrative maintenance of surgical pathology protocols, reports and data, including the filing of reports, protocols, photographic data or slide, microscopic slides assisting in the completion of specimen coding and billing.
- g. Assuring proper maintenance of equipment, provision of adequate supplies and cleanliness of the surgical pathology suite.
- h. Assisting in the organization and coordination of anatomic pathology conferences.

2. Autopsy Pathology:

Preparation of human postmortem examination, including:

- a. Ascertaining proper legal authorization for autopsy.
- b. Obtaining patient's medical record/chart(s) and other pertinent data for review with the attending pathologist.
- c. Confering with the attending pathologist(s) to identify any special techniques and procedures to be utilized in the completion of examination (e.g. cultures smears; histochemical, immunofluorescence, toxicological, viral or electron microscopic studies, etc.), and notifying all personnel directly involved.
- d. Notifying the physician in charge, the funeral home, and all other appropriate authorities prior to the beginning of the autopsy; and coordinating any requests for special specimen sampling (e.g. organ transplantation, research, etc.).
- e. Performing postmortem examinations which may include: external examination; in situ organ inspection; evisceration; dissection and dictation or recording of data such as organ weights, presence of body fluids, gross anatomic findings, etc.
- f. Selecting, preparing and submitting appropriate gross tissue sections for frozen section analysis as well as for light, electron and immunofluorescent microscopy.
- g. Obtaining biological specimens such as blood, tissue and toxicological material for studies including flow cytometry, image analysis, immunohistochemistry, etc.; and performing special procedures such as coronary artery perfusion, central nervous system perfusion, enucleation, inner ear bone dissection, spinal cord removal, etc.
- h. Photographing the body, organs, microscopic slides and other pertinent materials.
- i. Gathering and organizing clinical information and data pertinent to the preparation of the preliminary summarization of the clinical history.
- j. Preparing the body for release, (including indicating the presence of biohazards such as contagious diseases, radiation implants, etc.) and releasing the body to the appropriate mortuary or funeral home representative.
- k. Performing duties related to administrative maintenance of anatomic pathology protocols; photographic and microscopic slides; and assuring the completion of coding.
- l. Assisting in the organization and coordination of anatomic pathology conference.
- m. Assuring the proper maintenance of equipment, the provision of adequate supplies.

3. Administrative Duties:

Performance of administrative, budgetary, supervisory, teaching, and other such duties as may be appropriate and assigned.

ARTICLE IV

Membership

Section A. Application for Membership

All applications for membership shall be submitted in writing on the standard Association membership application form. The Membership Committee shall review all applications, and shall recommend either acceptance or rejection of all applications to the Board of Trustees. The Board of Trustees shall be solely responsible for the acceptance or rejection of all Association members.

Section B. Membership Categories

1. Fellow:

- a. An individual who has passed the ASCP BOR Pathologists' Assistant Certification Examination.
- b. A member who, prior to 2005 passed the AAPA Fellowship Examination.

2. Associate:

An AAPA member (previously referred to as an "Affiliate member") in good standing on December 31, 2006 and who is:

- a. A training program graduate who has not passed the ASCP BOR Pathologists' Assistant Certification Examination.
- b. An on-the-job-trained (OJT) individual who has been deemed certification-eligible by ASCP BOR, but who has not yet passed the ASCP BOR Pathologists' Assistant Certification Examination.
- c. A training program graduate in good standing on December 31, 2006 who, prior to January 1, 1991 was granted AAPA Affiliate status, but who never passed the AAPA Fellowship Examination and who is not eligible to sit for the ASCP BOR Pathologists' Assistant Certification Examination.

3. Affiliate:

- a. Admittance to this category is closed as of January 1, 2010
- b. Members in this category will consist of individuals admitted prior to January 1, 2010 who met one of the following conditions and were active members as of December 31, 2009:
 - i. An on-the-job-trained (OJT) individual who, prior to January 1, 1991, was granted AAPA Affiliate membership status, who never passed the AAPA Fellowship Examination and who is not eligible to sit for the ASCP BOR Pathologists' Assistant Certification Examination.
 - ii. An on-the-job-trained (OJT) individual admitted to the AAPA Affiliate Membership category after January 1, 1991 who never passed the AAPA Fellowship Examination and who is not eligible to sit for the ASCP BOR Pathologists' Assistant Certification Examination.
 - iii. An on-the-job-trained (OJT) individual who has been initially deemed eligible to sit for the ASCP BOR Pathologists' Assistant Certification Examination, but failed to pass this exam in accordance with ASCP BOR guidelines.

- iv. Any individual who does not meet the requirements as itemized under a, b and c of this category, and who is deemed competent to perform the functions of a "Pathologists Assistant" as outlined in Article III, Scope of Practice.

4. Student:

Any person who is **currently** enrolled in a NAACLS accredited (or Serious Applicant status) Pathologists' Assistant Training Program. Student membership in the AAPA is applicable only while the individual is actively enrolled as a fully matriculated student. This status is valid to the close of the calendar year (December 31) in which the student successfully graduates.

5. Honorary:

Any individual or corporation who has rendered outstanding service to the AAPA, and has been recommended for honorary membership by written nomination submitted to the Membership Committee, and has been approved by the Membership Committee Chair and the Board of Trustees. An honorary member shall not be subject to annual dues payment, may not hold office, serve as a committee member, chair a committee or vote on Association matters.

6. Sustaining:

Any individual or group who wishes to help support the AAPA by paying an annual fee set by the Board of Trustees. Sustaining members shall be entitled to all privileges except the right to vote on Association matters, hold office, serve as a committee chair or have access to job listings and/or the online forum. The Association may reject applications if it is deemed that the individual's or group's business and/or personal practices, by their nature, constitute a conflict with the AAPA Bylaws, interests, principals, ethics and mission statement.

7. Inactive:

An inactive member of the AAPA is:

- a. Any AAPA member who has voluntarily submitted a written request to the Membership Committee to be moved to the Inactive Roster.
- b. Any AAPA member who involuntarily is placed on the Inactive Roster by direct action of the Board of Trustees. Members of the Board of Trustees, Committee Chairs and Vice-Chairs may be placed in this category for violation of the Conflict of Interest Policy, non-ethical conduct or other malfeasance. Non-payment of annual dues may also initiate such action for any member in any category.

The provisions regarding acceptance/placement into the inactive classification, length of inactive period and payment of dues shall be individualized by the Board of Trustees. All benefits, rights and privileges of membership shall cease when placed in the inactive category.

Regardless of the reason for placement in the inactive membership category, all requests for reinstatement of membership must begin with completion of a membership application. The completed application will be evaluated and reviewed on an individual, case-by-case basis by the Board of Trustees. Such reinstatement may include completion by the applicant of specific provisions based upon the initial reason for

placement into the inactive membership category, including payment of past dues and assessment of other fees as determined by the Board of Trustees.

8. Institutional:

Any NAACLS-accredited (or Serious Applicant status) Pathologists' Assistant Training Program that pays an annual fee set by the Board of Trustees. Two (2) individuals named by each program shall be entitled to all Association privileges except the right to vote on Association matters, hold a position as an Association officer or Board of Trustees member, serve as a committee chair, or have access to job listings and the online forum. If the individuals named by any of the programs are AAPA members however, they shall be entitled to all Association privileges that accrue to their membership category.

9. Medical/Military Leave:

Any AAPA member who has submitted a request to the Membership Committee to be transferred to this category, and whose request has been approved by both the Membership Committee Chair and the Board of Trustees shall be moved to this category for the time period requested by the member. Members who become permanently disabled, either physically or mentally, may apply for this membership category on a permanent basis, provided the member supplies sufficient documentation of permanent disability as a part of the application process. There are no dues requirements associated with membership in this category. Entry into this category shall be considered on a case-by-case basis.

10. Retired:

Any AAPA member who has submitted a request to the Membership Committee to be moved to this category, and whose request has been approved by both the Membership Committee Chair and the Board of Trustees.

Section C. Change in Status

Members whose qualifications for membership change so as to make them eligible for membership of a different class shall be admitted to such class pursuant to reasonable requirements and/or recommendations prescribed by the Membership Committee, and approved by the Board of Trustees.

Section D. Dues

Annual dues shall be in the amount specified by the Board of Trustees (Article VII, Section L), as follows: Fellows - \$125.00 (effective 2008); Associates - \$150.00; Affiliates - \$150.00; Student members - \$45.00 (a one-time fee which covers the student only during such time as the student is matriculated in a NAACLS-accredited (or serious applicant status) Pathologists' Assistant Program; Sustaining - \$400.00; Institutional - \$300.00; Retired - \$45.00. Dues notices shall be mailed by the Central Office on or about December 15th of each calendar year, and payments are due by no later than January 31 of each consecutive year. Dues (U.S. currency only) may be paid by check, bank draft, or money order (to be made out to "AAPA" and mailed directly to the AAPA Central Office), or online thru the AAPA web site using an accepted credit card. A late payment penalty fee of twenty dollars (\$20.00) will be added to dues assessments of Fellows and Affiliates whose payments are not received by the Central Office by January 31 of each current year.

The Board of Trustees may change the amount of the annual dues of each class of membership in the Association (Article VII, Section L). Such changes must be brought before the membership for final approval if the increase is to exceed \$75.00 for Institutional and Sustaining membership categories and/or \$25.00 for all other membership categories. The Board of Trustees shall grant a payment grace period when warranted.

Section E. Responsibilities, Rights and Privileges

The responsibilities, rights, privileges of all AAPA membership categories are listed as follows:

1. Fellow:

Only active Fellow members shall be entitled to vote on matters of the Association. A voting Fellow may execute consents, waivers or releases in person, or by another member as authorized by written proxy executed by such Fellow. The proxy shall be submitted to the Administration Committee and may be revocable at any time by said Committee if any discrepancies are found. Revocation may affect any vote made prior to the revocation upon recommendation of the Administrative Committee to the Board of Trustees. An active Fellow member may serve on any standing committee, chair a committee, hold a position as an Association officer or Board of Trustees member, may access the job hotline/employment mailings, surveys and online forum, CE tracking, member directory and networking. An active Fellow member is entitled to receive the AAPA newsletter and receives a reduced rate for AAPA conference fees.

2. Associate:

An Associate member may not vote, hold an office as an Association officer, Board of Trustees member or be a committee Chair/Vice-Chair. An active Associate member may serve on a standing committee, and may access the job hotline/employment mailings, surveys and online forum, CE tracking, member directory and networking. An active Associate member is entitled to receive the AAPA newsletter, and a reduced rate for AAPA conference fees.

3. Affiliate:

An Affiliate member may not vote, hold an office as an Association officer, Board of Trustees member or be a committee Chair/Vice-Chair. An active Affiliate member may serve on a standing committee, and may have access to the online forum, CE tracking, member directory and networking. An Affiliate member may not have access to the job hotline, employment mailings, or AAPA surveys. An active Affiliate member is entitled to receive the AAPA newsletter, and a reduced rate for AAPA conference fees.

4. Student:

A student member may not vote, hold an office as an Association officer, Board of Trustees member, be a committee Chair/Vice-Chair or serve on a standing committee. A student member may have access to the job hotline, employment mailings, online forum, CE tracking, member directory and networking. A student member is entitled to receive the AAPA newsletter and a reduced rate for AAPA conference fees.

5. Honorary:

An honorary member may not vote, hold an office as an Association officer, Board of Trustees member, be a committee Chair/Vice-Chair or serve on a standing committee. An honorary member may not have access to the job hotline, employment mailings, AAPA surveys, CE tracking, or member directory. An honorary member may have access to the online forum and networking. An honorary member is entitled to receive the AAPA newsletter and a reduced rate for AAPA conferences.

6. Sustaining:

A sustaining member may not vote, hold an office as an Association officer, Board of Trustees member, be a committee Chair/Vice-Chair or serve on a standing committee. A sustaining member may not have access to the job hotline, employment mailings, AAPA surveys, CE tracking, or member directory. A sustaining member may have access to the online forum and networking. A sustaining member is entitled to receive the AAPA newsletter and a reduced rate for AAPA conferences.

7. Inactive:

All benefits, rights and privileges cease when a member is placed into this category.

8. Institutional:

An institutional member, if not already an active member of the AAPA may not vote, hold an office as an Association officer, Board of Trustees member, be a committee Chair/Vice-Chair or serve on a standing committee. Neither may they have access to the job hotline, employment mailings, AAPA surveys, CE tracking or member directory. An institutional member has access to networking, is entitled to receive the AAPA newsletter and a reduced rate for AAPA conferences.

Note: If an institutional member is already an active member of the AAPA, all rights, responsibilities and privileges of their membership classification apply.

9. Medical/Military Leave:

A member in this category may not vote, hold an office as an Association officer, Board of Trustees member or be a committee Chair/Vice-Chair. They may not have access to the job hotline, employment mailings, or AAPA surveys. They may serve on a standing committee, and may have access to the online forum, CE tracking, member directory and networking. They are also entitled to receive the AAPA newsletter and a reduced rate for AAPA conference fees.

10. Retired:

A retired member may not vote, hold an office as an Association officer, Board of Trustees member or be a committee Chair/Vice-Chair. A retired member may not have access to the job hotline, employment mailings, or AAPA surveys. A retired member may serve on a standing committee, and may have access to the online forum, CE tracking, member directory and networking. A retired member is entitled to receive the AAPA newsletter and a reduced rate for AAPA conference fees.

Section F. Records of Membership

1. Certificate:

The Membership Committee shall issue to each member a certificate of membership in such form as may be approved by the Board of Trustees.

2. Membership Record:

The Secretary (in coordination with the Central Office) shall keep the original membership applications of all members once classified and approved by the Membership Committee and Board of Trustees. The Membership Committee Chair shall keep a copy of all applications. The Secretary and Membership Committee Chair (in coordination with the Central Office) shall each maintain an updated membership list (database) containing the name, mailing address, class of membership, date of application approval and date of membership termination.

Section G. Termination of Membership:

1. Voluntary:

Any member may resign from the membership at any time by informing the Secretary in writing of a desire to terminate their membership. Thereafter all rights and privileges of the member in the Association and its property shall cease.

2. Involuntary:

- a. Any member shall have their Association membership revoked for failure to remit dues and/or any other moneys owed to the Association (i.e. Annual Conference registration fees etc.). This action is initiated by the Membership Committee and must be approved by the Board of Trustees. Revocation of membership for dues delinquency shall not take place unless the member is first placed in the Inactive membership category by decree of the Board of Trustees for at least one (1) year prior to the proposed revocation date. Notice of such pending revocation, with the specific amount of dues owed, shall be given to the member at least 60 days prior to revocation. Should membership revocation for dues delinquency be necessary for any member, said former member may reapply for membership by completing the necessary membership application in addition to paying the appropriate fees and assessments as determined by the Board of Trustees.

b. Any member may be censured by, suspended by, or expelled from this Association for violations of the principles of medical ethics or of any code or rule of ethics hereafter adopted by this Association or for commission of any civil or criminal wrong which adversely affects said members professional status or reflects poorly upon the AAPA. Any such censure, suspension, or expulsion shall be imposed only pursuant to the following procedure:

- (1) Any person knowing of conduct on the part of any member which is reasonably believed to justify punitive action by the Association shall complain of such conduct in writing to the Secretary, specifying therein the name of the member accused, the acts accused of, and the identity of the accuser. If the accused should be the Secretary, the complaint shall be made to the Chair, Executive Council, Board of Trustees.
- (2) The Secretary, upon receipt of the complaint, shall notify the President and the Chair of the Board of Trustees for immediate attention by the Board of Trustees.
- (3) If, after such preliminary consideration, the Board of Trustees concludes that there is probable cause to believe that the conduct complained of has occurred and that it merit punitive action, they shall provide for a hearing of the complaint before a panel of their members. Such panel shall give both the complainant and the accused member an opportunity to be heard.
- (4) Upon conclusion of said hearing, the panel shall report to the Board of Trustees its recommendation for disposition of the case, stating therein the reasons for its conclusion. Both the complainant and the accused member shall be afforded copies of the proposed report and be given an opportunity to argue for reconsideration of the report before it is finally submitted to the Board of Trustees.
- (5) Upon receipt of the report, the Board of Trustees shall have the power to exonerate the member, to resubmit the matter to the same, or another panel of Trustees for reconsideration, or to impose such sanction of censure, suspension or expulsion, as it may deem appropriate. No sanction of suspension or expulsion for more than one year shall be imposed except upon the affirmative vote of two-thirds of the entire membership of the Board of Trustees.

ARTICLE V

Meetings of Members

Section A. Annual Conference

The annual conference shall be utilized for the transaction of Association business and for educational purposes. The annual conference shall be held in a region determined by the Board of Trustees. The specific site and dates of the annual conference shall be selected by the Conference Committee with the assistance of a designated meeting planner and submitted to the Board of Trustees for final approval. A designated meeting planner shall be recommended by the Conference Committee and approved by the Board of Trustees. The Conference Committee shall distribute notice of the annual conference, including registration forms, agenda of all lectures, workshops, and matters of the Association requiring membership voting per Bylaws guidelines, and information regarding hotel accommodations and travel arrangements, to all members not less than sixty, (60) days prior to the conference. A pre-conference agenda to assist members in securing funding for the conference will be sent to all members as soon as practical.

Section B. Special Meeting

A special meeting of the membership may be called by the Board of Trustees, or upon written request of not less than twenty (20) percent of the voting members. The Secretary shall give notice of such meeting to all members not less than thirty, (30) days or more than sixty, (60) days prior thereto. Each notice of a special meeting shall state the place, day, and hour of the meeting. Such notice shall include a statement of the purpose of the meeting and no business other than that specified in the notice shall be considered at the meeting.

Section C. Place of Special Meeting

The place of a special meeting of the membership shall be determined using the same format as described in ARTICLE V, Section A.

Section D. Quorum

A quorum of voting members is required for the transaction of any business conducted at a meeting of the membership, by mail, e-mail, on-line etc.) that requires a vote of the membership. A quorum shall be one quarter (25%) of the voting members in person and/or by proxy. A voting member may give a proxy to any other voting member. Said proxy shall be in writing and signed by the originator of the proxy (Article III, Section 5A).

ARTICLE VI

Continuing Education

Section A. Responsibility

The Education Committee shall have the responsibility for developing and administering a continuing education (CE) program for the members of the Association.

Section B. Purpose

The continuing education program shall provide for the educational enrichment of all Association members, assisting them in maintaining professional certification. The program shall strive to achieve high educational and professional standards as set by the Association. All members are encouraged to participate in the Continuing Education program. Credit will be awarded for acceptable continuing education activities within the categorical limits established by the Education Committee and P.A.C.E.

Section C. Credit Year

For the purpose of continuing education, a credit year will be defined as the calendar year January 1 through December 31.

Section D. Credit Procedure

Applications for continuing education credit shall be in writing and submitted to the Continuing Education Subcommittee Chair.

Section E. Certification Maintenance

Continuing education credits earned and approved by the AAPA through P.A.C.E. may be used by any AAPA Fellow member in the application for certification maintenance offered by ASCP BOR. The AAPA encourages Fellow members to maintain ASCP BOR certification.

ARTICLE VII

Board of Trustees

Section A. Guardianship

The Board of Trustees shall be responsible for conducting the regular business of the Association as well as protecting the integrity of the Association, its mission, and its members. To that end, the Board of Trustees shall be responsible for the ongoing monitoring of all business relationships and professional affiliates of the American Association of Pathologists' Assistants. The Board of Trustees may by simple majority vote abate, restrict, or abstain from any relationship or affiliation, direct or indirect, deemed potentially harmful to or conflicting with the mission statement and stated objectives of incorporation of the American Association of Pathologists' Assistants.

Section B. Configuration

The Board of Trustees shall be composed of (at least) nine (9) members elected from the ranks of Fellow Members by the general Fellow membership. Board members shall serve terms of three (3) years. Currently there are no term limits. Trustee terms shall be staggered, with three (3) members elected each year by general election. Election notices shall be sent to all eligible Fellow members at least 45 days prior to election date.

Trustee terms will commence on January 1 of the year following election. Ex-Officio members may also be appointed by the elected Board of Trustee Members to fill positions necessary to govern and conduct the business of the Association. The number of Ex-Officio members will be determined by the elected Board of Trustee Members. The term of each appointee shall be determined by the elected Board of Trustee Members. Appointments shall be on an annual basis and be specifically written for each appointee. The appointments are to be signed by the Chair, Board of Trustees and the appointee. Appointments shall be considered a contract for volunteer services with similar rights and responsibilities assigned to elected Board of Trustee members, except as outlined in the AAPA Bylaws. The nomenclature of these individuals shall be "Board of Trustee Adjunct".

The Board of Trustees shall, on an annual basis, elect from among its number the Officers of the Association. The Officers of the Association shall be as follows: Board of Trustees Chair, Board of Trustees Vice Chair/ Secretary and Chief Financial Officer. The Officers of the Association shall comprise the "Executive Council" of the Board of Trustees. The Officers will serve one-year terms with no term limits.

Section C. Vacancies

The Board of Trustees may appoint an individual from the ranks of past Trustees and Officers to fill any vacancy on the Board of Trustees (regardless of the reason for the unexpired term of any Trustee). Any Fellow member in good standing may petition the Board of Trustees for a seat on the BOT in order to fill a vacancy. The procedure for this petition may be found in the BOT Procedure Manual. Vacancies on the Board of Trustees (an unexpired/expired term) can be the result of any of the following: (1) Written resignation, with such resignation including the concurrent office held, if any, (2) Removal from the Board of Trustees per guidelines in the Bylaws, (Article VII, Section M), (3) Failure to reach a quorum for the regular election of Board of Trustee Members (resulting in an invalid election), or (4) The death of a Trustee. The Board of Trustees may also appoint individual(s) from the ranks of past Trustees and Officers to serve as Trustees if the number of nominees for open Board positions is not sufficient to fill the open position(s).

Section D. Meetings

A regular meeting of the Board of Trustees shall be held during the annual conference prior to the general business meeting. The Board of Trustees shall hold teleconferences during a calendar year in order to conduct Association business, at least on a quarterly basis. Teleconferences are scheduled at the discretion of the Chair as approved by the majority of the Board members. The Board of Trustees may also hold additional special meetings, such as a Board Retreat, during a calendar year as they deem necessary {not to exceed two (2)} per year. Any member of the Board of Trustees may request a special meeting by submitting to the Board of Trustees Chair a written request and explanation for the need of such meeting. If the Chair requests such a meeting, then written documentation must be submitted to the remainder of the Board of Trustees. In lieu of submitting written documentation, the request may be made during routine communication between Board members, i.e. during a teleconference with the request entered into the minutes of the teleconference. Persons holding special advisory positions to the Board,

and those holding special appointments to Board committee(s) or ad hoc committees of the Board may also attend these special meetings. The Association shall fund those meetings that are approved by the majority of the Board of Trustees, and shall consider travel and lodging arrangements as reimbursable expenses. An itemized account of all expenses incurred during such special meetings must be submitted to the Treasurer within thirty, (30) days after the meeting, and be included in the Treasurer's annual report.

Section E. Notice of Meetings

Notice of the regular scheduled Board of Trustees meeting shall be included in the announcement of the annual conference. Notice of any unscheduled meeting of the Board of Trustees shall be distributed to all Board of Trustees members by the Secretary at least thirty, (30) days prior to the date of the meeting. Such notice shall include the site, dates, hours and agenda for the meeting.

Section F. Place of Unscheduled Meetings

The Board of Trustees Chair, in coordination with the remaining Board members, shall be responsible to determine the site of an unscheduled meeting of the Board. The site for such a meeting should be easily accessible by all Board members.

Section G. Quorum

At all meetings of the Board of Trustees, a simple majority of the Trustees shall be necessary and sufficient to constitute a quorum for the transaction of business. The act of a majority of the Trustees present at any meeting at which there is a quorum shall be the act of the Board of Trustees.

Section H. Contracts and Services

The Board of Trustees may pursue any contracts or services relating to the operations conducted by the Association, enter such transactions or otherwise act on behalf of the Association, provided that any such action does not violate the Bylaws, the Articles of Incorporation or any local, state, national or international laws. No Trustee shall seek or participate in such contracts that result in personal gain not related to the Association. The powers granted by this section shall be exercised in compliance with the restrictions delineated in Article 5 of the Articles of Incorporation.

Section I. Reimbursement

By resolution of the Board of Trustees, Trustees may be paid for reasonable and necessary expenses incurred in carrying out the express purpose(s) of the Association, if such payment is not excessive under the circumstances.

Section J. Powers

All of the corporate powers, except as otherwise stated in the Bylaws and in the laws of the State of Incorporation, shall be and are hereby vested in the Board of Trustees, who shall be responsible for the content of the Bylaws. The Board of Trustees may revise the content of the Bylaws, insofar as such revisions involve specific procedures relating to the administration of the Association, to keeping the Association abreast with current philosophies and practices in pathology and the medical community, and to promoting the growth of the Association, without general membership approval. Any proposed revision(s) must be brought to the membership for a vote if they affect membership dues, membership status (Article IV, Section D), or if one or more members of the Board of Trustees oppose any proposed revision(s). Such a vote requires a quorum of the voting membership. A quorum shall be one quarter (25%) of the voting membership. Once a quorum is reached, the vote shall be decided by simple majority of the voting members. The Board of Trustees may, by general resolution, delegate to committees of their own number, or to the Officers of the Association, such powers as they deem appropriate. In addition, the Board of Trustees may, by resolution, provide for the appointment of additional Board members as outlined in Article VII, Section B. The presence of and participation by any or all of these members at Board of Trustee meetings is at the pleasure and invitation of the Chair, Board of Trustees. Board of Trustee Adjuncts, Liaisons, Ad Hoc Committee Chairs and Advisors may not vote on Board of Trustee matters. Participation of these members is in an advisory capacity only.

Section K. Duties, Board of Trustees

The Board of Trustees shall present at the annual meeting of members, and file with the minutes thereof, a report, verified by a majority of the Trustees, showing: (a) the whole amount of real and personal property owned by the Association, where located and where and how invested; (b) the amount and nature of the property acquired during the year immediately preceding the date of the report, the manner of acquisition and; (c) the amount applied, appropriated or expended during the year immediately preceding such date and the purpose for which such appropriations or expenditures had been made.

Section L. Dues

The Board of Trustees may change the amount of annual dues for each class of membership in the Association. However, these changes must be brought before the membership for final approval if the increase is to exceed \$75.00 for Institutional and Sustaining membership categories, and/or \$25.00 for all other membership categories. The Board of Trustees shall grant a dues payment grace period when warranted.

Section M. Executive Director

The Board of Trustees may appoint an Executive Director to serve at the discretion of the Board of Trustees for a specified length of time and/or for specific duties or responsibilities necessary to conduct the business of the Association.

Section N. Removal

Any Board of Trustee Adjunct, Liaison, Ad Hoc Committee Chair or Advisor may be removed by resolution of the elected Board of Trustee Members for nonfeasance; malfeasance; misfeasance for conduct detrimental to the interests of the Association, for refusal to render reasonable assistance in carrying out the specific objectives of their appointment or for breach of the Code of Conduct or Conflict of Interest/Commitment Policy. Individuals will automatically be released from the Board of Trustees upon completion of the tasks assigned to each individual.

Section O. Actions of Trustees without a Meeting

Any action that may be taken or authorized at a meeting of the Trustees, may be taken or authorized without a meeting, with the approval of, and writings signed by all the Trustees. Any such writing shall be filed with or entered upon the records of the Association. Any certificates with respect to the authorization of taking such action are required to be filed with the Office of the Secretary of the State of Incorporation and shall recite that the authorization or taking any action was in writing or writings approved and signed as specified in Section 1702.215 Ohio revised Code.

ARTICLE VIII

Executive Council

Section A. Establishment

An Executive Council shall be established from among the members of the Board of Trustees, and shall be vested with the powers necessary to govern and conduct the business of the Association. The Executive Council will assign Board of Trustee members such responsibilities as it deems necessary to conduct Association business. A new Executive Council will be established in January of every calendar year.

Section B. Number, Composition, and Powers

The Executive Council shall consist of three (3) Board of Trustees members. The Board of Trustees members elected to the Executive Council shall hold the following offices: Chair, Vice Chair/Secretary, and Chief Financial Officer. Any decisions made by the Executive Council will be reported to the Board at the next scheduled meeting.

If deemed appropriate, by unanimous vote, the Board of Trustees may change the number and composition of the Executive Council. The change may include the addition of an Executive Director. However, the only individuals on the Executive Council authorized to vote are Board of Trustees members. In addition, the Executive Council shall never comprise a majority of the Board.

Section C. Election

Elections shall be held every year among the elected members of the Board of Trustees who will select Trustees to serve as Officers of the Association. The election for the Executive Council shall be held during the first meeting of the year. Currently there are no term limits for Officers.

Section D. Vacancy

A vacancy in any office shall be filled by an election of the Board of Trustees to select a Trustee to fill the remainder of the term of such Office. A vacancy may be created as follows: (a) written resignation by such Officer to the Chair, Board of Trustees, (b) removal of such Officer as outlined in the Bylaws, (Article VII, Section M), or (c) death or disability of such Officer.

Section E. Chair

The Chair shall preside at all business meetings of the membership. The Chair shall have the authority to exercise general charge and supervision of the affairs of the Association, and to take such actions that are necessary for the proper administration of Association affairs. The Chair, with input and assistance from the Vice-Chair/Secretary and Financial Officer, shall produce an annual budget to be presented to the Board of Trustees for approval.

Section F. Vice-Chair/Secretary

At the request of the Chair of the Executive Committee, or in the event of the Chair's absence or disability, the Vice-Chair/Secretary shall perform the duties and possess and exercise the powers of the Chair of the Executive Committee. To the extent authorized by law, the Vice-Chair/Secretary shall have such other powers as the Board of Trustees may determine and shall perform such other duties as may be assigned by the Board of Trustees. The Vice Chair/Secretary shall have charge of such books, documents, and papers as the Board of Trustees may determine and shall have the custody of the corporate seal and Association logo. The Vice-Chair/Secretary shall attend and keep the minutes of all meetings of the Board of Trustees and of the membership. The Vice-Chair/Secretary shall have general charge of correspondence and notices of special meetings, and shall keep an updated membership book, which shall be open for inspection as prescribed by law. The Vice Chair/Secretary shall, in general, perform all duties incident to the office and shall do and perform such other duties as may be deemed necessary by the Board of Trustees.

Section G. Chief Financial Officer

The Chief Financial Officer shall have custody of all funds, properties and securities of the Association, subject to such regulations as may be imposed by the Board of Trustees. The Financial Officer may be required to give bond for the faithful performance of duties, in such sum and with such securities as the Board of Trustees may require. The Financial Officer shall specifically be in charge of all allocation of funds, and disposition of such for approved Association activities. The Association shall use January 1 - December 31 as the fiscal year. The Financial Officer shall enter regularly on the books of the Association a full and accurate account of all moneys and obligations received, paid, or incurred by the Association and shall exhibit such books at all reasonable times to any Trustee, or member, upon written request. The Financial Officer, with the aid of the Central Office, will provide a monthly report of all financial activities. The Financial Officer shall, in general, perform all duties incident to the office of the Treasurer, subject to the oversight of the Board of Trustees.

Section H. Reimbursement

The Board of Trustees, Officers, Committee Chairs and committee members may be paid and/or reimbursed for reasonable and necessary expenses incurred in carrying out duties for the express purpose(s) of the Association, if such expenses are not excessive or in violation of the Bylaws, the laws of the State of Incorporation, or the Articles of Incorporation.

Section I. Removal

Any officer may be removed from office by the affirmative vote of two-thirds of all the Trustees at any regular meeting or special meeting called for that purpose for: nonfeasance, malfeasance, misfeasance for conduct detrimental to the interests of the Association, or for refusal to render reasonable assistance in carrying out the goals and objectives of the Association. Any Officer proposed to be removed from office shall be entitled to a written notice at least ten (10) days prior to the meeting of the Board of Trustees at which such removal is to be discussed and voted upon.

ARTICLE IX

Committees

Section A. Standing Committees

The standing Committees of the Association are currently the Administration, Conference, Education, Legislative, Membership, Newsletter, Public Relations and Web Site. The Board shall have the power to establish additional committees as needed.

Section B. Board of Trustees Coordinator

The Executive Director shall have oversight responsibilities of each of the standing committees. The Legislative Committee Chair will have direct access to the Board of Trustees in all matters requiring immediate response to proposed legislation or political activities. All routine committee activities and preparatory statements will be presented to the Board of Trustees following review by the Executive Director. Presentations to the Board of Trustees will be at the pleasure of the elected Board of Trustee Members.

Section C. Duties

To the extent authorized by law and the Board of Trustees, the Committees shall have powers as the Board of Trustees may determine, and shall perform such other duties as may be assigned to them by the Board of Trustees. Unless otherwise specified, the following descriptions of each committee shall serve as guidelines to the general function of such.

1. Administration

The primary objective of this committee is to insure that correct parliamentary procedures govern all Association activities, including laws associated with incorporation, legal matters, nominating and voting for Trustees and Bylaws format including adoptions, amendments or repeals of such as recommended by the Board of Trustees.

2. Conference

The primary objective of this committee is to coordinate all aspects of the annual conference, including site inspection, liaising with the designated meeting planner, arranging for speakers and scheduling of all conference activities. The Chair shall serve as moderator of the conference. A site inspection by the Chair, with the meeting planner, shall be performed prior to any contractual agreements with a hotel/motel being signed. The Board of Trustees Chair shall review all contracts before they are signed.

3. Education

The primary objective of this committee is to organize and implement continuing education programs and activities that will allow Association members to maintain the highest of professional standards.

4. Legislative

The primary objective of this committee is to establish contact with, and act as a liaison to, all professional groups, corporations and organizations that may have an interest in the Association. The committee shall monitor and advise the Board of Trustees of federal, state, and local laws pertaining to legislation that may affect pathologists' assistants and assist in the establishment of new training programs.

5. Membership

The primary objectives of this committee are to closely monitor all activities of the Association, to disseminate information to the membership and to maintain the student liaison program. The committee is the central information headquarters for all inquiries from members and nonmembers, be they individuals or groups. Membership application review, maintenance of members' current addresses, membership certificate presentation and all periodic announcements regarding maintenance of, or change in membership classification shall be the responsibility of this committee. The Chair will keep a file copy of all membership applications in conjunction with the Secretary as outlined in the Code of Regulations.

6. Newsletter

The primary objectives of this committee are the writing, assimilation and solicitation of articles; and the editing, printing and distribution of the quarterly Newsletter. The Chair shall maintain an updated mailing list of all members, nonmembers and professional organizations that are to receive the Newsletter. This list must be verified semiannually to insure that all parties are receiving the Newsletter. The Board of Trustees must approve any change in the design, format or content of the Newsletter.

7. Public Relations

The primary objective of this committee is to establish and maintain good relations with all professional organizations, manufacturing representatives, corporations, academic institutions, individuals, students and members. The committee is responsible for the promotion of the Pathologists' Assistant profession, and in recruitment of new members as a representative of the Association, and as an adjunct to the training programs. Any awards, scholarships, grants or donations are to be actively solicited and handled through this committee.

8. Web Site

The objectives of the committee are to maintain an Internet presence for the association and the Pathologists' Assistant profession. The web site committee will maintain the Job Hotline service on the Internet with assistance from the Central Office, and will promote the use and development of the web site by the association and its members while publishing accurate and current information. Any committee, officer, member or association entity that desires or is required to publish material on the web site will be responsible for providing accurate and current information to the web site committee as requested or on an annual basis at minimum. The committee will ensure that the operational costs of the web site be completely funded by the Job Hotline proceeds. The committee chairperson will act as liaison with a professional web site hosting service. The treasurer will maintain financial documentation for the web site and Job Hotline.

Section D. Committee Chairs

Each committee shall have a Chair.

1. Selection

The Executive Council shall appoint a Chair for each standing committee from the ranks of active Fellow members.

2. Number

A Fellow may Chair only one committee, but may also serve as a member of the Board of Trustees, an Officer or a member of other committees, or be a member, speaker or chair of a specially created committee, council, task force as may be directed by the Board of Trustees.

3. Term

The position of Chair of a standing committee is stable in nature and subject to change only as the Chair of the Executive Council deems necessary. The removal and replacement of a Chair may occur at any time at the discretion of the Chair of the Executive Council by announcing such change in writing to the Chair and making notification of such action in writing to the Board of Trustees.

4. Termination

Any Chair of a standing committee may resign from that position at any time by informing the Chair of the Executive Council in writing. However, such resignation shall not relieve the Chair of any obligation incurred for the period in which they were Chair. Any Chair may be suspended or involuntarily removed from such a position at the discretion of the Chair of the Executive Council or the Board of Trustees.

Section E. Vice-Chair

Each committee shall have a Vice-Chair.

1. Selection.

The committee Chair shall appoint a Vice-Chair for each standing committee from the ranks of active committee members. The Executive Council must approve the appointment.

2. Number

A Fellow may be a Vice-Chair to only one committee but may serve as a member of the Board of Trustees, Officer or a Chair or member of another committee, or be a member, speaker or Chair of a specially created committee, council, task force or as may be directed by the Board of Trustees.

3. Term

The position of Vice-Chair of a standing committee is stable in nature and subject to change as the Chair deems necessary. The removal and subsequent replacement of a Vice-Chair may occur at any time at the discretion of the Chair, as approved by Executive Council by announcing such change in writing to the Committee Vice-Chair, and making notification of such action in writing to the Chair of the Executive Council.

4. Termination

Any Vice-Chair of a standing committee may resign from that position at any time by informing the Chair in writing. However, such resignation shall not relieve the Vice-Chair of any obligation incurred for the period during which they were Vice-Chair. Any Vice-Chair may be suspended or involuntarily removed from such a position at the discretion of the Chair, with approval of the Executive Council.

Section F. Members

An active Fellow, Associate or Affiliate member shall be eligible to participate as a voting member of a committee or committees, if such a member is appointed to that committee. The committee Chair shall maintain the authority to appoint such members as deemed appropriate to their committee for a permanent or otherwise non-specified length of time, providing the decision is in accordance with the will of the member. A member may request to make their services available to any committee(s) by contacting the Chair(s) in writing. If appropriate action regarding a member's request to join a committee(s) is not taken by the Chair of that committee(s) within a reasonable length of time, said request shall be forwarded to the Board of Trustees for final determination by the member.

Section G. Meetings

Each committee shall have time allotted during the annual conference to hold a committee meeting. The time, place and date of such meeting shall be submitted by the Chair of each committee to the Conference Committee for inclusion in the conference announcement. Notice of such meetings, to include an agenda, shall be distributed by each Committee Chair to all committee members no later than thirty, (30) days prior to the annual conference. A special meeting of any committee may be requested by the Committee Chair if deemed necessary. Any anticipated expenses to be incurred in holding a special meeting must be submitted to the Chair of the Executive Council for approval, no later than thirty (30) days prior to the date of the special meeting.

Section H. Reports

Periodic committee reports from each Chair are to be submitted to the Coordinator on a semiannual basis, or other schedule recommended by the Coordinator. The Coordinators shall distribute a copy of each committee report to all committee Chairs and the Board of Trustees. An annual report, in a form recommended by the Coordinators and approved by the Board of Trustees, from each committee shall be prepared for presentation and distribution to the membership not less than thirty (30) days prior to the annual conference. The Chair of the Executive Council may require that all Committee Chairs present their annual committee reports at the annual Board of Trustees Meeting, held at the annual conference, prior to the annual business meeting. The annual committee reports shall also be presented to the membership during the annual business meeting.

ARTICLE X

Donations and Special Funds

The Association shall have authority to receive donations from any source in cash or other property acceptable to the Board of Trustees. The Board of Trustees may accept donations subject to restrictions as to the uses and purposes for which the same may be applied or which limit the time, manner, amount or other terms of such application, provided they are within the purpose of the Association and do not violate the Articles of Incorporation, Bylaws, or any applicable statute or law. To facilitate the making and administration of restricted donations, the Board of Trustees may establish special trusts or funds, donations to which shall be held for specified uses and purposes and/or terms of application, provided that such specific uses and purposes and terms of application are within the uses of the Articles of Incorporation, Bylaws or any applicable statute or law. The authority granted to the Association and the powers granted to the Board of Trustees in this article shall be deemed to be in addition to, and not in limitation of, the authority and powers otherwise granted to each.

ARTICLE XI

Indemnification

No member shall be liable to the Association for any loss or damage suffered as the result of any action taken or not taken by such member acting as a Trustee or Officer of the Association, if such action did not result in violation of the Bylaws, the laws of the State of Incorporation, or the Articles of Incorporation, except as specifically provided by applicable statute(s).

If any such member is, or may be a party to any pending or threatened legal action, be it civil or criminal in nature, by reason of the member being or theretofore having seen a Trustee, Officer, or employee of the Association, or serving or theretofore served at the Association's request as a Director, Trustee, Officer or employee of another organization, corporation, or association of which the Association is a member, or in which it owns shares, the Association shall indemnify such member, his heirs, executors or administrators against expenses, judgments, decrees, fines, penalties, or amounts paid in settlement in connection with the defense of any such pending or threatened legal action.

The right to indemnification shall be given provided that a determination is made in the manner set forth as: (a) that such a Trustee, Officer or employee was not, and had not been adjudicated to have been negligent or guilty of misconduct in the performance of their duties outlined in the Bylaws, (b) that such member acted in good faith in what they reasonably believed to be the best interest of the Association, (c) that in any matter the subject of a legal action, they had no reasonable cause to believe that their conduct was unlawful.

The determination as to (b) and (c) and, in the absence of an adjudication as to (a) shall be made by the Board of Trustees of the Association acting at a meeting at which a quorum consisting of Trustees who are not parties to or included with any such legal action. Any Trustee who is a party to, or included in, any legal action, shall not be entitled to vote. If for this reason a quorum of Trustees cannot be obtained to vote on indemnification, such determinations shall be made in writing or by independent legal counsel selected by a majority of Trustees, not so named in pending legal action, which constitutes a quorum for any meeting while acting upon selection of such independent counsel. In the event that all of the Trustees are named in a legal action, such independent legal counsel shall be selected by a majority of all committee Chairs, providing they are not also named in said legal action.

The provision of this Article shall be in addition to, and not in limitation of, any other right, indemnities, or limitations of liability to which any Trustee, Officer, member, or employee may be entitled as a matter of law. Notwithstanding any appeal of this article or other amendment thereof, the foregoing indemnification shall be binding upon the Association, subject to the exceptions set forth herein, as to all claims, actions, suits, or proceedings and expenses connected therewith and settlements thereof, as provided above, arising out of matters which occur during or are referable to, the periods prior to any such appeal or amendment. Notwithstanding the foregoing, the provisions of the article shall not apply to any action, taken or omitted to be taken, which would disqualify the Corporation from tax exempt status under Section 501©(6) of the Internal Revenue Code of 1954, or any subsequent revisions.

ARTICLE XII

Corporate Earnings

No Trustee, Officer, member, employee of, or person connected with the Association, or any other individual representing the Association, may receive any of the earnings of the operation of the Association, provided that this shall not prevent payment for compensation of services rendered on behalf of the Association as outlined herein (Article VII, Section I, and Article VIII, Section H). No such person as described herein shall be entitled to share in the distribution of any assets upon dissolution of the Association. All members of the Association shall be deemed to have expressly consented and agreed that upon such dissolution of the Association, the assets of the Association shall be distributed, transferred or conveyed by the Board of Trustees as outlined in the Articles of Incorporation of the Association (Article 5).

ARTICLE XIII

Investments

The Association shall have the right to retain all or any part of any securities or property acquired by it in whatever manner, and to invest and reinvest any funds held by it, according to the judgment of the Board of Trustees, without being restricted to the class of investments which the Trustees are or may hereafter be permitted by law to make, or any similar restrictions. This power shall be exercised in accordance with the Articles of Incorporation of the Association (Article 5).

ARTICLE XIV

Adoption, Amendment, or Repeal

The Bylaws shall provide for adoptions, amendments, and/or repeals at any meeting of members at which a quorum is present, by a majority vote of those voting members present and qualified proxy votes, provided that notice of the meeting, including such adoptions, amendments, and/or repeals was distributed to the members in a written notice of such meeting, if such proposed changes affect membership dues or membership status. Otherwise, the Board of Trustees has the authority to revise the Bylaws (see Article VII, Section J/see also statements immediately following Approval Date at the front of this document).