

CONSTITUTION

ARTICLE I - NAME

The name of the organization shall be the Connecticut Academy of Physician Assistants, abbreviated ConnAPA, herein referred to as the Academy.

ARTICLE II - PURPOSE

The purposes of this Academy are to render loyal and honest service to the medical profession and the public by developing continuing medical and medically related educational programs, and promoting the physician assistant profession through education of professional and lay people.

ARTICLE III - MEMBERS

The Academy shall have such members as prescribed by the Articles of Incorporation and the Bylaws.

ARTICLE IV - BOARD OF DIRECTORS

The Board of Directors, whose duties are executive and judicial, shall have charge of all properties and financial affairs of the Academy, and shall perform such duties as prescribed by the laws governing the Directors of corporations, or as may be prescribed in the Bylaws.

ARTICLE V – POLICY

Organizational policy will be voted upon by the membership at the time of the Annual Meeting or other such meeting as called by the Board of Directors. The Board of Directors may adopt interim organizational policies with a 2/3 vote in favor of the measure.

ARTICLE VI - CONFERENCES AND MEETINGS

The Academy shall hold an Annual Meeting.

ARTICLE VII - OFFICERS

The officers of the Academy shall be President, Vice-President-, Secretary, Treasurer, and such other officers as the Bylaws may provide.

ARTICLE VIII - AMENDMENTS

The Constitution shall be amended or repealed or a new constitution adopted by a two-thirds majority of total votes cast.

BYLAWS

ARTICLE I - NAME

Section 1: The name and title by which this organization shall be known is the Connecticut Academy of Physician Assistants, herein referred to as the Academy.

ARTICLE II - PURPOSE AND MISSION

Section 1. The Academy is organized and shall operate exclusively for educational and scientific purposes. To represent physician assistants and those in training effectively, the academy shall:

- Promote the delivery of quality health care
- Act on behalf of physician assistants regarding legislation pertaining to physician assistant practice, licensure, and other matters deemed pertinent to the profession.
- Promote and provide continuing medical education
- Promote and provide public education regarding the physician assistant profession to other medical professionals and the general public.
- Maintain liaison relationships with other health care organizations.

Section 2. The mission of the Academy is to promote quality, cost effective, and accessible health care and to promote the professional and personal development of physician assistants.

Section 3. The Academy is a constituent chapter of the American Academy of Physician Assistants (AAPA). As such, the organizations and its members are required to meet all provisions outlined in the AAPA's constitution, bylaws and/or policies. This organization will uphold the principles, purposes and philosophy for which AAPA was founded. If the organization is unable to uphold the principles and purposes, or passes conflicting bylaws and/or policies, it must work through AAPA to change the philosophy by altering the organization's constitution and bylaws.

ARTICLE III - CLASSES OF MEMBERSHIP

Section 1. Membership in this Academy shall consist of individuals who are cognizant of their obligation to the public and who meet the requirements for membership as herein defined. The categories of membership are Fellow, Student, Affiliate, Associate, Honorary, and Retired members.

Section 2. A Fellow member shall be a physician assistant who, in accordance with Connecticut state law, is eligible for licensure in the state of Connecticut. Fellow members must maintain Fellow membership status in the American Academy of Physician Assistants.

Section 3. A Student member shall be a person who is enrolled in an ARC-PA or successor agency recognized program. Student board members shall vote on issues as per policy of the AAPA.

Section 4. An Affiliate member is a physician assistant who meets the membership criteria in Article II, Section 2, in the Bylaws except the maintenance of AAPA Fellow membership. Affiliate members may serve as Regional Directors and shall have no vote on issues pertaining to the AAPA. Affiliate members may not serve as delegates or alternates to the AAPA House of Delegates.

Section 5. An Associate member shall be any person, not qualified for other membership categories who has demonstrated a desire to assist the Academy in furthering the goals and objectives of the Academy and the physician assistant profession. Associate members may not hold office or vote. Such membership shall be approved by a majority vote of the Board of Directors.

Section 6. An Honorary member shall be a lifetime member and person of distinction who has rendered outstanding service to the physician assistant profession. All honorary memberships shall be subject to approval by the Board of Directors.

Section 7. A Retired member is a physician assistant who meets the membership criteria in Article II, III Section 2, in the Bylaws except that the individual has retired from active clinical practice and appeals for such status. Such membership shall be approved by a majority vote of the Board of Directors upon recommendation from the Membership Committee. Retired Members shall possess the same privileges for voting and holding office as granted to Affiliate Members.

Section 8. Membership in the Academy shall not be denied or abridged on the basis of gender, color, creed, race, religion, or ethnic origin.

ARTICLE IV: BOARD OF DIRECTORS

Section 1: The officers of the Academy shall be a President, Vice President, Secretary, Treasurer, and Immediate Past President.

Section 2: There will be eleven members of the Board of Directors: five officers, five Regional Directors, and one Student Director.

Section 3: Duties of Officers and Directors

The President shall preside at all meetings of the Academy. (S)he shall be an ex-officio member of all committees. (S)he shall appoint chairpersons to each committee within the first thirty days of assuming office. (S)he shall serve as Chief Delegate to the AAPA House of Delegates. In the event that the President is unable to attend a session of the House of Delegates, the President shall appoint a Chief Delegate from the elected delegates attending.

The Vice President shall preside at all meetings of the Academy in the absence of the President
The Secretary shall have charge of keeping the minutes of the Board of Directors and general membership meetings. In addition, (s)he will execute general correspondence, notify members of meetings, manage corporate documents and registrations, and perform all duties assigned by the President or Board of Directors. The Secretary will also be responsible for casting the ballot for general membership in an uncontested election.

The Treasurer shall be responsible for the collection, safe-keeping and expenditures of all funds of the Academy and for keeping an accurate record of such. (S)he shall disperse the funds of the Academy as may be ordered by the Board of Directors, shall render an account of all transactions as Treasurer and the financial conditions of the Academy to any Fellow member on written request, and shall perform all duties assigned by the President or Board of Directors.

The Regional Directors shall coordinate regional continuing medical education programs, and act as liaison to the Board of Directors on issues of concern to PAs in their region. Without prejudice to the duties and responsibilities confirmed by statute, by the Articles of Incorporation, or by these Bylaws, the Directors of the Academy shall be responsible for the implementation of policies concerning the property, business and affairs of the Academy.

ARTICLE V – POLICY

Organizational policy will be voted upon by the membership at the time of the Annual Meeting or other such meeting as called by the Board of Directors. The Board of Directors may adopt interim organizational policies with a 2/3 vote in favor of the measure.

ARTICLE VI: MEETING OF THE ACADEMY

Section 1: The Board of Directors shall meet at such time designated by the President, at least quarterly. All Board meetings are open to ConnAPA members. A quorum is achieved with the presence of four board members
Section 2: General membership meetings shall be held at least biannually as designated by the Board of Directors. Fifteen Fellow members constitute a quorum.

Section 3: Special meetings of the membership may be called at any time by the President, other Board members or upon request of fifteen percent of the voting membership.

ARTICLE VII – ELECTIONS AND OFFICERS

Section 1. Offices to be filled – The Academy shall elect the officers of the Academy to include the President, Vice President, Treasurer, and Secretary. The Academy shall also elect five Regional Directors, and Delegates to the AAPA as apportioned by the HOD. The election for Treasurer shall be held on years alternating with the elections for Secretary. The regional elections shall be structured as follows: In even numbered years, Directors representing the even numbered Regions (#2 and #4) are elected. In odd numbered years, Directors representing the odd numbered Regions (#1, #3, and #5) are elected.

Section 2. Term of Office - The term of office for Secretary, Treasurer and Regional Director will be two years. All other board member terms shall be one year. The term limit for the office of President is three consecutive years. There are no term limits for the offices of Vice President, Secretary, Treasurer, and Regional Director. No officer shall hold more than one officer position concurrently. Officers and

Directors will assume office on July 1 of the year of their election. The term of delegates to the AAPA House of Delegates shall begin on July 15.¹

Section 3. Eligibility and Qualifications of Candidates - All Board members except Regional Directors must be Fellow members of the AAPA. The Student Director may serve as Director only while completing their training. No member may hold more than one Academy office simultaneously. Candidates for the officer positions (President, Vice-President, Secretary, and Treasurer) must be Fellow members of the AAPA. Candidates for the Regional Director positions may be Fellow, Affiliate, Honorary, or Retired members.

Section 4. Declaration of Candidacy - Declaration of candidacy and nominations for elected office must precede the appointed date of election by at least forty-five (45) days. Nominations may be made by voting members or the nomination committee

Section 5. A Nominations and Elections Committee composed of the Immediate Past President and two members appointed by the Board of Directors shall serve yearly to consider suitable candidates. If the Immediate Past President is unable to serve as chairperson, the President will appoint an alternate. The Nominations and Elections Committee will define the election rules necessary to implement the by laws provisions for the nomination and election.

Section 6. Time of Elections - The Nominations and Elections Committee shall determine the date of elections. Election of Officers, Directors, and AAPA delegates shall be conducted at least 45 days prior to taking office. The Student Director shall be elected in a process defined and overseen by the Student Affairs Committee.

Section 7: Voter Eligibility – If there is a contested election, the Nominations and Elections Committee shall distribute a ballot at least thirty (30) days prior to the appointed date of election to each Fellow, Affiliate and Honorary member listed on the Academy roster as of forty-five (45) days prior to the election date. Ballots must be received no later than ten (10) days prior to the date of election. Separate ballots will be prepared for each of the defined regions such that only physician assistants residing in that defined region will be allowed to vote in that election for Regional Director.

Section 8: Vote Necessary to Elect Officers – Officers, Directors and AAPA delegates shall be elected by a plurality of votes cast. The President shall call for a special election in the case of a tie vote. If there is an uncontested slate of candidates, any Fellow member may move to direct the Secretary of the Academy to cast the ballot for the membership to elect the slate.

Section 9: Vacancies in Office - In the event of a vacancy in the office of President, the Vice President shall become President to serve the unexpired term and be eligible to run for two additional consecutive terms. Vacancies in other offices, with the exception of the office of Immediate Past President, shall be filled by a special election called by the President. Temporary appointments may be made by the President pending special election results

ARTICLE VIII: AMENDMENTS

Section 1: The Constitution and Bylaws shall be amended by a two-thirds majority of the total votes cast.

ARTICLE IX: COMMITTEES

Section 1: The following committees are the standing committees of the Academy: Conference Planning and Education, Constitution & Bylaws, Finance, Provider Health, Government Affairs, Membership, Nominations & Elections, Communications/Public Relations, Student Affairs, and Policy and Procedures.

Section 2: Ad hoc committees shall be designated by the President, Board of Directors, or on a majority vote of the general membership.

ARTICLE X: DUES AND ASSESSMENTS

Section 1: The amount of annual dues shall be determined by a 2/3 majority vote of the Board of Directors. Dues are waived for honorary members.

ARTICLE XI - STUDENTS

Section 1. Membership in the Academy shall be granted to Students registered in an ARC-PA or successor agency approved physician assistant training program.

Section 2. There will be at least one representative on the Student Affairs Committee from each physician assistant training program in the state. The Student Affairs Committee will serve to communicate Student activities to the Board while communicating Board activities to the Students.

Section 3. The Student Affairs Committee will elect a formal liaison to the Board of Directors to serve as Student Director. This member will have voting privileges on issues pertaining to the Academy but no vote on issues relating to the AAPA as per AAPA policy.

ARTICLE XII: JUDICIAL AFFAIRS

Section 1: The Board of Directors shall serve as the judicial body of the organization.

Section 2: The Connecticut Academy of physician Assistants has adopted the American Academy of Physician Assistants guidelines for ethical conduct of the physician assistant profession and all members of ConnAPA are urged to follow and abide by this code of ethics

Section 3: The Standard Code of Parliamentary Procedure (A. Sturges), shall be the parliamentary authority and reference for all matters of procedure not specifically addressed by these by-laws.

ARTICLE XIII: REGIONS

The Board of Directors shall define the five regions of the Academy. Members of the Academy will be considered to be a part of the Region that encompasses the town in which they reside.

ARTICLE XIV: REMOVAL AND RESIGNATION

Any officer or director may be removed, with or without cause, by a vote of the membership. Any officer may resign at any time by giving written notice to the Board of Directors or to the President.

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