



**Bylaws of the American College of Cardiology**

## ARTICLE I - Objectives

The mission of the American College of Cardiology is to advocate for quality cardiovascular care – through education, research promotion, development and application of standards and guidelines – and to influence health care policy.

## ARTICLE II - Membership

### Section 1

The membership of the College shall be of the following classes: Cardiac Care Associate, Fellow-in-Training, International Associate, Affiliate, Associate Fellow, Fellow, Emeritus, Master, Distinguished Fellow and Honorary Fellow. Only a Fellow, Fellow Emeritus, Distinguished Fellow and Honorary Fellow shall be privileged to use the letters "F.A.C.C." after his/her name. Only a Master shall be privileged to use the letters "M.A.C.C." after his/her name. Only Fellows, Distinguished Fellows and Masters shall be entitled to all the privileges of the College, including the privileges of voting and holding office. Other members shall be entitled to the other privileges of the College, with the exception of voting and holding office.

### Section 2

*Qualifications and Application for Membership - **Candidates Residing in the United States, U.S. Territories and Canada***

1. **Cardiac Care Associate** – A category of membership available for a registered nurse (RN), nurse practitioner (NP), clinical nurse specialist (CNS), physician assistant (PA), or clinical pharmacist who works in cardiovascular care and holds an appropriate license(s) and/or state certification(s) in the state or province in which he or she practices. This is a non-voting category of membership that can be appointed to committees, task forces and working groups. The category is ineligible to hold office.
2. **Practice Administrator** - A category of membership available for practice administrators within a cardiology practice. This is a non-voting category of membership that can be appointed to committees, task forces, and working groups. The category is ineligible to hold office.
3. **Fellow-in-Training** - Shall be currently engaged in a formal cardiovascular related training program in fulfillment of requirements for admission to an examination by a subspecialty board which holds membership in the American Board of Medical Specialties or the Bureau of Osteopathic Specialists of the American Osteopathic Association. Fellow-in-Training members will transition to the Affiliate category.
4. **Affiliate** - (a) Shall have satisfactorily completed a formal cardiovascular related training program in fulfillment of requirements for admission to an examination by a subspecialty board which holds membership in the American Board of Medical Specialties or the Bureau of Osteopathic Specialists of the American Osteopathic Association. (b) Lacking board certification, candidates are expected to provide evidence from the local community of having attained peer recognition as practicing cardiovascular specialists.
5. **Associate Fellow** - (a) Shall have board certification by a primary specialty board which holds membership in the American Board of Medical Specialties or the Bureau of Osteopathic Specialists of the American Osteopathic Association, plus evidence of formal cardiovascular training and other evidence from his/her community of having attained peer recognition as a consultant. (b) In lieu of the above, a candidate shall have made important scientific contributions and shall have devoted the major share of his/her efforts over a period of years to the cardiovascular field.
6. **Fellow** - (a) Shall have certification by both a primary specialty board and an applicable subspecialty board which holds membership in the American Board of Medical Specialties or the Bureau of Osteopathic Specialists of the American Osteopathic Association. (b) Lacking Board certification, candidates are expected to have made important scientific contributions over a period of years to a cardiovascular field. (c) The candidate shall provide evidence from his/her community that he/she is recognized by peers as a specialist or as a scientist.
7. **Emeritus Status** - A Fellow, Associate Fellow, or Affiliate of the College who is fully retired and is 65 or older or who has been a member of the College for more than thirty (30) consecutive years, is 60 years of age, and is fully retired, is eligible upon request to be named Emeritus. Such a status permits a waiver of national and applicable chapter dues and fees, but not the cost of the hard copy College journals.

8. **Master** - A Fellow of the College who has been active in the College for more than fifteen (15) years may be recommended to the Board of Trustees to be designated a Master of the American College of Cardiology (M.A.C.C.). Annually the Officers and Trustees of the College shall be asked individually to submit names of suggested nominees to the Awards Committee which, in turn, shall make its recommendation to the Board of Trustees. Additionally, past presidents are recognized as Masters. Election shall be by a majority vote of the Board of Trustees.
9. **Distinguished Fellow** - A Fellow of the College who has performed outstanding service in the interest of the College may be recommended to the Board of Trustees to be elected Distinguished Fellow. Annually the membership shall be asked to submit names of suggested nominees to the Awards Committee which, in turn, shall make its recommendation to the Board of Trustees. Election shall be by a majority vote of the Board of Trustees.
10. **Honorary Fellow** - Any qualified scientist or physician is eligible to become an Honorary Fellow. Annually the membership shall be asked to submit names of suggested nominees to the Awards Committee which, in turn, shall make its recommendation to the Board of Trustees. Election shall be by a majority vote of the Board of Trustees.
11. **Applications for Advancement:**
  - (a) Applications for advancement to Associate Fellowship shall be accepted for consideration by the Credentialing and Membership Committee when the candidate presents verification of successful completion of certification by a specialty board holding membership in the American Board of Medical Specialties or the Bureau of Osteopathic Specialists of the American Osteopathic Association.
  - (b) Applications for advancement to Fellowship shall be accepted for consideration by the Credentialing and Membership Committee when the candidate presents verification of successful completion of certification by a subspecialty board holding membership in the American Board of Medical Specialties or the Bureau of Osteopathic Specialists of the American Osteopathic Association, and other evidence from his/her community of having attained peer recognition.

### **Section 3**

#### ***Qualifications and Application for Membership - Candidates Residing Outside the United States, U.S. Territories and Canada***

The duration and quality of specialty and subspecialty training expected of the United States candidate is also expected of all applicants regardless of location. A detailed description of the scope of the training program in an institution regardless of location, submitted by the training program director is helpful to the Credentialing and Membership Committee.

1. **Cardiac Care Associate** – A category of membership available for a registered nurse (RN), nurse practitioner (NP), clinical nurse specialist (CNS) or physician assistant (PA), who works in cardiovascular care and holds an appropriate license(s) and/or certification(s) in the country in which he or she practices. This is a non-voting category of membership that can be appointed to working groups. The category is ineligible to hold office.
2. **Fellow-in-Training** – Shall be currently engaged in a formal cardiovascular related training program.
3. **International Associate** – A category of membership for other physician candidates. Candidates applying for International Associate will be recognized in their own country by having 1) completed medical professional education and training that is customary and recognized in the country, 2) have relevant licensure or certification for medical practice, OR academic or research appointment at a recognized institution, 3) have current membership in a recognized medical society in the country OR, present one letter of sponsorship from an ACC member.
4. **Fellow** - Those candidates applying for Fellowship should be recognized as clearly outstanding in their own country by 1) holding a leadership role as chief of cardiology; or Professor or Associate Professor or, 2) will usually have achieved an international reputation with a sizeable number of publications in cardiovascular related peer-reviewed journals. Candidates may have certification by both a primary and subspecialty board which holds membership in either the American Board of Medical Specialties or the Advisory Board for Osteopathic Specialists of the American Osteopathic Association.

5. **Applications for Advancement to Fellowship** - shall be accepted for consideration by the Credentialing and Membership Committee when the candidate presents verification of 1) holding a leadership role as chief of cardiology; or Professor or Associate Professor; or 2) achievement of a national reputation as documented by an additional number of publications in cardiovascular-related peer-reviewed journals; and can also verify increased recognition as an outstanding specialist within the cardiovascular community in which he or she is practicing; 3) or can present verification of successful completion of certification by a primary specialty board holding membership in the American Board of Medical Specialties or the Advisory Board for Osteopathic Specialists of the American Osteopathic Association.

#### **Section 4**

##### *Qualifications for Membership (General)*

Non-physician cardiovascular scientists may be accepted for membership in the College under the category deemed appropriate by the Credentialing and Membership Committee. The Candidate shall provide evidence from the community of recognition as a scientist.

The qualifications for International Associate and Fellowship may be waived by the Credentialing and Membership Committee in individual cases.

#### **Section 5**

##### *Application for Membership*

The process for becoming a Member shall be proposed through the Credentialing and Membership Committee.

#### **Section 6**

##### *Resignation and Removal*

A member may resign at any time by written notice to the Member Services Department of the College. In addition to the discipline procedures in Article XI of these Bylaws, a member shall be removed with approval of the Ethics Committee, upon action by the Board of Trustees, upon ceasing to meet the qualifications for membership set forth in Article III, Dues and Fees, Section 1 or 2, whichever is applicable.

### **ARTICLE III - Dues and Fees**

#### **Section 1**

Annual dues shall be required of all members of the College except Fellows-in-Training, Honorary Fellows, Distinguished Fellows and Emeritus. Additionally, Chapter dues shall be required for all members residing in a state or territory that has a Chapter. Annual dues, at one-half the current dues rate, shall be required of those members who have been granted reduced dues status, in accordance with criteria established by the Budget, Finance and Investment Committee.

#### **Section 2**

The amount of the annual dues shall be determined by the Board of Trustees.

#### **Section 3**

On the recommendation of the Budget, Finance and Investment Committee, and without publication thereof, annual dues may be waived in whole or in part for any member of the College. Further, a member at any age, if working less than 20 hours per week, can be granted reduced dues status in the College for up to two years. Reduced dues members shall be required to pay dues at one-half the current dues rate and will receive the College journal only by electronic delivery or pay cost of the hard copy journal. Reduced dues members must request in writing a continuation of such status after two years. Members who have ongoing need for a dues exemption (e.g., long term disability or illness) will be eligible for Emeritus Status.

#### **Section 4**

Dues shall be payable on January 1 of each year. A member who is delinquent in dues thereby loses all privileges of the College. A member whose dues are delinquent for a period of two years may be dropped from the roll of the College by action of the Board of Trustees. The College shall notify a member of such anticipated action days prior to dropping the member.

### **Section 5**

Any Fellow whose membership in the College has been terminated shall not append the F.A.C.C. designation to their name or claim or imply membership in the American College of Cardiology.

### **Section 6**

Any member dropped from membership because of delinquency or resignation may be considered for reinstatement **once**, utilizing one of the following provisions: a) To restore the original year of membership record, all unpaid dues will be paid in full and annual dues payments will be required thereafter; or b) to re-establish the membership record as of the current year, current year dues are required in full and annual payments will be required thereafter.

## **ARTICLE IV - Board of Trustees**

### **Section 1**

The Board of Trustees shall have fiduciary responsibility and be responsible for the governing policies of the College. The Board of Trustees shall have the power to make Bylaws for the governance of the College and to alter, change or amend such Bylaws.

### **Section 2**

The Board of Trustees shall consist of the officers of the College, the Chair of the Board of Governors, and such Fellows as may be elected at the annual meeting of the College. In addition, the Immediate Past Chair and Chair-Elect of the Board of Governors shall serve as ex officio members of the Board of Trustees. The Board of Trustees shall meet at least two times a year, one of such meetings to be held at the time of the annual meeting of the College.

### **Section 3**

The term of office of an elected Trustee shall be five years.

### **Section 4**

Four Trustees shall be elected at each annual meeting. In addition, Trustees shall be elected to fill the unexpired terms of members of the Board whose seats are vacated by death, by resignation or by the application of Section 9 of this Article IV. In that instance where a current member of the Board of Trustees is elected to an office, a Trustee shall be elected to fill his/her unexpired term.

### **Section 5**

No Trustee having served a full five-year term may be elected to succeed himself/herself. Trustees are limited to a single five-year term. Exceptions must be approved by the Board of Trustees.

### **Section 6**

The President shall serve as a Trustee for three years immediately following the expiration of his/her term of office as President.

### **Section 7**

Upon completion of his/her term of service as a Trustee, each Past President shall become an Honorary Trustee for life.

### **Section 8**

The Honorary Trustees may be invited by the President to attend any meeting of the Board of Trustees and to take part in its deliberations but may not vote.

### **Section 9**

Any voting member of the Board who fails to attend two consecutive regular meetings without valid written excuse shall be automatically dropped from the Board of Trustees.

## **ARTICLE V - Committees**

### **Section 1**

The standing committees of the College shall be the following: Budget, Finance and Investment Committee Bylaws Committee Credentialing and Membership Committee Ethics & Discipline Committee Executive Committee Governance Committee Nominating Committee

The President shall have the privilege of recommending to the Board of Trustees the formation of all special and ad hoc committees to honor the specific functions of the College.

### **Section 2**

All committees shall consist of a Chair and two or more Fellows of the College.

Immediately prior to taking office as President, the President-Elect shall have the privilege of recommending to the Board of Trustees the reappointment of committee members or the filling of vacancies on all committees or task forces as may be necessary to carry on the activities of the College. Vacancies which occur during the year shall be filled by the President.

### **Section 3**

The members of all standing and special committees shall hold office until their successors have been appointed. Committee members may serve up to two consecutive three-year terms. After a three-year hiatus from a given committee, members may be reappointed to that committee. Members of ad hoc committees shall hold office until the accomplishment of the purposes for which they were appointed.

### **Section 4**

When requested, Committee Chairs shall report at meetings of the Board of Trustees.

### **Section 5**

The Executive Committee of the Board of Trustees shall in each administration consist of the President, the President-Elect, the Immediate Past President, the Vice President, the Chair, Chair-Elect, Immediate Past Chair of the Board of Governors, and the Chair of the Budget, Finance and Investment Committee.

The Executive Committee shall have the following duties and responsibilities: (1) during the intervals between the meetings of the Board of Trustees, to exercise such powers as may be delegated to it by the Board of Trustees, except that it shall not have the power to elect anyone to any of the categories of membership, or to regulate initiation fees or annual dues; (2) make recommendations to the Board of Trustees as to matters of changes, extensions or revisions in College policy; (3) to receive and study reports of such committees as the Board of Trustees may direct; (4) to act as an advisory body to the President; (5) to keep a record of its proceedings and report the same to the Board of Trustees at the next succeeding meeting for its approval or disapproval; and (6) to hold its meetings at such place or places as it may from time to time determine. In addition, the committee may be called upon to meet at any time by the President of the College.

### **Section 6**

The Nominating Committee shall consist of a Chair and six (6) Fellows of the College. The Past President (once removed) shall serve as Chair of the Nominating Committee. Four (4) committee members shall be appointed by the President-Elect. Only Trustees with at least two years remaining to serve on the Board are eligible for appointment to the Nominating Committee. The other two (2) members of the committee shall be elected by the Board of Governors from its membership. Each member shall serve a two-year term. A minimum of five (5) members must be present to conduct business. No Fellows shall be eligible to serve a second consecutive term on this committee.

A call to the membership by the Secretary of the College shall be made by August 1 of each year requesting recommendations for nominees for the officers and Trustees to be elected at the next annual meeting.

The committee shall present to the Board of Trustees, at the fall meeting of the Board, the name of one nominee for each elective office. The Nominating Committee shall not nominate any of its members for elective office. This slate shall be circulated to the membership of the College no later than sixty (60) days prior to the annual meeting. In addition to the slate submitted by the Nominating Committee, other nominations for each elective office may be made by submitting such names in writing to the Secretary of the College for presentation to the membership at the annual meeting. Such nominations must be made in writing, stating clearly the qualifications of the candidate, thirty (30) days in advance of the annual meeting and must be signed by ten (10) Fellows of the College.

## **ARTICLE VI - Officers**

### **Section 1**

The officers of the College shall consist of a President, a President-Elect, an Immediate Past President, a Vice President, a Secretary and a Treasurer. The President-Elect, and the Vice President shall be elected at the annual business meeting of the College by the Members and each shall serve for a term of one year. The President-Elect shall enter upon his/her duties as President at the Convocation of the next annual meeting of the College following his/her election. The President-Elect shall be a Fellow of the College for a minimum of four (4) years prior to his/her election.

## **Section 2**

The President of the College shall preside at all regular business meetings of the College and at all Convocations for conferring certificates of Fellowship of the College. The President shall be the Chair of the Board of Trustees and the Executive Committee. The President shall preside at all regular and special meetings of the Board and the Executive Committee. The President or his/her designee shall be the principal spokesperson for the College. He/she shall be an ex officio member of each committee except the Nominating Committee. He/she shall have the right to call special meetings of the Board of Trustees, upon at least thirty (30) days' written notice to each Trustee. He/she may also convene an emergency meeting of the Board of Trustees provided all Trustees are given notice and at least two-thirds agree to hold such a meeting.

## **Section 3**

Any officer may be removed from office for cause by the affirmative vote of a majority of the Trustees at any annual, regular, or special meeting of the Board of Trustees.

## **Section 4**

If the office of President becomes vacant for any cause, the President-Elect shall immediately assume the office of President. If the unexpired term is less than six (6) months, he/she shall succeed to fill his/her own elected term at the end of the substitution period. If the unexpired term is longer than six (6) months, he/she shall be considered to have fulfilled a term as President; the Nominating Committee then functioning shall immediately recommend to the Board of Trustees, and the Board shall elect a President-Elect. During the temporary absence of the President, the President-Elect shall assume the duties of President Pro Tempore. If the President-Elect is not available, the Vice President shall serve as President Pro Tempore.

## **Section 5**

If for any reason the office of President-Elect becomes vacant, the Vice President shall assume the office of President-Elect. The Nominating Committee shall recommend to the Board of Trustees, and the Board shall elect a new Vice President.

## **Section 6**

The Vice President shall be assigned duties from time to time by the President and/or Board of Trustees.

**Section 7** A retired President shall not hold elective office but may be appointed by the incumbent President to serve in other capacities.

**Section 8** The Secretary shall attend all meetings of the Board of Trustees. The Chair of the Board of Governors shall serve as Secretary of the College. The Secretary shall cause to be preserved in record books the full and correct minutes of the proceedings of all such meetings. The Secretary shall be custodian of the corporate Certificate of Incorporation, Bylaws, and minute books. It shall be the duty of the Secretary to sign and execute all corporate documents and instruments whereupon his or her signature may be lawfully required. The Secretary shall also serve all notices required by law, these Bylaws, or by resolutions of the Board of Trustees and it shall be his or her duty to cause to be prepared and filed with appropriate bodies, official reports and documents required by law to be filed by nonprofit corporations. He or she shall also perform such other duties as may be delegated by the Board of Trustees.

## **Section 9**

The Treasurer shall keep or cause to be kept in books belonging to the College, complete and accurate accounts of all receipts and disbursements, resources and liabilities, and shall deposit all monies and funds and other valuable effects of the College, in the name of and to the credit of the College, in such depository or depositories as may be designated by the Board of Trustees. The Chair of the Budget, Finance and Investment Committee shall serve as Treasurer of the College. He or she shall disburse the funds of the College in payment of its obligations, taking proper vouchers and receipts for such disbursements. The Treasurer shall render to the Trustees at the meetings of the Trustees, or whenever otherwise requested, correct statements and reports showing the financial condition of the College. He or she may sign corporate documents and instruments as necessary.

## **Section 10**

The Board of Trustees shall appoint a Chief Executive Officer. Under the direction of the Board of Trustees, the Chief Executive Officer shall supervise the activities and business affairs of the College. In accordance with the policies established by the Board of Trustees, the Chief Executive Officer shall: (1) have responsibility and authority for all administrative operations and staffing associated with College activities within the budget approved by the Board of Trustees; (2) direct the executive offices of the College including maintaining all records; (3) oversee annual budget preparation and implementation, and the annual audit of the College finances according to fiscal policies established by the Board (4) perform such other duties as are assigned to him/her by the Board of Trustees; and (5) attend and report to the Board of Trustees at its regular sessions or whenever requested by the Board.

The administrative staff shall be bonded in such sum as may be designated and determined by the Board of Trustees, premium for same to be paid by the College.

## **ARTICLE VII - Meetings**

### **Section 1**

An annual meeting of the College shall be held for the election of Officers and Trustees and for the transaction of such other business as shall come before the meeting.

### **Section 2**

The College may participate in a scientific session devoted to the circulatory system at each annual meeting. Interim and regional meetings may be held at the discretion of the Board of Trustees. Clinical sessions shall be open to all qualified physicians, scientists, medical students, and non-physician health professionals.

### **Section 3**

A convocation for the purpose of conferring Fellowships, presenting awards, and such other functions as may be decided upon by the Board of Trustees, shall be held during each annual meeting.

## **ARTICLE VIII - Board of Governors**

### **Section 1**

The Board of Governors is an advisory committee to the Board of Trustees. The mission of the Board of Governors shall be to ensure bi-directional communication between the members of the College and its Leadership, while promoting the core missions of the College through actions at the Chapter, non-Chapter, and member level. The Board of Governors shall consist of all elected members and the Cardiac Care Associate Co-Chair from the Cardiac Care Associate Committee and the Fellow-in-Training Chair of the Fellow-in-Training Committee. The Governors shall be elected by the Board of Trustees in the following manner: It shall be the duty of the Board of Governors Steering Committee to present to the Board of Trustees the nominees for area Governors-Elect. The Board of Governors Steering Committee shall request that the current area Governors whose term of office will conclude in two years form committees of three consisting of themselves and the two Immediate Past Governors of the area or suitable substitutes selected by the Chair of the Board of Governors. The charge to the Governors' Committees shall be to select a slate of two (2) to three (3) individuals eligible and willing to serve as Governor-Elect for one year, then Governor for a three-year term. Securing less than two candidates for an election must be approved by the Board of Governors Officers. The Governors' Committees shall provide the Board of Governors Steering Committee with a brief biographical sketch on each candidate. The Governors' Committees shall forward information to the Fellows, Cardiac Care Associates, Affiliates, Associate Fellows, and Emeritus members of the College from the area wherein the nominees reside and obtain by ballot the choice of the Fellows for the next Governor-Elect of each such area. The ballot, which shall be returned directly to College Headquarters, shall provide opportunity for write-in nominations. The results of the polls shall be tabulated at College headquarters and then be forwarded to the Governors' Committees who will then recommend the next Governor-Elect, based on the nominee with the highest number of votes. In the case of a tie vote, the Governors' Committees shall review the credentials for each candidate receiving the highest number of votes and determine the winning nominee. This recommendation will then be forwarded to the Board of Governors Steering Committee for approval. The name of each nominee shall then be presented by the Board of Governors Steering Committee to the Board of Trustees at its fall meeting for election. The new Governors-Elect shall take office at the conclusion of the next Annual Scientific Session of the College. At the end of their one-year term as Governor-Elect, they shall, without further vote or deliberation, begin a three-year term as Governor.

Each Governor shall serve for three (3) years. No Governor who has served for three (3) years shall be eligible for re-election to succeed himself/herself. A Past Governor may be re-elected after having served if a period of three (3) years intervenes between his/her term of office and his/her re-election. When a Governor's position has been vacated by election to another office, death, or resignation, the President of the College shall appoint a Governor pro tempore to serve out the remaining term. This appointment shall be presented to the Board of Trustees for approval at its next regularly scheduled meeting. No member of the Board of Governors, with the exception of the Chair, Chair-Elect, and Immediate Past Chair of the Board of Governors, shall be a member of the Board of Trustees concurrently.

### **Section 2**

The officership of the Board of Governors shall consist of a Chair, Chair-Elect and Immediate Past Chair.

The Chair shall have completed a three-year term as governor immediately preceding his/her term as Chair. The nominations for these officers shall be the responsibility of the Nominating Committee of the Board of Governors. This committee shall be appointed annually by the Chair of the Board of Governors. The election of these officers shall take place at the meeting of the Board of Governors held during the annual meeting of the College.

### **Section 3**

Each area Governor shall be in effect the Membership Chair of his/her area. Governors assist the Credentialing and Membership Committee in the evaluation of candidates referred to him/her for recommendation. In those areas where Chapters exist, the Governors shall serve concurrently as Chapter President. In states/areas that have multiple Governors or those Chapters representing more than one state, the Governors will alternate the office of Chapter President, each serving an equal duration.

### **Section 4**

The Governor shall represent his/her constituency and participate in the Board of Governors as established in the Board of Governors roles and responsibilities agreement. The Governors roles and responsibilities shall be determined by the Board of Governors. Failure to fulfill these responsibilities is potential grounds for removal from office. If the Steering committee of the Board of Governors finds that a Governor has been delinquent in his duties, they may recommend removal of the Governor to the President and the American College of Cardiology Executive Committee. If over a 6 month period the Governor is still not fulfilling his/her duties, the ACC President, with approval of the American College of Cardiology Executive Committee, may remove them from office.

Any voting member of the Board who fails to attend two consecutive regular meetings without valid written excuse shall be automatically dropped from the Board of Governors.

## **ARTICLE IX - Chapters**

### **Section 1**

Chapters of the College may be organized under guidelines established by the Board of Trustees for the purpose of furthering the objectives of the College.

### **Section 2**

Chapters may be formed in a state, province or region where there is a Governor of the College.

### **Section 3**

Each Chapter shall be a not-for-profit corporation, with its Articles or Certification of Incorporation and Bylaws approved by the Board of Trustees of the College.

### **Section 4**

The College may terminate Chapter status if the Board of Trustees finds that the Chapter has engaged in activities detrimental to the best interests of the College. The Chapter shall be afforded an opportunity to be heard pursuant to such reasonable procedures as the Board of Trustees shall provide.

## **ARTICLE X - Parliamentary Procedures**

The latest edition of Roberts' Rules of Order shall govern parliamentary procedures at meetings of the Board of Trustees, Board of Governors, the annual business meeting of the College, and meetings of any of the various committees.

## **ARTICLE XI – Ethics and Discipline**

### **Section 1**

The College's Code of Ethics as approved by the Board of Trustees shall be the principles of ethics of the College and its members. Allegations of violations of these ethical principles may be brought in accordance with the procedures described in the College's Professional Conduct Program Procedures. Any member of the College may be disciplined or expelled for conduct which the Board of Trustees declares as offending the dignity of or countering the interests of the College. The following shall be grounds for automatic suspension of membership:

- (a) Conviction for a felony or

(b) Suspension or termination of the right to practice medicine in any state, province or country by reason of a violation of a medical practice act, other statute or governmental regulation.

### **Section 2**

After review and deliberation in accordance with the procedures described in the College's Professional Conduct Program Procedures, the Ethics & Discipline Committee shall make one of the following recommendations to the Board of Trustees:

- (a) *No disciplinary action is indicated.*
- (b) *Automatic disciplinary action is indicated.*
- (c) *Disciplinary action is indicated and recommended sanction.*

### **Section 3**

Disciplinary action, if it is recommended and imposed, shall take one of the following forms:

- (a) **Admonition** - A written notification, warning, or serious rebuke.
- (b) **Censure** - A written judgment, condemning the member's action as wrong. This is a firm reprimand.
- (c) **Probation** - A punitive action, for a stated period of time, during which a member is subject to the following: (i) loses the right to hold office or participate in a program; (ii) retains other privileges or obligations of membership; (iii) is observed by the College for continuing eligibility for membership; and (iv) shall be reconsidered by the Ethics & Discipline Committee at the end of the stated term.

At the end of the stated term of the probation, the Ethics & Discipline Committee shall, on its own motion, review the record and determine whether the probation shall be removed.

- (d) **Suspension** - A severe punitive action for an indefinite period during which the member is subject to the following: (i) removal of his/her name from the Membership Directory and from the mailing list of the College; (ii) if a Fellow, return of the Certificate to the College; (iii) obligation to pay non-member registration fee when attending ACC meetings; and (iv) relief from annual dues.

Suspension shall remain in force for an indefinite period, subject to petition for its removal. The Board of Trustees, in imposing a suspension, may set a minimum time before which no petition for removal may be entertained, or, if no such minimum is prescribed, no petition shall be received until five (5) years have elapsed from the effective date of the suspension.

A petition for removal of suspension shall be addressed to the Ethics & Discipline Committee which shall forward its recommendation for action by the Board of Trustees.

A petition for removal shall conclusively demonstrate that the suspended member meets the requirements for membership in the College in effect at the time of his/her first acceptance into membership, and that during the period of his/her suspension he/she has demonstrated a faithful adherence to the ethical principles of the College.

The Ethics & Discipline Committee shall consider the petition for removal when properly submitted according to rules it may from time to time prescribe. It may, at its sole discretion, hold hearing on the petition. If it is the decision of the Ethics & Discipline Committee to recommend removal, such decision shall be forwarded to the Board of Trustees for its vote; otherwise only the petitioner shall be notified of a denial by the Ethics & Discipline Committee.

If a petition for removal is denied by the Ethics & Discipline Committee, the suspended member may submit a new petition no earlier than twelve (12) months after the previous denial, unless the terms of the denial state otherwise.

There shall be no right of a suspended member to appear before the Board of Trustees. When suspension is lifted, the member is returned to full privileges and obligations of College membership.

(e) **Expulsion** - A permanent severance of relationship with the College. If a Fellow, the Certificate of Fellowship and all other indicia of Fellowship previously issued to him/her by the College must be returned forthwith to the College. He/she shall not hold himself/herself out as, or pretend to be, a Fellow of the American College of Cardiology, thereafter. He/she shall not be eligible for reapplication for membership in the College.

#### **Section 4**

Disciplinary action against a member or expulsion of a member from the College may be determined only by the affirmative vote of two-thirds of the members of the Board of Trustees present at a regular or special meeting. Members of the Board of Trustees who are members of the Ethics & Discipline Committee shall be disqualified from voting on any disciplinary action presented to the Board of Trustees. A quorum of the Board of Trustees must remain after excluding such members.

The provisions of this Section 4 shall not apply to automatic suspensions that become effective under Section 2(b).

#### **Section 5**

Information about a sanction imposed by the Board of Trustees shall be made available to the public and along with the general category of violation for the duration of the sanction. The final written disposition of the case shall be made available upon written request to ACC members. ACC Governors and/or Chapters shall be officially notified of all actions resulting in the probation, suspension or expulsion of an ACC member in that State.

#### **Section 6**

The Ethics & Discipline Committee shall consist of a Chair and six Fellows.

### **ARTICLE XII - Dissolution**

#### **Section 1**

No proposal for dissolution shall be considered unless in a regular annual meeting and after four weeks' notice in writing is given to each Fellow in good standing. A three-quarter vote of those present shall be required for the presentation to the total membership. The College shall not be dissolved while five percent of the Fellows in good standing dissent.

#### **Section 2**

In the event of the dissolution of the College, the assets of the College shall be distributed to an organization or organizations engaged in activities similar to those for which the College was established. Such determination shall be made by members of the College at an annual meeting.

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Nov. 20, 2000; BOT approved proposed bylaws for ACC 501 (c)(6).

March 17, 2001; BOT approved change to Art. III, Section 1 (free membership for fellows in training).

March 19, 2001; Bylaws approved by membership of the College at the annual business meeting.

July 15, 2001; BOT approved change to Art. IV, Section 5 (limiting Trustees to a single five-year term).

March 16, 2002; BOT approved International Associate category.

Nov. 16, 2002; BOT revised Emeritus category and eliminated Affiliate (Temporary) category.

March 29, 2003; BOT approved title change from EVP to CEO (Art.VI, Section 10). (This title change was effective in May 2001.)

July 2003; BOT approved changes to facilitate their approval in March 2003 of new membership category for cardiac care team members.

Dec. 19, 2003; BOT approved revised mission statement and approved changing name of Affiliates-in-Training to Fellows-in-Training.

Dec. 10, 2004; BOT approved changes to Inactive Status (Art.III, Sections 1 & 3).

March 5, 2005; BOT approved extending FIT membership to other countries (Art.II, Section 3).

March 10, 2006; BOT approved amendments to Article XI to conform to ACC's Code of Ethics and Professional Conduct Program procedures.

Aug. 6, 2006; BOT approved amendments to Article VI, Section 2, consistent with the Governance Task Force Report (dated November 17, 2005) and to ensure consistency among governing documents and policies.

February 11, 2007; BOT approved to eliminate the 18 month waiting period before applying for FACC (Art.II,Section 2)

February 11, 2007; BOT approved to eliminate the 2 year wait before applying for advancement in the College (Art.II, Section10)

March 23, 2007; BOT approved extending CCA membership to clinical pharmacists (Art.II, Section 2).

March 23, 2007; BOT approved a standing Governance Committee (Art.V, Section 1).

Dec. 11, 2007; BOT approved amendments to Art.VIII Board of Governors (BOG), including BOG mission statement, Governor removal clause, and extended BOG voting privileges to CCA, and other categories.