

# Bylaws of the ARA

## Article I NAME

The name of this organization shall be the Academy of Rehabilitative Audiology.

## Article II PURPOSE

The purpose of this organization shall be:

- a. To provide a forum for the exchange of ideas on, knowledge of, and experiences with habilitative and rehabilitative aspects of audiology.
- b. To foster and stimulate professional education, research, and interest in habilitative and rehabilitative programs for hearing impaired persons.
- c. To correlate all aspects of audiological endeavors for the welfare of those so impaired.
- d. To receive, use, hold, and apply gifts, bequests, and endowments for its operations.

## Article III MEMBERSHIP

SECTION A. Active and Associate levels of membership are defined as follows:

1. Active Members shall hold a graduate degree in audiology, language pathology, education of the hearing impaired, or allied fields, and shall have demonstrated interest and participation of at least three years post-graduate experience in or closely related to habilitative, rehabilitative, or educational programs for the hearing impaired. Applications for Active Membership must be supported by two letters from members of the Academy who represent different aspects of the applicant's academic and/or professional career. The Executive Committee shall have final authority to grant Active Membership status upon recommendation of the Membership Committee.
2. Associate Members shall hold a graduate degree in audiology, language pathology, education of the hearing impaired, or allied fields, and

shall have demonstrated interest and participation in activities closely related to habilitative, rehabilitative, or educational programs for the hearing impaired.

SECTION B. Both classes of membership shall be entitled to attend and participate in meetings, receive publications of the Academy, and serve on committees.

SECTION C. The right to vote, hold office, or chair committees shall be reserved to those who are active members.

SECTION D. Associate Members shall become Active Members after three years post-graduate experience in or closely related to habilitative, rehabilitative, or educational programs for the hearing impaired, and compliance with the provisions of Article III, Sections A and E.

SECTION E. Maintaining Active or Associate membership requires payment of dues and demonstrated involvement on an annual basis in the affairs of the Academy, its publications, or other relevant activities as defined by the Executive Committee.

#### Article IV OFFICERS

The officers shall be the President, the President-Elect, the Secretary, and the Treasurer. The term of office for the President and the President-Elect shall be for one year and for the Secretary and Treasurer shall be two years. The Secretary will be elected in even-numbered years and the Treasurer elected in odd-numbered years.

#### Article V DUTIES OF OFFICERS

The duties of officers shall be as follows:

a. The President shall act as presiding officer at regular and called meetings, shall appoint committees when necessary, shall be an ex-officio member of all committees, and shall carry out all other duties usually performed by the President. The President, subject to approval by the Executive Committee, shall appoint a Parliamentarian who shall be an advisory person to the officers.

b. The President-Elect shall serve as presiding officer in the absence of the President, shall act as Chairperson of the Program Committee, and shall succeed to the office of President the year following election.

c. The Secretary shall take minutes at all meetings, disseminate them to the membership, carry on correspondence deemed necessary by the President, serve as Chairperson of the Membership Committee, and serve

as Historian of the Academy. The function of the Historian is to organize and keep in the archives of the Academy all presidential correspondence, committee reports, minutes, and other documents. Except for minutes of committee meetings, the contents of the archives shall be privileged information.

d. The Treasurer shall receive all money from any source which shall belong to the organization, shall keep an accurate record of all receipts and expenditures, shall make a report of same to the Executive Committee, and serve as a member of the Membership Committee.

Article VI  
DUES

SECTION A. Annual membership dues and non-member subscription rates to the *Journal of the Academy of Rehabilitative Audiology* shall be determined by the Executive Committee.

SECTION B. Membership dues are payable on or before January 1 for that calendar year. Members whose dues have not been paid by the deadline date shall be dropped from membership. Reinstatement of membership shall be accomplished through reapplication.

SECTION C. In the case of new members accepted into membership after July 1, payment of dues will be for the next membership year.

Article VII  
EXECUTIVE COMMITTEE

SECTION A. The Executive Committee shall be composed of the four elected officers (President, President-Elect, Secretary, and Treasurer), the three most recently retired presidents of the Academy each serving for three years beginning at the time of retirement from office, and the Editor.

SECTION B. The general management of the Academy shall be vested in the Executive Committee during intervals between meetings of the membership. The Executive Committee shall perform regularly the ordinary duties of a board of directors and an executive committee of a non-profit corporation.

SECTION C. Regular meetings of the Executive Committee shall be held immediately before meetings of the membership of the Academy. Special meetings may be held upon call of the President or upon petition of the majority of the Executive Committee.

Article VIII  
COMMITTEES

SECTION A. *Appointments.* The President shall appoint from time to time with the approval of the Executive Committee such committees and committee chairpersons as deemed necessary and with such powers and for such purposes as may be designated by the Executive Committee. It shall be the duty of the President to outline these powers and purposes to these committees.

SECTION B. The standing committees of the Academy shall be:

1. *Program Committee.* The President-Elect shall serve as Chairperson. Additional Members may be appointed to the Program Committee for a term of one year at the discretion of the President. This committee will be responsible for planning programs of interest to the membership at all meetings of the Academy.

2. *Nominating Committee.* Shall be composed of three members: two designated by the President and approved by the Executive Committee, and the immediate past president who will serve as chairperson. No member may serve on the Nominating Committee for two consecutive years. Whenever possible the Nominating Committee shall prepare a dual slate of candidates for each office. The Nominating Committee shall honor nominations from the membership for any office when supported by five members of the Academy, providing such nominations are submitted to the Committee at least 90 days prior to the annual fall meeting. No member's name may be placed in nomination without the person's prior consent.

3. *Membership Committee.* Shall consist of the Secretary, Treasurer and one appointed member. The Secretary shall serve as chairperson. The Membership Committee will evaluate applications for membership and annual renewals according to the provisions of Article III of the By-Laws and such other regulations established by the Executive Committee, and shall annually publish a roster of members.

SECTION C. All committees, including the Editorial Board, will regularly report their deliberations and recommendations to the Executive Committee so that activities can be coordinated, policy formulated, and the membership informed.

Article IX  
ELECTIONS

Officers shall be elected by mail ballot by a plurality vote of those casting ballots. The deadline for the return of mail ballots to the Secretary of the

Academy shall be 15 days prior to the annual fall meeting of the Academy so that the new officers may be announced at that meeting. Elected officers shall take office at the beginning of the next calendar year.

Article X  
MEETINGS

There shall be two meetings per year of the Academy. One meeting shall take place at the time of the annual meeting of the American Speech and Hearing Association. The Executive Committee will determine the time and place of the second meeting. Special meetings of the Members shall be upon call of the President or upon request of the majority of the Executive Committee.

Article XI  
PUBLICATIONS

SECTION A. The official publication of the Academy will be the *Journal of the Academy of Rehabilitative Audiology*.

SECTION B. The Editor of the journal shall be appointed by the President and confirmed by majority vote of the Executive Committee. There shall be no limitation of tenure for this position.

SECTION C. The Editor shall name, subject to approval by the Executive Committee, an Editorial Board consisting of a minimum of three active members whose duty will be to assist the editor in soliciting, approving, and preparing articles and materials for publication. Editorial policy decisions will be made by the Editor with the advice of the Editorial Board. Editorial policy shall be consistent with the purposes of the Academy.

Article XII  
AMENDMENTS

A proposed amendment to the By-Laws may be submitted to the membership by the Executive Committee or by any Member in good standing. Amendments submitted at any business meeting will be voted upon by mail and returned to the Secretary within 3 months of the date of the business meeting. A simple majority of those ballots returned will be required to pass an amendment.

*Nov., 1975*