

## **Article 1: General**

SECTION 1. The American Society of Transplant Surgeons (henceforth known as the Society) shall be incorporated in the State of Oregon as a nonprofit scientific corporation. The powers of the corporation and of its directors and members and all matters concerning the conduct and regulation of the affairs of the corporation shall be subject to the provisions set forth in the articles of Incorporation and by these Bylaws.

SECTION 2. The Council (Article III) may adopt a seal and/or logo for the Society in such form as it deems appropriate.

## **Article 2: Purposes**

SECTION 1. The Society shall promote and encourage education and research with respect to organ and tissue transplantation so as to facilitate progress in the saving of lives and/or enhancing the quality of lives of patients afflicted with end stage organ failure.

SECTION 2. The Society shall collaborate with existing public and private organizations to promote and encourage education and research in Transplantation and will participate and assist in the coordination of efforts or formulation of programs by all surgeons, physicians, scientists, agencies and health personnel which will provide maximal efficiency and optimal benefit to recipients of transplants.

SECTION 3. The Society will receive, use, hold and apply funds, gifts, bequests and endowments or the proceeds thereof to any of the purposes described herein.

SECTION 4. Upon the dissolution of the corporation, the Council shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section (501) (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) as the Council shall determine.

## **Article 3: Board of Directors (Council)**

SECTION 1. The business and property of the Society shall be conducted by a Board of Directors who shall be designated the Council of the Society.

SECTION 2. The Council shall consist of nine Councilors-at-Large, President, President-Elect, two most recent Past Presidents, Secretary and Treasurer, as these offices are defined in Article V of these Bylaws.

SECTION 3. Councilors-at-Large shall serve without compensation and shall be elected as described below.

SECTION 4. The officers of the Society shall hold the same office within the Council and shall have been elected to office as described in Article V of these Bylaws.

SECTION 5. Councilors-at-Large must be active members in good standing at the time of their nomination, election and during their term of office.

SECTION 6. Councilors-at-Large, other than the initial councilors, shall serve for three years and until their successors are elected and qualified.

SECTION 7. Councilors-at-Large shall be divided into three classes of three each with the terms of the classes staggered at one year intervals. At the first annual meeting of the Membership of the Society following adoption of these Bylaws, one Councilor-at-Large will have their current term extended by one year. One Councilor-at-Large will be elected to serve a two year term. Three Councilors-at-Large will be elected to serve a three year term. At all subsequent meetings 3 Councilors-at-Large will be elected for a three year term.

SECTION 8. Councilors-at-Large may not succeed themselves without interruption unless they have served less than the three year term. Under no circumstances may they serve uninterruptedly for six years.

SECTION 9. Vacancies in the Council which may occur for any reason shall be filled by a successor appointed by a majority of the Council. Such an appointee shall serve until the next regular meeting of the Membership when a successor shall be elected to fill such office for any remaining term which may exist.

SECTION 10. Special meetings of the Council may be held at any time or place upon the call of the President or of any three council members. Regular meeting shall be held annually immediately preceding the annual meeting of the Society. Notice of meetings shall be given by mail or electronically to each Councilor not less than seven days before such meetings. Meetings may be held at anytime and place without notice if all Councilors are present or if those not present shall, in writing, before or after the meeting waive notice thereof. Councilors may waive notice by attendance in person or telephonically at a meeting.

SECTION 11. A majority of the Council shall constitute a quorum for the transaction of business. Presence at a meeting may be in person or telephonically.

SECTION 12. An action required or permitted to be taken at any meeting of the Council or of any committee thereof, may be taken without a meeting if a majority of the members of the Council or committee consent thereto in writing or by conference telephone call confirmed by written minutes submitted to the Society's Secretary, following written notice of the proposed action to all members of the Council or committee. All written consents and any dissenting views shall be filed with the minutes of the Council or committee as the case may be.

SECTION 13. The ASTS Executive Committee consists of six officers which are the current ASTS President, President Elect, Secretary, Treasurer, Immediate Past President and Past President. The Executive Committee may take action on behalf of the council between council meetings. Such action will be confirmed by written minutes submitted to the Society's Secretary and affirmed by the council at its next meeting.

#### **Article 4: Membership**

SECTION 1. The Membership of the Society shall consist of those individuals who were on the membership roll of the Society at the conclusion of its first meeting on May 23, 1975. They will be designated, Charter Members. All future members must be elected to membership as prescribed below.

SECTION 2. There shall be seven categories of membership: Regular Members, Senior Members, International Members, Honorary Members, Associate Members, Candidate Members and Trainee Members.

SECTION 3. Regular Membership: Regular membership shall be limited to surgeons, physicians and scientists residing within the United States or Canada who are actively engaged in transplantation. Surgeons shall be certified by American Boards or if recommended by the Membership Committee and approved by the Council, membership shall be granted for equivalent experience. Further surgical qualifications shall consist of completion of transplantation training in a program approved by the Society, or in certain instances upon recommendation of the Membership Committee with approval of the Council, membership may be granted for equivalent experience. Surgeon members shall have current active involvement as a staff member of a clinical transplant team for at least six months. Physicians shall have a minimum of one year of training in the practice of clinical transplantation after American Board Certification, or if recommended by Membership Committee and approved by the Council, membership shall be granted for equivalent experience. Physicians shall have current active involvement as a staff member of a clinical transplant team for at least six months. Non-physician scientists shall hold a doctoral degree (PhD, PharmD or DVM) and have demonstrated a committed interest by having had three years of postdoctoral activity in transplantation.

SECTION 4. Senior Members will not serve as Officers or on Committees of the Society, but will participate in all other functions of the Society. Senior Members will be those who so elect and others with special justification submitted in writing to the Committee on Membership to become Senior Members and approval of Council. Senior Members may attend annual meetings, may have a vote, and will have a reduction in dues as determined by Council.

SECTION 5. International Members shall have the same qualifications as a Regular Member except that these applicants shall be residents of countries other than the United States and Canada and shall have been invited to membership by the recommendation of three regular members to the Membership Committee and approved by the Council.

SECTION 6. Honorary Membership will be awarded to a person for a significant discovery or contribution of a focused body of work in the area of transplantation, immunobiology, or experimental and/or clinical

transplantation. Recipients of Honorary Membership should not, but may, be members of the American Society of Transplant Surgeons. Only members of the American Society of Transplant Surgeons may nominate one or more individuals for Honorary Membership with two additional member endorsers. The letter of nomination should explain in detail how the individual qualifies for this distinction. In addition, a curriculum vitae and reprints of the nominee's three most important references should be included. Unanimous approval by the Membership Committee and Council of the American Society of Transplant Surgeons is required for the candidate, as is a two-thirds vote of acceptance by the membership present at the annual meeting. No more than one Honorary Member per year shall be elected and the Honorary Member should be presented at the next American Society of Transplant Surgeons Annual Meeting to be officially elected. Honorary Members will not have the privilege of voting or holding office.

SECTION 7. Associate members shall include transplant administrators, advanced transplant providers and other allied health professionals directly involved in the care of transplant patients. Associate members must be sponsored by a full member of the ASTS. An associate member may participate as a liaison on each ASTS committee and may have liaison representation on the ASTS Council. An Associate member will not have voting privileges.

SECTION 8. Candidate members shall be limited to fellows in transplantation and/or individuals who would otherwise be Regular members, but have not yet met all the requirements for Regular membership at the time of application, but expect to meet all requirements of Regular membership within five years of application. A Candidate member may participate as a liaison on each ASTS committee and may have liaison representation of the ASTS Council. A candidate member will not have voting privileges. SECTION 9. Trainee members shall include medical students, residents, master's and doctoral students and post-doctoral fellows with an interest in transplantation. Trainee members will not have voting privileges.

Section 10. Regular members shall be eligible to hold office in the Society and may vote for election of officers and on all matters brought before the general membership. Regular or Candidate membership in all cases shall be gained by submission of a membership application and sponsorship by three Regular and/or Senior members of the Society with approval of the Membership Committee and Council and election by majority vote of the General membership via a quarterly ballot.

SECTION 11. Membership applications shall be reviewed by a standing committee as described in Article VI, and approved by the Council before being submitted to the general membership.

SECTION 12. Any membership can be terminated by the Council for conduct which in the sole judgment of the Council is injurious to the interests and welfare of the Society or for failure to pay dues two years in succession. Such termination shall require a two-thirds vote of the Ethics Committee, a two-thirds vote of the Membership Committee, and a two-thirds vote of the Council, after the member in question is afforded an opportunity to appear before the Ethics Committee, the Membership Committee and the Council and appeal for continuance of membership. SECTION 13. An annual meeting of the members of the Society shall be held at an hour and place to be fixed by the Council. Written notice of the meeting

shall be sent to all members of the Society not less than 30 days before the meeting. This meeting shall be conducted according to Roberts Rules of Order. At the annual meeting of the members all business as may properly come before the meeting shall be transacted by the membership. The agenda for the annual meeting shall be drawn up by the Council.

SECTION 14. Members may not vote by proxy.

SECTION 15. At any meeting of the members, properly called and noticed as required herein the number of persons appearing for said meeting shall constitute the quorum necessary for the transaction of the business of the meeting. Affirmation action of the membership on all matters shall consist of a majority of the members voting.

## **Article 5: Officers**

SECTION 1. The elected officers of the Society shall consist of a President, a President-Elect, a Secretary and Treasurer, all of whom must be active members in good standing at the time of their election and during the terms of their offices. They shall be elected by the general membership as prescribed by these Bylaws.

SECTION 2. All officers shall serve without compensation.

SECTION 3. The President shall be chief executive officer of the Society and will serve for only one year. Subject to the directions of the Council, s/he shall have and exercise direct charge of and general supervision over the business and affairs of the Society and shall perform all duties incident to the office of a president of a corporation, and such other duties as from time to time may be assigned by the Council. The first President of the Society shall be Dr. T. Starzl.

SECTION 4. The President-Elect shall succeed to the office of President upon completion by the President of his term in office or upon any earlier vacancy in the office of the President. The first President-Elect shall be Dr. F. Belzer.

SECTION 5. The Secretary shall be responsible for keeping the minutes of all meetings of the Council and of the membership of the Society and shall serve for three years; and shall see that all notices are duly given in accordance with the provisions of the law and these Bylaws; and shall oversee the keeping the membership records of the Society and be custodian of all contracts, assignments, and other legal documents and records. In general, the Secretary shall be responsible for all duties incident to the office of a Secretary of a corporation.

SECTION 6. The Treasurer shall also have charge of and be responsible for all funds, securities, receipts, and authorized disbursements of the Society and shall deposit, or cause to be deposited, in the name of the Society, all money or other valuable effects in such banks, or other depositories as shall from time to time be selected by the Council. The Treasurer shall serve for three years and shall render to the President and to the Council, whenever requested, an account of the financial condition of the Society;

and shall in any event report annually to the Council and membership and shall submit financial statements certified by any group of individuals chosen by the Council. In general, the Treasurer shall perform all the duties incident to the office of a Treasurer of a corporation.

SECTION 7. An audit of the Society's financial status shall be performed by an independent professional auditor yearly and the results of this audit reported to the membership at the annual meeting.

SECTION 8. The Historian shall be appointed by the President with the advice and approval of the Council for a term of four years, and subject to re-appointment by the President every four years. The Historian will be a non-voting member of the Council. The Historian will also act as an Archivist and maintain all documents and memorabilia associated with the establishment and function of the American Society of Transplant Surgeons on a continuing basis. The Historian will provide the council with an annual report of the proceedings of the Society in a narrative form with emphasis on historical highlights, including personal, social, and scientific events. The Historian will be directly responsible to the President in his functions.

SECTION 9. The Society shall be administered and managed by an Executive Director selected by and directly responsible to the Council. He/She shall be a non-elected, non-voting officer of the Society. The Executive Director shall perform such duties as may be specified by the Council and outlined in the employment contract.

SECTION 10. The Society shall indemnify the officers, directors, committee members and staff for acts undertaken within the scope of their authority in order to protect against personal liability.

#### **Article 6: Committees**

SECTION 1. Committees may be designated by the Council, by resolution, to function on behalf of the Council in a manner provided in the aforementioned resolution or resolutions or as prescribed in these Bylaws. Committees constituted by any other means shall not be recognized as representing the Society.

SECTION 2. Each committee shall have a chair and co-chair named by the President of the Society who will make appointments to committees except when committee composition is prescribed by these Bylaws.

SECTION 3. Minutes of all committee meetings shall be submitted to the Council for approval.

SECTION 4. There shall be a Membership and Workforce Committee consisting of nine members, each to serve three years. Three new members will be appointed to the Committee each year to replace the three out-going members.

SECTION 5. There shall be a Continuing Medical Education (CME) Committee consisting of twelve members, each to serve three years. Four new members will be appointed to the Committee each year to replace the four out-going members.

SECTION 6. There shall be an ASTS American Transplant Congress Planning Committee to focus on the work of the American Transplant Congress on behalf of the ASTS. The Committee will be represented by ten ASTS members to include a Chair, Co-Chair, Co-Chair Elect, six regular members and one associate member.

SECTION 7. There shall be a Nominating Committee consisting of the President, President-Elect, two most recent Past Presidents, and the six most senior Councilors-at-Large. Each committee member must adhere to an expanded conflict of interest policy that precludes a voting member of the committee from casting a vote for him/her self and/or casting a vote for/against a candidate from the same institution. The committee will review the nominations from the general membership and put forward a ballot to eligible voting members that contains six candidates for the three councilor positions, three names for the secretary or treasurer position and one name for the president-elect position.

SECTION 8. There shall be a Fellowship Training Committee consisting of twelve members, each to serve three years. Four new members will be appointed to the Committee each year to replace the four out-going members. SECTION 9. There shall be a Scientific Studies Committee consisting of nine members, each to serve three years. Three new members will be appointed to the Committee each year to replace the three out-going members.

SECTION 10. There shall be a Communications Committee consisting of twelve members, each to serve three years. Four new members will be appointed to the Committee each year to replace the four out-going members.

SECTION 11. There shall be a Committee on Thoracic Organ Transplantation consisting of six members, each to serve three years. Two new members will be appointed to the Committee each year to replace the two out-going members.

SECTION 12. There shall be an Ethics Committee consisting of nine members, each to serve three years. Three new members will be appointed to the Committee each year to replace the three out-going members.

SECTION 13. There shall be a Committee on Bylaws consisting of nine members, each to serve three years. Three new members will be appointed to the Committee each year to replace the three out-going members.

SECTION 14. There shall be a Committee on Standards and Quality consisting of nine members each to serve three years. Three new members will be appointed to the committee each year to replace the three out-going members.

SECTION 15. There shall be an ASTS/AST Joint Council. The ASTS representatives to the Joint Council shall be the President, Immediate Past President, Past President, President Elect, Treasurer and Secretary.

SECTION 16. There shall be a Curriculum Committee consisting of twelve members, each to serve three years. Four new members will be appointed to the Committee each year to replace the four-outgoing members..

SECTION 17: There shall be a Grants Review Committee consisting of nine members, each to serve three years. Three new members will be appointed to the committee each year to replace the three out-going members. SECTION 18: There shall be a Committee on Cellular Transplantation: This Committee will have nine members, each to serve three years. Three new members will be appointed to the committee each year to replace the three out-going members

SECTION 19: There shall be a Vanguard Committee consisting of nine members, each to serve three years. Two members shall be candidate members and seven shall be regular members of the ASTS, but who have been members less than five years at the time of their appointment. The chair and co-chair shall be regular members. Three new members will be appointed each year to replace the three out-going members. Candidate members will serve in an advisory capacity..

SECTION 20. There shall be a Reimbursement and Regulatory Compliance Committee consisting of nine members. Three new members will be appointed to the Committee each year to replace the three out-going members.

SECTION 21. There shall be a Legislative Committee consisting of six members each to serve three years. Two new members will be appointed to the Committee each year to replace the out-going members.

SECTION 22: There shall be a Government and Scientific Liaison Committee. The outgoing President will make appointments from the membership at large. The composition of the committee will consist of those members representing the ASTS to the identified Governmental and Scientific organizations.

SECTION 23: There shall be a Business Practice Services Committee. The Committee shall consist of nine members each to serve three years. Three new members will be appointed to the Committee each year to replace the out-going members.

SECTION 24: There shall be an Advanced Transplant Providers Committee consisting of nine members, each to serve three years. Three new members will be appointed to the Committee each year to replace the three out-going members.

SECTION 25: There shall be a Living Donation Committee consisting of nine members, each to serve three years. Three new members will be appointed to the Committee each year to replace the out-going members.

SECTION 26: There shall be a Vascularized Composite Allograft Committee consisting of nine members, each to serve three years. Three new members will be appointed to the Committee each year to replace the out-going members.



SECTION 27: There shall be a Diversity Issues Committee consisting of twelve members, each to serve three years. Four new members will be appointed to the Committee each year to replace the four outgoing members.

SECTION 28: There shall be an Investment Committee consisting of the Treasurer, Immediate Past President and up to four Councilors-at-Large to be appointed by the Executive Committee on an annual basis.

### **Article 7: Amendments to Bylaws**

SECTION 1. These Bylaws may be amended by a recommendation of the Council to the membership. The change in Bylaws will become effective upon an affirmative vote of two-thirds of the members voting at a meeting of the membership.

Adopted by the Founders of the  
American Society of Transplant Surgeons  
May 22, 1975, Chicago, Illinois

Modified at the Sixth Annual Meeting of the  
American Society of Transplant Surgeons  
June 4, 1981, Chicago, Illinois

Modified at the Tenth Annual Meeting of the  
American Society of Transplant Surgeons  
May 31, 1984, Chicago, Illinois

Modified at the Eleventh Annual Meeting of the  
American Society of Transplant Surgeons  
May 22, 1985, Chicago, Illinois

Modified at the Twelfth Annual Meeting of the  
American Society of Transplant Surgeons  
May 29, 1986, Chicago, Illinois

Modified at the Thirteenth Annual Meeting of the  
American Society of Transplant Surgeons  
May 28, 1987, Chicago Illinois

Modified at the Fourteenth Annual Meeting of the  
American Society of Transplant Surgeons  
June 2, 1988, Chicago Illinois

Modified at the Fifteenth Annual Meeting of the  
American Society of Transplant Surgeons  
June 1, 1989, Chicago, Illinois

Modified at the Sixteenth Annual Meeting of the  
American Society of Transplant Surgeons  
May 31, 1990, Chicago, Illinois

Modified at the Seventeenth Annual Meeting of the  
American Society of Transplant Surgeons  
May 30, 1991, Chicago, Illinois

Modified at the Eighteenth Annual Meeting of the  
American Society of Transplant Surgeons  
May 28, 1992, Chicago, Illinois

Modified at the Nineteenth Annual Meeting of the  
American Society of Transplant Surgeons  
May 20, 1993, Houston, Texas

Modified at the Twenty Second Annual Meeting of the  
American Society of Transplant Surgeons  
May 30, 1996, Dallas, Texas

Modified at the Twenty Third Annual Meeting of the  
American Society of Transplant Surgeons  
May 15, 1997, Chicago, Illinois  
Article IV, Section 9

Modified at the Twenty Fourth Annual Meeting of the  
American Society of Transplant Surgeons  
May 12, 1998, Chicago, Illinois  
Article IV, Section 11

Modified by vote of Membership of the  
American Society of Transplant Surgeons  
January 7, 1999  
Article II, Sections 1, 2  
Article IV, Sections 2,3,4,5,8,9

Modified by vote of Membership of the  
American Society of Transplant Surgeons  
May 14, 2000  
Article VI, Section 18

Modified by vote of the Membership of the  
American Society of Transplant Surgeons  
April 30, 2002  
Article IV, Section 7  
Article VI, Section 19, 20

Modified by vote of Membership of the  
American Society of Transplant Surgeons  
June 2, 2003  
Article VI, Section 6, 15, 21

Modified by vote of Membership of the  
American Society of Transplant Surgeons  
May 17, 2004  
Article III, Section 13  
Article IV, Section 4  
Article IV, Section 5  
Article VI, Section 22

Modified by vote of Membership of the  
American Society of Transplant Surgeons  
May 23, 2005  
Article IV, Section 2  
Article IV, Section 7  
Article VI, Section 8

Modified by vote of Membership of the  
American Society of Transplant Surgeons  
May 8, 2007  
Article IV, Section 3  
Article VI, Section 5, 6, 10, 16, 17, 21, 22, 23, 24

Modified by vote of Membership of the  
American Society of Transplant Surgeons  
January 26, 2008  
Article III, Section 7

Modified by vote of membership of the  
American Society of Transplant Surgeons  
January 26, 2008  
Article VI, Section 25

Modified by vote of membership of the  
American Society of Transplant Surgeons  
June 3, 2008  
Article IV, Section 7  
Article VI, Section 7

Modified by vote of membership of the  
American Society of Transplant Surgeons  
June 2, 2009  
Article VI, Section 26

Modified by vote of membership of the  
American Society of Transplant Surgeons  
May 4, 2010  
Article VI, Section 25  
Article VI, Section 27  
Article IV, Section 7

Modified by vote of membership of the  
American Society of Transplant Surgeons  
May 3, 2011  
Article VI, Section 7  
Article VI, Section 14

Modified by vote of membership of the  
American Society of Transplant Surgeons  
June 5, 2012  
Article III, Section 13 – provides for the executive committee to act on behalf of council in between meetings  
Article IV, Section 2 and Section 9  
Article IV, Section 3  
Article IV, Section 7  
Article IV, Section 10  
Article IV, Section 15  
Article V, Section 9  
Article V, Section 10  
Article VI, Section 2  
Article VI, Section 4  
Article VI, Section 5  
Article VI, Section 6  
Article VI, Section 11  
Article VI, Section 14  
Article VI, Section 17  
Article VI, Section 21  
Article VI, Section 26  
Article VI, Section 27  
Article VI, Section 28