Canadian Association of Pathologists/Association Canadienne des Pathologistes (CAP-ACP) Section of General Pathology

Mission Statement

The Section of General Pathology will advance the interests of General Pathologists and General Pathology Residents in Canada.

Goals and Objectives

1. Advocate for General Pathology both within the Canadian Association of Pathologists/Association Canadienne des Pathologistes (CAP-ACP) and with external organizations including the Royal College of Physicians and Surgeons of Canada.

2. Improve laboratory medicine in Canada through the support of rural and community pathologists and by increasing educational opportunities in these centres.

3. Provide opportunities for general pathology training, presentation of research, exchange of ideas, and promulgation of employment opportunities at the CAP-ACP Annual Meeting.

4. Promote General Pathology as a career choice among medical students in Canada.

Bylaws

1. Members – Eligibility and Privilege

   a. Members of the Section may belong to any of the categories of CAP-ACP (Association) Membership and will have associated voting privileges as stipulated by the Association by-laws, provided they have applied for Membership in the Section in writing, including electronic mail.
2. Members – Applications and Admission

a. An application to become a Member of the Section shall be made in writing or by electronic mail to the Secretary who shall forward the application to the Vice-Chair.

b. The Vice-Chair shall review all applications. The Vice-Chair shall be empowered to approve all applications, if in order, for Section Membership on an interim basis until ratified at the next Annual General Meeting (AGM) of the Section or by electronic voting with at least fourteen (14) days’ notice as timing permits.

c. Membership in the Section shall be ratified by a two-thirds (2/3) majority vote of Ordinary Members present at an AGM or participating in an electronic vote.

d. If an application is rejected by the Section Executive or the Section Members at an AGM, the applicant shall be promptly notified of the decision and its basis, by the Secretary. The applicant may reapply for Membership in the following year, if there is any change in his/her status.

3. Executive

a. The Executive is composed of Officers that include the Chair, Vice Chair, Past Chair, Secretary, two (2) Members-at-Large, and any other Member of the Association co-opted in an ex-officio capacity under section 3g.

b. At the AGM or by electronic voting with at least fourteen (14) days’ notice, the Section shall elect from amongst its Members a Chair, Vice Chair, Secretary and two (2) Members-at-Large. The Secretary of the Association shall be notified of the names and addresses of the elected officers.

c. All the Executive Members with the exception of Members-at-Large are elected for a one (1) year term in a given position. At the end of this term, they will be eligible for progression through the remaining positions as stipulated in section 3e. Members-at-Large are limited
to two (2) terms not exceeding four (4) years from the date of initial appointment.

d. Under normal circumstances, the Executive Members shall progress through the committee positions to ensure continuity, such that the Chair becomes Past Chair, and the Vice Chair becomes Chair.

e. General Members are eligible for election as Members-at-Large, Secretary and any other positions that become vacant if the usual progression through the executive positions is not possible due to unforeseen circumstances.

f. A call for nominations will be sent out to allow two (2) months’ time for nominations of either self or others, and a vote will be either by electronic mail or at the AGM should the timing be appropriate.

g. The Executive shall exercise all powers and duties delegated to it by the Section and may co-opt any Member onto it in an ex-officio capacity.

h. Meetings of the Executive may be held at any time and place on a direction by the Chair or on a requisition in writing by two (2) Members of the Executive. The Secretary shall, upon receipt of such a direction or requisition, summon a meeting of the Executive by notice served on the several Members of the Executive at the electronic mail address provided by each for such purpose. At least fourteen (14) days' notice shall be given of any such meeting of the Executive. Any three (3) Members of the Section Executive shall constitute a quorum. Teleconferencing, electronic mail and other social media can be considered acceptable as meeting formats for the Executive committee.

i. The Chair shall be entitled to a vote at meetings of the Executive. In the case of an equality of votes at meetings of the Executive, the matter shall be resolved by ordinary Members of the Section by electronic vote with at least fourteen (14) days' notice or at the AGM.

j. The Executive shall not receive remuneration for their services.
k. Meetings of the Executive shall ordinarily be held at the time of the Annual Meeting of the Association. Additional meetings, as required, shall ordinarily be conducted by teleconference.

l. The Executive must all be Members of the Association (active or emeritus), in good standing.

m. The Section is represented on the Council of the Association by the Chair of the Section, or another officer as alternate. Each Section shall have one vote at Council.

4. By-law Amendments

a. The by-laws may be altered or amended by a two-thirds (2/3) majority vote of the Members present at the AGM or by electronic mail.

b. Proposed changes shall be submitted to the Secretary in writing, at least ninety (90) days before such meeting/electronic mail vote and shall be circulated by electronic mail to all Members at least thirty (30) days before the date of such meeting, provided that the enactment, appeal or amendment of such by-law shall not be enforced or acted upon until the approval of Association Executive has been obtained.

c. Notwithstanding the above, the Executive shall have the discretionary power to make minor changes of a grammatical, editorial, gender, plurality, or administrative nature that do not impact on the basic intent of the by-laws without regular Membership approval.

5. Activities

a. The Section shall hold its AGM in conjunction with the annual meeting of the Association. It may hold other meetings as its Section Executive deems necessary, provided that five (5) Members request a meeting in writing or electronic mail addressed to the Secretary.
b. The Section shall operate within the framework of the purposes, objectives, and aims of the Association and shall not express opinions on behalf of the Association without the prior written approval of the Executive of the Association. Notwithstanding the foregoing, the Section shall be autonomous insofar as election of officers, and internal organization.

c. The Section shall provide an annual report of their activities to the Executive of the Association.

6. Committees and Programs

a. Specific goals and objectives of the Section may be delivered through the activities of permanent committees, ad hoc committees or programs as needed. The terms of reference for the above standing committees/subcommittees/programs shall be developed by the designated committee/subcommittee/program chairs in consultation with and the approval of the Executive.

7. Suspension

a. If the Section becomes inactive, fails to hold at least one meeting annually, or initiates policies or actions that are detrimental to the Association, the circumstances will be discussed by the Executive of the Association which may appoint a new slate of officers or may make a recommendation to dissolve the Section to the Association AGM, and the Section may be suspended until such meeting.

Reviewed May 2, 2016.