

WESTERN SECTION

AMERICAN UROLOGICAL ASSOCIATION, INC.



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**ARTICLES OF INCORPORATION UNDER
THE GENERAL NOT FOR PROFIT CORPORATION ACT OF
THE WESTERN SECTION OF THE AMERICAN UROLOGICAL ASSOCIATION, INCORPORATED**

We, the undersigned, Charles M. Stewart, 2010 Wilshire Blvd., Los Angeles 57, California, James Ownby, Jr., 516 Sutter Street, San Francisco, California, and John Dorsey, 125 East 8th Street, Long Beach 13, California, being natural persons of the Age of twenty-one years or more and citizens of the United States, for the purpose of forming a corporation under the "General Not For Profit Corporation Act" of the State of Missouri, do hereby adopt the following Articles of Incorporation:

FIRST: The name of the Corporation is: **WESTERN SECTION OF THE AMERICAN UROLOGICAL ASSOCIATION, INCORPORATED.**

SECOND: The period of duration of the Corporation is: PERPETUAL.

THIRD: The address of its initial registered office in the State of Missouri is: 610 Security Building, 319 North 4th Street, St. Louis 2, Missouri, and the name of its initial registered agent at such address is Urban C. Bergbauer, Jr.

FOURTH: The Board of Directors shall be fourteen (14) in number, the names and addresses of the first Board of Directors being as follows:

Charles M. Stewart 2010 Wilshire Blvd. Los Angeles 57, California	Frederick D. Conroy 834 Tegler Bldg. Edmonton, Alberta, Canada	Herman I. Riddell 2010 Wilshire Blvd. Los Angeles 57, Calif.
James Ownby, Jr 516 Sutter Street San Francisco, California	Tate Mason 11189 th Avenue Seattle 1, Washington	H. Verrill Findlay 2324 Bath Street Santa Barbara, CA
Lorne G. Wood 801-925 W, Georgia St. Vancouver 1, BC, Canada	Robert A. Burns Woodland Clinic 650 3 rd Street Woodland, CA	John A. Shaw Billings Clinic PO Box 2555 Billings, Montana
John W. Dorsey 125 East 8th Street Long Beach 13, CA	Morrell Vecki 450 Sutter Street San Francisco, CA	Clarence Hodges Univ. of Oregon, Med. School Portland 1, Oregon

FIFTH: The purposes for which the Corporation is organized are:

- (a) To benefit the general welfare by encouraging the study and maintaining the highest standards for urological education, practice and research.
- (b) To perpetuate the history and traditions of urological art, science and ethics.
- (c) To encourage contributions to scientific literature pertaining to urology and to freely disseminate this information by submitting to the *Journal of Urology* for Publication, papers presented in the scientific session of each annual meeting.
- (d) To foster, support and aid scientific research in the field of urology.
- (e) To join with other sections throughout the country to make up the American Urological Association, Incorporated and to further the objectives of the national association in maintaining the highest possible standards for urological advancement and the continuation of the public welfare.
- (f) Any income received by this corporation shall be applied exclusively for the purposes and objectives of the corporation. No part thereof shall ever inure to the personal benefit of any member of individual nor shall it ever be used for political propaganda purposes.
- (g) Upon the dissolution of the Corporation, any surplus of assets remaining after all the debts and obligations of the Corporation have been paid and satisfied shall not either directly or indirectly inure to the benefit of any member or individual but all such assets shall be expended in their entirety for the purposes of the Corporation.

SIXTH: The membership of the Corporation shall be composed of physicians and other scientists who have contributed to the practice of this branch of medicine science. They shall be of the following classification:

- (a) Active Members
- (b) Associate Members
- (c) Senior Members
- (d) Honorary Members
- (e) Commissioned medical officers of the United States Army, the United States Navy, the United States Air Force, or the United States Public Health Service
- (f) Corresponding Members
- (g) Inactive Members
- (h) Affiliate Members

Only Active, Associate and Senior Members have the right to vote. Only Active and Senior Members will vote on affairs pertaining to the American Urological Association, Incorporated.

- SEVENTH:** The officers of the Corporation shall be a President, President-Elect who shall act as Vice-President, immediate Past President, a Secretary, a Treasurer, and a Historian, and such other officers as may be determined from time to time as set forth in the By-Laws of the Corporation. The office of the Secretary and Treasurer may be combined as one office at the discretion of the Board of Directors.
- EIGHTH:** The Board of Directors shall consist of the President, President-Elect, immediate Past President, Secretary and Treasurer and one member from each of the geographical subdivisions as defined in the By-Laws of the Corporation and who shall be elected at the annual business meeting as provided for in the By-Laws. The Section representative to the Board of Directors of the American Urological Association, Inc. (or his duly elected alternate), shall be an ex-officio member of the Board of Directors. Each member of the Board of Directors shall have one vote and six members shall constitute a quorum for the transaction of business.
- NINTH:** The Corporation may have such standing committees as are deemed necessary and proper as set forth in the By-Laws.
- TENTH:** Amendments to the Articles of Incorporation: Amendments to the Articles of Incorporation can be made in accordance with the By-Laws of the Corporation.

Charles M. Stewart
James Ownby, Jr.
John W. Dorsey

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

SS

I, H.E. Hammer, a Notary Public, do hereby certify that on the 16th day of January, 1961, Charles M. Stewart personally appeared before me and being first duly sworn by me acknowledged that he signed as his free act and deed the foregoing document in the respective capacity therein set forth and declared that the statements therein contained are true, to his best knowledge and belief.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year above written.

H.E. Hammer
Notary Public

My Commission expires: 6/19/64

STATE OF CALIFORNIA
COUNTY OF SAN FRANCISCO

SS

I, Vida L. Herold, a Notary Public, do hereby certify that on the 17th day of January 1961, James Ownby, Jr., personally appeared before me and being first duly sworn by me acknowledged that he signed as his free act and deed the foregoing document in the respective capacity therein set forth and declared that the statements therein contained are true, to his best knowledge and belief.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year above written.

Vida L. Herold
Notary Public

My Commission expires: 9/12/64

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

SS

I, Michael Luby, a Notary Public, do hereby certify that on the 13th day of January 1961, John W. Dorsey personally appeared before me and being first duly sworn by me acknowledged that he signed as his free act and deed the foregoing document in the respective capacity therein set forth and declared that the statements therein contained are true, to his best knowledge and belief.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year above written.

Michael Luby
Notary Public

My Commission expires: 5/5/63

BY – LAWS

ARTICLE I

Membership

Section 1 An applicant for membership must be a resident of the Western Section which consists of the states of Alaska, Arizona, California, Hawaii, Idaho, Montana, Nevada, Oregon, Utah, Washington and Wyoming; the provinces of Alberta, British Columbia and Saskatchewan in the Dominion of Canada, and the Pacific Island possessions of the United States of America.

Section 2 Active Membership

(a) Requirements

- (1) Certification by the American Board of Urology, Inc. or the Royal College of Surgeons of Canada.
- (2) Limitation of the applicant's practice entirely to the specialty of urology for at least one (1) year within the geographical area of the Western Section.
- (3) Certification in writing by the applicant that he/she has read, understands and agrees to abide by the By-Laws of the Western Section.
- (4) Possession of an unlimited license to practice medicine and surgery in the State, Province or Country of residence, and possession of an M.D. or D.O. degree.
- (5) In special instances, the Board of Directors may waive a qualification or requirement and recommend for active membership a Urologist whose position and achievement, in its opinion, warrants such action.
- (6) The Board of Directors may waive all or part of the requirements for Active Membership for individuals who have been certified or recertified by the American Board of Urology within the past 18 months.
- (7) If an Active Member fails to become recertified as required by the American Board of Urology (or other certifying board) he/she shall be transferred to Associate Member status.
- (8) If an Active Member becomes decertified by the American Board of Urology (or other certifying board) he/she shall be automatically dropped for non-compliance with AUA and Section bylaws, pursuant to expulsion and reinstatement policies.

(b) Procedure

- (1) Applications for Active Membership shall be made upon forms approved by the Board of Directors provided by the Secretary. Application and the initiation fee must be received by the Secretary at least ninety (90) days before the date of the Annual Meeting where action is to be taken.
- (2) An applicant for Active Membership shall be sponsored by two (2) Active or Senior Members of the Western Section, both of whom must be personally familiar with the applicant and his/her professional, moral and ethical standards, and the applicant shall be responsible for adequate documentation of his/her ethical, moral and professional standards. This documentation shall include confidential letters to the Secretary from the sponsoring members. Additional information may be requested by the Membership Committee or the Board of Directors when deemed appropriate. The applicant agrees to hold blameless the institutions or individuals who in good faith respond to such an inquiry.
- (3) The names of the applicants completing applications for Active Membership at least ninety (90) days before the Annual Meeting shall be published in the Official Program of the Annual Meeting under the legend, "Applicants for Active Membership".
- (4) At the Annual Meeting, after approval by the Membership Committee, applicants endorsed by the Board of Directors shall be recommended for election to Active Membership. Their names shall be published in the Official Program.
- (5) Applicants who receive a majority vote of the Active, Senior and Associate members present and voting at the Annual Business Meeting will be elected to Active Membership. An Applicant who fails to receive the required majority vote shall be informed and advised of his/her rights to reapply.
- (6) Mandatory AUA Membership: All Western Section AUA voting members shall be members of the American Urological Association. Individuals receiving verification of dual membership must respond within sixty (60) days to the Section and the AUA to confirm acceptance.

(c) Transfer of Membership

Active Members of other Sections of the American Urological Association who move to the geographical area of the Western Section, who are in good standing, may apply for transfer of membership upon request. The Membership Committee or the Board of Directors of the Western Section may request that applicants document their ethical, moral and professional standards. After certification by the Secretary of the former Section and transfer of the applicant's dossier he/she will become an Active Member following approval by the Membership and Board of Directors at the next Annual Meeting. Such applicant's names shall be published in the official program under the legend, "Applicants for Transfer of Membership".

Section 3 Associate Membership

(a) Requirements

- (1) Graduation from an acceptable medical school with receipt of an M.D. or D.O. degree.
- (2) Postgraduate Training in hospitals approved by the Joint Commission on Accreditation of Health Care Organizations, or its or its equivalent. This must include completion of an approved urological residency.
- (3) Eligibility for certification by the American Board of Urology, Inc. or the Royal College of Surgeons of Canada.
- (4) Limitation of the applicant's practice entirely to the specialty of urology for at least one (1) year within the geographical area of the Western Section.
- (5) Certification in writing by the applicant that he/she has read, understood, and agrees to abide by the By-Laws of the Western Section.
- (6) Individuals who have successfully completed the qualifying examination (Part I) of the American Board of Urology shall be offered Associate membership. Membership extends to all other Sections of the AUA and AUA Candidate Members in good standing.
- (7) Possession of an unlimited license to practice medicine and surgery in the State, Province or Country of residence.
- (8) In special instances, the Board of Directors may waive a qualification or requirement and recommend for associate membership a Urologist whose position and achievement, in its opinion, warrants such action.

- (b) Procedure
- (1) The procedure for obtaining Associate Membership shall be the same as that for Active Membership except as occurs under Section 3(a)(6).
 - (2) The names of applicants for Associate Membership shall be published in the Official Program under the legend, "Applicants for Associate Membership".
 - (3) At the Annual Meeting after approval by the Membership Committee and payment of the initiation fee, applicants endorsed by the Board of Directors shall be recommended for election to Associate Membership. Their names shall be published in the Official Program.
 - (4) Applicants who receive a majority vote of the Active, Senior and Associate Members present and voting at the Annual Business Meeting will be elected to Associate Membership.
 - (5) Advancement to Active Membership.
An Associate Member who meets all the requirements for Active Membership and who desires advancement to Active Membership shall make such a request to the Secretary in writing at least ninety (90) days prior to the Annual Meeting. His/her name will be published in the Official Program under the legend, "Applicants for Election to Active Membership" and be voted on and elected according to Article 1, Section 2, (b), (5).

Section 4 Senior Members

- (a) Active Members in good standing in the Section and AUA are eligible for Senior Membership provided they have been Active Members:
 - 1) for twenty-five (25) years in either the Section or AUA *and* have reached the age of sixty-five (65) or;
 - 2) with 20 years of service *and* are retired or;
 - 3) who are permanently disabled. Written application shall be made to the Secretary.
- (b) Past Presidents may, upon request, become Senior Members.
- (c) Other Active Members, who through exceptional circumstances have been prevented from qualifying for Senior Membership, may become Senior Members at the discretion of the Board of Directors.
- (d) Associate Members in good standing in the Section and AUA are eligible for Senior Membership provided they have been Associate members:
 - 1) for twenty-five (25) years in either the Section or AUA *and* have reached the age of sixty-five (65) or;
 - 2) with 20 years of service *and* are retired or;
 - 3) who are permanently disabled. Written application shall be made to the Secretary.
- (e) Senior Members shall be exempt from the payment of dues.
- (f) The Secretary shall present to the Board of Directors for their action on the list of names of Active Members who are eligible and desire to become Senior Members.

Section 5 Corresponding Members

- (a) Urologists who practice in areas beyond the geographic boundaries of the Western Section American Urological Association and who would otherwise qualify for active membership may apply for corresponding membership.
- (b) The application for corresponding membership shall be carried out in the same manner as application for active membership as outlined in Article 1, Section 2, (b).
- (c) An applicant must be recommended by the Membership Committee which shall at its discretion, submit the applicant's name to the members at the Annual Business Meeting.
- (d) Applicants for Corresponding Membership shall be elected if they receive a majority vote of the members present and voting.
- (e) Corresponding members are not eligible for office nor do they have a right to vote.
- (f) All corresponding members will be required to pay an initiation fee and annual dues.
- (g) Corresponding members who relocate their practices within the geographic limits of the Western Section must apply for advancement to Active, Associate, or Senior status by submitting such request in writing to the Membership Committee of the Section within one (1) year.

Section 6 Candidate Members

- (a) Requirements
 - (1) Graduation from a medical school approved by the Council on Medical Education and Hospitals of the American Medical Association, or its equivalent with the receipt of a Doctor of Medicine or an equivalent degree.
 - (2) Enrollment in a urology residency program in a hospital approved by the Residency Review Committee, or its equivalent within the geographical confines of the Western Section.
 - (3) Each applicant for Candidate Membership shall support his/her application by a letter from his/her department chair.
 - (4) They shall not be eligible for office nor shall they have the right to vote.
 - (5) They shall be exempt from an initiation fee and assessment, but shall pay dues levied upon this classification.
 - (6) Individuals may remain Candidate Members for two years after completion of their residency training. Candidate Members must apply for Western Section Active, Associate Membership status within two years after completion of residency in order to maintain eligibility for Western Section membership.

Section 7 Honorary Members

- (a) Distinguished urologists or other scientists, who have been recommended by the Board of Directors, may be elected to Honorary Membership. They shall not be eligible for office, nor have the right to vote. They shall be exempt from all dues.
- (b) Candidates for Honorary Membership will be elected upon receiving a majority vote of the members present and voting at the Annual Meeting.

Section 8 Affiliate Members

- (a) Affiliate Membership shall consist of:
 - (1) physicians in related fields of medicine and science who cannot qualify for Active or Associate Membership and
 - (2) non-physician scientists who, by their professional or personal accomplishments, have contributed significantly to medicine in general or the specialty of Urology in particular. They shall be nominated by two (2) Active, Senior or Associate Members who shall furnish the Membership Committee with the curricula vitae and other pertinent information.
- (b) Applicants for Affiliate Membership must be recommended by the Membership Committee and endorsed by the Board of Directors.
- (c) They shall be elected if they receive a majority vote cast by the Active, Senior and Associate Members present and voting at the Annual Meeting.
- (d) They shall not be eligible for office nor shall they have the right to vote. They shall be exempt from an initiation fee and assessments but shall pay the dues levied upon this classification.

Section 9 Allied Membership

- (a) Membership in this category is available to persons who are Allied Members of the National AUA and include non-physician professionals such as nurses, nurse practitioners, technicians, physician assistants and medical assistants specializing or concentrating in urology and serving in a health care setting.
- (b) They shall not be eligible for office nor shall they have the right to vote.
- (c) They shall be required to pay annual dues.
- (d) An applicant must be recommended by the Membership Committee which shall at its discretion, submit the applicant's name to the members at the Annual Business Meeting.
- (e) They shall be elected if they receive a majority of votes of the members present and voting.

Section 10 Resignations

Any members in good standing may resign by written notification to the Secretary, who shall officially acknowledge receipt thereof. Resignations must be submitted to the Board of Directors for approval, and require a majority vote of those present and voting for acceptance.

Section 11 Discipline

- (a) Matters of discipline shall be considered by the Board of Directors, who by two-thirds vote may reprimand, suspend or expel any member of the Section for violation of any of its rules or regulations of the Code of Ethics of the American Urological Association.
- (b) Expulsion of a Member
It shall be grounds for automatic expulsion of an existing member in any category under Article I of these Bylaws, or denial of full membership to any applicant or candidate member, that the member or prospective member:
 - (1) Has been convicted of a felony, misdemeanor involving moral turpitude, or a crime involving illicit drugs;
 - (2) Has lost his/her license to practice medicine, has had his/her license suspended or revoked, or has been required to forfeit his/her license to practice medicine in any state or jurisdiction where previously licensed, for grounds involving improper or unprofessional conduct, or breach of the applicable code of ethics, or departure from professional or ethical standards of practice or conduct;
 - (3) Has surrendered his/her license to practice medicine in order to avoid formal action that would lead to revocation by the licensing authority in any state or jurisdiction, for grounds involving improper or unprofessional conduct, or breach of the applicable code of ethics, or departure from professional or ethical standards of practice or conduct;
 - (4) Has been denied medical licensure for grounds involving improper or unprofessional conduct, or breach of the applicable code of ethics, or departure from professional or ethical standards of practice or conduct;
 - (5) Has been expelled or suspended by the American Urological Association Inc., by the American Medical Association, by any state medical association or society, or state urological society, or had his/her certificate from the American Board of Urology revoked or withdrawn, for any grounds or reasons recited in this Section 11 (b).
 - (6) Has been served three (3) rebukes by the Western Section AUA.
- (c) Reapplication
Persons expelled from the Western Section AUA membership may reapply through the usual channels after three (3) years and will be subject to the same scrutiny and requirements that any new applicant would undergo. Two expulsions shall bar the individual from any reapplication ever for membership in the Western Section.
- (d) Notice to Member
Any member or prospective member expelled or denied membership pursuant to Section 2 of this Article shall be notified of this action by the Western Section AUA over the signature of the President and may, within thirty (30) days, appeal such expulsion or denial by written communication to the Western Section Board of Directors, in care of the Western Section Administrative Office in Santa Ana, California, for consideration in executive session. The Board of Directors, at its next regular meeting, may affirm or reverse the expulsion or denial of membership.
- (e) Rebuke to a Member
The Western Section AUA Board of Directors may, when appropriate, issue a rebuke to a member.
 - (1) Grounds for a rebuke may include, but are not limited to:
 - (a) Inappropriate advertising which is defined to include misleading, untruthful, unfounded, or unproven claims; or other similar misdemeanors;
 - (b) Expulsion from a hospital staff for grounds involving improper or unprofessional conduct, or breach of the applicable code of ethics, or departure from professional or ethical standards of practice or conduct;
 - (c) Other professional misconduct or breach of appropriate ethical standards not warranting automatic expulsion.
 - (2) Three rebukes over any time period shall be grounds for automatic expulsion.

- (3) Any member or prospective member issued a rebuke shall be notified of this action by the Western Section over the signature of the President.
 - (4) Appeal of a rebuke shall be by written communication to the Board of Directors, c/o Western Section AUA Administrative Office in Santa Ana, California within thirty (30) days. The Board of Directors may then handle the appeal in the same fashion as prescribed for expulsion or denial.
- (f) Referral
Nothing in this Section shall be construed to prevent the Association, acting through its Board of Directors, from referring a matter of discipline involving possible violation of ethical or professional standards to the appropriate state medical disciplinary board or public authority which have presumptive jurisdiction.
- (g) Those who attend any of the Sessions of the Annual Meeting and fail to pay the registration fee shall be automatically dropped from the list of candidates, or suspended from membership. Attendance badges shall contain the member's or guest's name and are not transferable.

Section 12 Reinstatement

The reinstatement of suspended members in good standing in the Section shall rest with the Board of Directors. Expelled members may reapply for membership after a lapse of three (3) years.

- (a) Request for reinstatement must be sent to the Secretary at least ninety (90) days before an Annual Meeting.

Section 13 Every newly elected member of the Section shall be furnished with an official notification of his/her election and a copy of the Articles of Incorporation and By-Laws and Roster by the Secretary.

Section 14 In special instances, the Board of Directors may waive a qualification of requirement and recommend for Active Membership a Urologist whose position and achievement, in its opinion, warrants such action.

ARTICLE II Officers

Section 1

- (a) The Officers of the Corporation shall be a President, President-Elect, Immediate Past-President, Secretary, Secretary-Elect, Treasurer and Historian.
- (b) These officers shall be nominated and elected according to the procedure prescribed in these By-Laws.
- (c) Vacancies in any office may be filled with a qualified Active or Senior Member for the unexpired term by a majority vote of the Board of Directors which may be accomplished by mail, electronic communication, phone or conference call at the discretion of the President.

Section 2 President

- (a) The President shall preside at all meetings of the Board of Directors and at the Scientific and Business sessions of the Section.
- (b) He/she shall appoint the following committees and designate their Chair except as otherwise provided for in these By-Laws.
 - 1. Committee on Membership
 - 2. Committee on Audit
 - 3. Committee on Arrangements
 - 4. Committee on Program
 - 5. Committee on History
 - 6. Committee on By-Laws
 - 7. Committee on Postgraduate Instruction
 - 8. Committee on Commercial Exhibits
 - 9. Committee on Socio-economics
 - 10. Committee on Time and place
 - 11. Committee on Supplemental Resources
 - 12. Committee on Essay
 - 13. All Special Committees
- (c) He/she may call special meetings of the Board of Directors.
- (d) The President shall direct the attention of the Board of Directors to any violation of the Articles of Incorporation and By-Laws and to matters of discipline of members.
- (e) He/she shall, with the approval of the Board of Directors, select the Robert V. Day Lecturer. An honorarium may be paid from the Robert V. Day Fund. Travel expenses also will be paid from the Robert V. Day Fund. Free registration will be provided.
- (f) He/she shall, with input from the other officers and the Western Section AUA Representative to the AUA Board of Directors, assist the AUA President-Elect in making appointments to national committees and positions.
- (g) The President shall assume office at the close of the Annual Business Meeting the year following his election as President-Elect. His term of office shall end at the close of the following year's Business Meeting.

Section 3 President-Elect

- (a) The President-Elect shall serve for the President during his/her absence.
- (b) He/she shall attend all meetings of the Board of Directors.
- (c) He/she shall perform any duties assigned to him by the President that do not conflict with the Articles of Incorporation and By-Laws of the Section.
- (d) He/she shall appoint the new member of the Arrangements Committee within one (1) week after assuming office. This appointee will automatically become Chair of the Arrangements Committee when the President-Elect becomes President.
- (e) He/she shall succeed automatically to the office of President upon completion of his/her term as President-Elect.

Section 4 Past President

- (a) The Immediate Past-President shall attend all meetings of the Board of Directors .
- (b) He/she shall serve as a member of the Nominations Committee.
- (c) He/she shall assist the President in an advisory capacity.

Section 5 Secretary

- (a) The Secretary shall receive and give prompt attention to correspondence and keep accurate records of the same.
- (b) He/she shall be furnished with, and keep in his/her possession, copies of all letters or other documents, pertaining to the business of the Section, sent to, or received by officers of the Section.
- (c) He/she shall obtain copies of all correspondence and records of the proceedings of all Committees so that he/she may have in his/her possession a record of all the business and activities of the Section.
- (d) He/she shall keep an accurate list of:
 - 1. Members
 - 2. Applicants for Membership
 - 3. Members suspended or expelled
- (e) He/she shall receive applications for membership and shall send copies of them, when completed, to the members of the Membership Committee and to the Member of the Board of Directors and to the Alternate of Applicant's home district for their examination.
- (f) He/she shall serve as Chair of the Program Committee.
- (g) He/she shall send notices of regular annual and special meetings of the Section to all the members.
- (h) He/she shall send notices of regular annual and special meetings to the members of the Board of Directors.
- (i) He/she shall arrange for the Scientific and Business Sessions of the Section and of the Board of Directors and keep the minutes and all records of such meetings.
- (j) He/she shall be an ex-officio member of all committees, standing and special.
- (k) After the plans and the program of the Scientific Sessions are formulated, the Secretary shall have complete charge of the arrangements in conjunction with the Chair of the local Arrangements Committee.
- (l) He/she shall obtain copies and take charge of all papers, read or produced at the Scientific Sessions. He/she shall see that these are presented to the Essay Committee for submission to the official Journal.
- (m) He/she shall obtain each year the report and record of the activities of the Arrangements Committee.
- (n) The Executive Director shall be the assistant of the Secretary and shall carry out the routine duties of the office under the direction of the Secretary.
- (o) He/she shall be a member of the National A.U.A. Section Secretaries Committee.

Section 6 Secretary-Elect

- (a) He/she shall hold this office for one year and succeed automatically to the office of Secretary without again standing for election.
- (b) He/she shall be a member of the Program Committee, and perform any duties assigned by the Secretary.

Section 7 Treasurer

- (a) He/she shall be the custodian of the assets of the Section.
- (b) He/she shall keep or cause to be kept true and accurate accounts of all financial transactions of the Section.
- (c) He/she shall keep a cash book and bank accounts in the name of the Section. Payments shall be made only by checks drawn on the accounts of the Section.
- (d) He/she shall keep a journal, ledger and an alphabetical list showing the financial standing of all members.
- (e) He/she shall cause to be prepared an annual audit of the Section's books and shall present a report of such an audit at each business session of the Section.
- (f) He/she shall send to all members each year, bills for the succeeding year's dues, upon which shall be printed the portions or sections of these By-Laws which refer to the payment of dues and arrears.
- (g) He/she shall collect the initiation fee from each applicant for membership.
- (h) He/she shall collect the annual dues from each member.
- (i) He/she shall collect all assessments levied on members.
- (j) He/she shall prepare a list of members in arrears and present this list to the Board of Directors for its action.
- (k) He/she shall be privileged to expend such funds of the Section as essential to its conduct without special authorization by the Board of Directors. For such expenditures he/she shall present bills or vouchers.
- (l) He/she shall have charge of the Annual Revolving Fund and shall make disbursements from this fund as specified in these By-Laws and as directed by the Board of Directors.
- (m) The Executive Director shall be the assistant of the Treasurer and shall carry out the routine duties of the office under the direction of the Treasurer.
- (n) He/she shall be an ex-officio member of all committees, standing and special.
- (o) He/she shall be a member of the National A.U.A. Section Treasurers (Investment) Committee.

Section 8 Historian

- (a) He/she shall be Chair of the History Committee and shall supervise its activities.
- (b) With the cooperation and assistance of the History Committee he/she shall carry out the assembling of material which deals with the activities of the Section as outlined in Article III, Section 7 of the By-Laws.

- (c) He/she shall cooperate with the Historian of the American Urological Association, Inc. in the compilation of such material as requested.
- (d) He/she shall keep a book containing a photograph and comprehensive biographical sketch of all past presidents.

Section 9 Board of Directors

- (a) The Board of Directors shall constitute the governing body of the Section and shall be responsible for the administration and management of the Section. The Board of Directors shall consist of fifteen (15) voting members: President, President-Elect, Immediate Past President, Secretary, Treasurer; and one elected Representative (or alternate) from each of the ten Districts; and four non-voting (ex-officio members): Secretary-Elect, Historian, Executive Director, and the Section's elected Representative (or alternate) to the Board of Directors of the A.U.A.
- (b) Six (6) members of the Board of Directors shall constitute a quorum for the transaction of business.
- (c) The Board of Directors on recommendation of the Time and Place Committee shall elect the time and place of the Annual Meeting.
- (d) It shall examine the yearly report of the Secretary and Treasurer and make necessary recommendations for the conduct of the Secretary and Treasurer's office.
- (e) It shall examine the names of Applicants submitted by the Membership Committee and may recommend by a majority vote all or part of them for election.
- (f) It shall endorse Applicants for membership in the American Urological Association, Inc. by a majority vote.
- (g) It shall receive nominations of Applicants for election to Honorary Membership and make recommendations thereon to the Section.
- (h) It shall elect one (1) of its members for the Nominations Committee.
- (i) It shall receive reports of the Standing and Special Committees and make recommendations thereon.
- (j) It may recommend assessments on Active and Associate Members.
- (k) Special Meetings of the Board of Directors may be called by the President, or upon the request of a majority of its members.
- (l) Notice of Special Meetings of the Board of Directors must be sent to each member of the Board of Directors at least two (2) weeks before the time set. The notice shall be prepared and sent by the Secretary. It shall state the exact business to be transacted at such special meetings, and a copy of the request for such meetings with its signatories shall be included.
- (m) The time of the Annual Meeting of the Board of Directors shall be set by the President. All Past-Presidents, Chairs of Standing Committees, and alternate members of the Board of Directors shall be invited to attend the meeting, but shall have no votes except the Immediate Past-President. The Past-Presidents' Dinner shall be held the evening of the Board of Directors meeting. Members of the Board of Directors, Past-Presidents, current General Arrangements Chair, the Executive Director, and guests of the President shall be invited with their spouses.
- (n) It shall supervise the Annual Revolving Fund and shall direct disbursements from this fund as directed by these By-Laws.
- (o) It shall set the annual dues for Active and Associate Members.
- (p) It shall set the initiation fee for Active and Associate Members.
- (q) The Board of Directors may employ an Executive Director who need not be a physician or a member of the Section. The duties of the Executive Director shall be determined by the Board of Directors and shall complement the duties of the Secretary and Treasurer. The Executive Director shall be responsible to the Secretary and Treasurer.
- (r) In the event that the President and the President-Elect shall be temporarily unable to preside at the Scientific Meeting, the Board of Directors shall appoint a Senior or Active Member to preside at the Scientific Meeting.
- (s) The Board of Directors shall hold an interim meeting during the National A.U.A. meeting at a time set by the President who shall establish the agenda. All Past-Presidents, Chairs of Standing Committees, and Alternative Members of the Board of Directors shall be invited to attend but shall have no votes except the Immediate Past-President.
- (t) In the event that the National A.U.A. Nominating Committee should reject the duly proposed Western Section candidate for National A.U.A. President-Elect; the Board of Directors shall, within thirty (30) days of receiving notice of such rejection, submit an alternate candidate to the National A.U.A. Nominating Committee.

Section 10 Ex-officio Members

- (a) Ex-officio members of all committees and boards shall not have a vote on those committees or boards.

ARTICLE III
Standing Committees

Section 1 The Chair of each Committee shall make a formal written report at the Annual Meeting of the Board of Directors. These reports may be read at the Annual Business Meeting upon direction of the Board of Directors or the request of a member.

Section 2 The Membership Committee shall consist of three (3) Active or Senior Members of the Section, in good standing. One (1) member of this Committee shall be appointed annually by the President to serve three (3) years and shall, in his/her third year, be Chair.

- (a) The Membership Committee shall examine the applications which have been filed with the Secretary and shall in conjunction with the Board of Directors members of that area make further investigation of the applicant's present professional status.
- (b) The Membership Committee shall present its recommendations concerning each Applicant for Active and Associate Membership to the Board of Directors. The approved names shall be presented by the Membership Chair at the Annual Business Meeting.
- (c) It shall recommend to the Board of Directors for Active or Associate status members transferring from other Sections and who meet the requirements for membership in the Western Section. This list of Applicants, if they meet the approval of the Board of Directors, shall be presented at the Annual Business Meeting.

Section 3 The Audit Committee shall consist of three (3) Active or Senior Members in good standing in the Section, one (1) to be appointed each year by the President for a term of three (3) years who shall in his/her third year become Chair.

- (a) They shall examine the accounts of the Treasurer.
- (b) They shall examine the audit submitted by the Treasurer.

- (c) They shall examine the properties of the Section.
- (d) They shall report the result of their examinations to the Board of Directors.
- (e) They shall report the result of their examinations to the membership at the Annual Business Meeting.

Section 4 The Arrangements Committee shall consist of (1) the Chair, (2) the new appointee, (3) the immediate past Chair, and (4) others approved by the President.

- (a) They shall make all necessary arrangements for the Annual Meeting and entertainment for the Section. The expenses of the meeting, except as otherwise specified in these By-Laws, shall be defrayed from the Registration fees. The amount of the Registration fees shall be determined by the Committee and shall be subject to review and approval by the Treasurer.
- (b) The Chair of the Arrangements Committee along with the Treasurer and Executive Director shall prepare and maintain an accurate budget of all monies to be received and disbursed in connection with the Annual Meeting. The Budget shall be subject to review and approval by the President and Treasurer. All Annual Meeting receipts and disbursements shall be made by the Treasurer in accordance with the approved budget.
- (c) All expenditures must be authorized in advance by the Chair of the Committee.
- (d) They shall supervise the Past-Presidents' Dinner, which shall be held on the evening of the Annual Meeting of the Board of Directors.

Section 5 The Program Committee shall consist of the Secretary, who will act as Chair, and members appointed by the President. These members shall be selected by the Chair in consultation with the President. They shall serve for four (4) years and have staggered terms to provide continuity. They shall arrange the Scientific Program and select the titles of papers best suited to the contemplated plan of the program.

Section 6 The Nominations Committee shall consist of ten (10) voting members (and one (1) non-voting member), or more when prescribed herein; the three (3) latest living Past-Presidents, a member of the Board of Directors, and six (6) Active or Senior Members in good standing in the Section. They shall serve for one (1) year and must represent every District. Each member must be present at the Nominations Committee meeting to vote or designate an alternate who must be present to vote. The Western Section Member of the Nominating Committee of the American Urological Association shall be an ex-officio (non-voting) member.

- (a) The three (3) most recent living Past-Presidents shall assume this duty automatically.
- (b) The Board of Directors shall select one (1) of its members at each Annual Meeting who shall automatically serve.
- (c) Six (6) or more Active or Senior Members shall be nominated from the floor during the Annual Business Meeting- at least one for each vacant district. A majority vote shall elect.
- (d) The Chair of this Committee shall be the Past-President longest out of office.
- (e) Vacancies that may occur during the year will be filled by appointment of the President after consultation with the appropriate district representative and alternate.
- (f) It shall be the duty of the Nominations Committee to meet and present to the Annual Business Meeting, a list of nominees of Active or Senior Members in good standing in the American Urological Association, Inc. for the following positions:
 1. President-Elect, to serve for one (1) year and who shall automatically become President for the following year.
 2. Secretary-Elect, to serve one (1) year and then automatically become Secretary to serve for the next four (4) years subject to annual review by the Board of Directors.
 3. Treasurer, to serve for four (4) years subject to annual review by the Board of Directors.
 4. Historian, to serve for four (4) years subject to annual review by the Board of Directors.
 5. One (1) District Representative and an Alternate from each of the ten (10) Districts to serve on the Board of Directors as vacancies arise. District Representatives and Alternates to the Board of Directors shall serve for two (2) years in each capacity. The Alternate District Representative shall automatically become the District Representative after serving two years as Alternate.
 - District 1. Northwest Canadian Provinces, Alaska, Hawaii, Pacific Island Possessions of the USA
 - District 2. Washington
 - District 3. Oregon
 - District 4. Northern California including Alameda County and Contra Costa Counties
 - District 5. San Francisco, San Mateo and Santa Clara Counties and Central California
 - District 6. Los Angeles County
 - District 7. Southern California
 - District 8. Arizona
 - District 9. Idaho, Montana, Nevada, Utah and Wyoming
 - District 10. Orange County
 6. One (1) Active or Senior Member (and an alternate of the same qualification) for membership on the Board of Directors of the American Urological Association, Inc. who shall serve for a term of two (2) years to assume office at the close of the next annual meeting of the American Urological Association, Inc. to be held in the odd years. Section representatives shall be eligible for re-election for one additional two-year term, but shall not be eligible for re-election as Section representative thereafter. He/she shall serve as an ex-officio member of the Board of Directors of the Western Section, Inc. He/she shall keep his/her alternate and the Western Section informed of any and all matters that come before the Board of Directors of the American Urological Association and seek their guidance in such matters as they may affect the Western Section.
 7. One (1) Active or Senior Member (and an alternate of the same qualification) for membership on the Nominations Committee of the American Urological Association, Inc. who shall serve for a term of two (2) years to assume office at the next annual meeting of the American Urological Association, Inc. to be held in the even years. Section representatives on the Nominating Committee shall be eligible for re-election for one additional two-year term, but shall not be eligible for re-election as Section representative thereafter. He/she shall be an ex-officio (non-voting) member of the Western Section Nominating Committee.
- (g) The report of the Nominations Committee shall be called for by the President at the proper place designated for it under Article IV, Section 5, (g) of these By-Laws.

- (h) From time to time the Nominations Committee may recommend to the Board of Directors a member of the Western Section of the American Urological Association to receive a Distinguished Member Award. This individual must not have served as President of the Section. This member will be selected based upon outstanding contributions to the Western Section and/or Urology.
- (i) Following the procedure outlined below, the Western Section member of the American Urological Association (AUA) Nominating Committee shall forward to the AUA Secretary the name of the Western Section candidate from Active or Senior Membership for the office of AUA President-Elect. This shall be done at least six (6) months prior to the beginning of the National AUA Annual Meeting at which the candidate shall stand for election according to the established rotation. The rotation through 2015 is as follows: 2004-New England / 2005-South Central / 2006-North Central / 2007-Mid-Atlantic / 2008-Western / 2009-Southeastern / 2010-Northeastern / 2011-South Central / 2012-North Central / 2013-New York/ 2014-Western / 2015-Southeastern. This rotation will repeat every twelve years.
- Procedure:
1. Nominations shall be open to any active or senior member and the membership shall be provided notice of the nomination process at least one year prior to the AUA National election.
 2. In the time and manner prescribed by the WSAUA Board of Directors (BOD), nominees must properly complete and submit the application form as authorized and provided by the WSAUA BOD.
 3. The WSAUA Nominating Committee shall fix and establish its own rules of procedure and in so doing shall screen each applicant/nominee and recommend one or more candidates to the BOD. In the case of more than one candidate, the Committee shall rank each candidate and make a recommendation to the BOD.
 4. The final candidate(s) to stand before a general election of the voting members will be determined by the BOD. In the case of more than one candidate, the BOD shall select no more than two (2) candidates to stand before a general election of the voting members. If a nominated candidate is unable to stand for election, an alternate screened by the WSAUA Nominating Committee and approved by the BOD shall be substituted.
 5. At least one month prior to the election, information on the candidate(s), such as a resume and personal statement, will be made available to voting members via the web site and/or postal mail.
 6. In the time and manner prescribed by the BOD, all voting members will be provided notice of the election process, instructions on how votes can be cast for the candidate of their choice, and a ballot, which may be paper or electronic format.
 7. All properly returned ballots will be counted and the results verified by the WSAUA Nominating Committee. The winning candidate shall be announced at the following Annual Business Meeting of the Section.
 8. A majority of all votes cast is necessary for election. In case of a tie vote, the Board of Directors shall break the tie by a majority vote of the Board of Directors
- (j) The Nominating Committee may provide candidates from Active or Senior Members for any National A.U.A. elected offices to become vacant at least six (6) months prior to the beginning of the National A.U.A. Annual Meeting at which the candidate shall stand for election by report of the National A.U.A. Nominating Committee. Any such candidate(s) shall be presented at the Annual Business Meeting. When elected as the Section's candidate(s) the names of such candidate(s) shall be forwarded by the Section to the National A.U.A. Secretary at least six (6) months prior to the beginning of the National A.U.A. Annual Meeting at which the candidate(s) shall stand for election by report of the National A.U.A. Nominating Committee.
- (k) The Nominating Committee may provide candidates from Active or Senior Members for representatives of the American Urological Association to other organizations as per National A.U.A. policy as vacancies occur. This shall be done at least six (6) months prior to the beginning of the National A.U.A. Annual Meeting at which the candidate shall stand for election by report of the National A.U.A. Nominating Committee. Candidates for such positions must fulfill the requirements of each such organization. Such candidates shall be presented to the membership at the Annual Business Meeting. When elected the names of such candidates shall be forwarded to the National A.U.A. Secretary at least six (6) months prior to the beginning of the National A.U.A. Annual Meeting at which they shall stand for election by report of the National A.U.A. Nominating Committee.

Section 7 The History Committee shall consist of the Historian, who shall be the Chair, and Active, Senior or Associate Members sufficient in number for the purposes of the committee. Appointments shall be made by the President. The History Committee shall assist the Historian in:

- (a) Collecting and organizing pertinent historical data relative to the Section.
- (b) Preparing for publication such historical material as may be authorized by the Board of Directors.
- (c) Preparing of a biography together with procuring of a suitable photograph of members deceased. This shall become a part of the permanent records of the Section.
- (d) Making an annual report for the Board of Directors.
- (e) Seeking funds for these purposes may be voted by the Board of Directors.

Section 8 The Finance Committee shall consist of the President, the Immediate Past-President, the President-Elect, the Secretary and the Treasurer. The President shall be the Chair. The duties of the Committee shall be:

- (a) To scrutinize all proposed expenditures and appropriations of the Section including those specifically designated in the By-Laws.
- (b) To consider and take necessary action regarding all financial matters of the Section.
- (c) To supervise the Robert V. Day Fund and manage this according to the "prudent man rule". The income from this fund shall be devoted exclusively for the Robert V. Day Lectures.
- (d) The same shall apply to the Joseph McCarthy and Miley B. Wesson Funds. The income from these funds shall be used only for awards for prize winning essayists.
- (e) The same shall apply to the Henry L. Hadley Fund. The income from this fund shall be used only for the Henry L. Hadley Award.
- (f) To supervise the funds of the Earl F. Nation Resident Scholarship Fund and to award scholarships and grants as decided.
- (g) To report its activities to the Board of Directors annually, or more often if necessary.

Section 9 The By-Laws Committee shall consist of three (3) Active or Senior Members, one (1) to be appointed each year by the President for a term of three (3) years who shall in his/her third year become Chair. The members of this Committee shall be familiar with the activities of the Association as set down in the Articles of Incorporation and By-Laws. They shall review proposed amendments and

report their findings to the Board of Directors. They may suggest amendments as the need arises. The Chair of the By-Laws Committee shall be a member of the National A.U.A. By-Laws Committee.

Section 10 The Postgraduate Instruction Committee shall assist and cooperate with any graduate seminars or meetings, in the field of Urology, which are held within the jurisdiction of the Section. The members shall be appointed by the President with terms which shall be sufficiently staggered to insure continuity of activity.

Section 11 The Commercial Exhibits Committee may consist of Senior, Active or Associate Members.

- (a) They shall be sufficient in number to effectively develop the Commercial Exhibits.
- (b) They shall be appointed by the President and serve for one (1) year.
- (c) The Chair shall be designated by the President.

Section 12 The Health Policy (Socio-Economics) Committee shall consist of ten (10) members with one (1) Senior or Active member from each District. The President shall make appointments for three (3) year terms as vacancies occur. The Chair shall be designated by the President. The Chair of this committee is an ex-officio member of the Health Policy (Socio-Economics) Committee of the AUA.

Section 13 The Essay Committee shall consist of three (3) Senior, Active or Associate members in good standing. One (1) member shall be appointed by the President each year for a term of three (3) years who shall in his/her third year become Chair. This committee shall review and judge essays submitted for the Miley B. Wesson Resident Essay and the Joseph F. McCarthy Essay as directed by the Program Committee.

Section 14 The Supplemental Resources Committee shall consist of the three (3) most recent Past Presidents and the three (3) most recent General Chairs. The committee shall endeavor to obtain supplemental resources to help defray the cost of the annual meeting.

- (a) The Chair shall be the immediate Past President.
- (b) The Treasurer shall be an ex-officio member of this committee.
- (c) This committee shall coordinate its efforts in fundraising and obtaining industry support with the Executive Director and his/her staff.
- (d) This committee shall be particularly cognizant of and avoid any potential conflicts of interest or breaches of ethics in their endeavors.

Section 15 The Time and Place Committee shall be composed of three (3) immediate past living Presidents, the Secretary, the Treasurer, and the Executive Director. The Secretary shall be Chair. The Committee will recommend sites for the Annual Meeting at least five (5) years in advance to the Board of Directors for its consideration.

ARTICLE IV ***Meetings***

Section 1 The Annual Meeting of the Section shall be held at such time and place as the Board of Directors shall elect. The meeting place shall be designated by the Board of Directors in consultation with the President and the President-Elect.

- (a) The Annual Business Meeting of the Section shall be held during the Annual Meeting at a time and place to be selected by the President and Secretary and to be published in the official program. Only Active and Senior Members who are members of the American Urological Association, Inc. may vote on Representatives to the A.U.A. Executive and Nominations Committees or on matters pertaining to the American Urological Association, Inc.
- (b) Official notices containing the time and place of the Annual Meeting shall be sent to each member (at his last known address) at least 120 days before the Annual Meeting.

Section 2 At membership meetings, fifty (50) Active, Senior and Associate Members shall constitute a quorum for the transaction of business. A majority present and voting shall elect.

Section 3 The Annual Dinner shall be held on the evening selected by the Board of Directors.

Section 4 The order of business at the Scientific Sessions shall be directed by the Secretary and arranged by the Program Committee.

Section 5 At the Annual Business Meeting of the Section, the order of business shall be:

- (a) Reading of minutes of the previous meeting. This may be dispensed with only by a majority vote.
- (b) Reports of:
 - 1. Secretary
 - 2. Treasurer
 - 3. Auditing Committee
 - 4. Arrangements Committee
 - 5. Program Committee
 - 6. Other Committees
- (c) Election of new members, transfers and changes in membership
- (d) Necrology
- (e) Unfinished business
- (f) New business
- (g) Report of Nominations Committee
- (h) Nominations from the floor
- (i) Election of Officers
- (j) Election of six (6) members to the Nominations Committee for the ensuing year

- (k) Installation of Officers
- (l) Adjournment

ARTICLE V ***Exhibits***

Section 1 There shall be Commercial Exhibits under the management of a Commercial Exhibits Committee appointed by the President. The Section assumes no obligation of liability for loss, theft, damages, destruction or accidents connected or associated with the Commercial Exhibits although insurance coverage will be provided by the Section.

- (a) Space and booths will be provided by the Commercial Exhibits Committee.
- (b) Commercial Exhibits which are unethical or made by unethical concerns shall not be permitted. (The Medical Exhibitors Association and the Exhibits of the American Medical Association Committee may serve as guides when doubt exists concerning the acceptability of an exhibit.)
- (c) Policies, including booth rental fees, shall be established by the Finance Committee.

ARTICLE VI ***Posters***

Section 1 There may be Posters or Scientific Exhibits at the Annual Meeting under the direction of the Program Committee.

- (a) Space will be provided by the Program Committee.
- (b) Exhibition and demonstration of special researches or investigation relative to the specialty of Urology or allied branches of medicine by non-members shall be encouraged.
- (c) Titles and Abstracts shall be filed with the Program Committee on official forms by the deadline date established.
- (d) All applications submitted shall have as author or co-author an Active, Senior, Associate, Corresponding, or Resident-in-training member or Prospective Member or shall be endorsed by an Active, Senior or Associate member.
- (e) Posters will be judged by the Program Committee or its designees.
- (f) The Section assumes no obligation for any expenses or liability for loss, theft, damages, destruction or accidents connected or associated with the Scientific Exhibits.
- (g) Monetary awards may be given as determined by the Finance Committee.
- (h) The grand prize poster award shall be designated as the James L. Goebel Award.

ARTICLE VII ***Papers***

Section 1 Titles and abstracts of papers to be read at the Annual Meeting must be filed with the Program Committee on official forms by the deadline date established.

- (a) Titles and abstracts shall be sent to the Program Committee for consideration and approval.
- (b) Any paper previously printed may not be read at the Annual Meeting of this Section except with the specific approval of the Program Committee. The Program Committee should be made aware of previous publication of paper or papers that have been submitted for publication.
- (c) All applications submitted shall have as author or co-author as Active, Senior, Associate, corresponding, or resident-in-training member or Prospective member or shall be endorsed by an Active, Senior or Associate member.

Section 2 The presentation of papers shall be limited to the time allotted by the Program Committee.

Section 3 Any participant who accepts an assignment on the program who without valid reason and prior notification fails to be present to read his/her paper shall not be permitted to have it read and furthermore shall be debarred from a place on the program for two years following the session at which he/she failed to keep his/her engagement.

Section 4 All papers presented are to be of high quality and scientific merit. The paper may be submitted for publication six months or less before the meeting.

Section 5 Essays

Essays may be presented to the Program Committee for consideration for the following categories:

- (a) Miley B. Wesson Resident Essay
 1. Only Residents in training in the Western Section are eligible to submit essays.
 2. Titles and abstracts shall be filed with the Program Committee on official forms by the deadline date established.
 3. Essays approved by the Program Committee will be judged by the Essay Committee.
 4. Essays not receiving prizes may be placed elsewhere on the program at the discretion of the Program Committee.
 5. In addition to a plaque, a monetary award determined by the Finance Committee may be given to the author(s) of the winning essay(s).
- (b) Joseph F. McCarthy Essay
 1. Only active and associate members of the Western Section who have completed their residency training no more than ten (10) years prior are eligible to submit essays.
 2. Titles and abstracts shall be filed with the Program Committee on official forms by the deadline date established.
 3. Essays approved by the Program Committee will be judged by the Essay Committee.
 4. Essays not receiving prizes may be placed elsewhere on the program at the discretion of the Program Committee.
 5. In addition to a plaque, a monetary award determined by the Finance Committee may be given to the author(s) of the winning essay(s).
- (c) Historical Essay
 1. Any category of western Section membership is eligible to submit essays.

2. Titles and abstracts shall be filed with the Program Committee on official format by the deadline date established.
3. Essays approved by the Program Committee will be judged by the History Committee.
4. First, second and third place essay winners shall receive a certificate and a monetary award to be determined by the Finance Committee.
5. The nature of essays may include anything of an historical nature including but not limited to persons, training programs, procedures, instruments, pharmaceuticals, diseases, treatment, concepts, etc.
6. Essays not receiving prizes may be placed elsewhere on the program at the discretion of the Program Committee.

Section 6 Round Table

Papers may be submitted to the Program Committee for consideration for presentation at the urologic Round Table.

- (a) Titles and abstracts shall be filed with the Program Committee on official forms by the deadline date established.
- (b) To be considered for a prize the paper must be presented within three minutes.
- (c) A panel of judges shall select a winner from two categories.
 1. The winner of the best trick of the trade or interesting paper shall be the recipient of the Wilson Stegemann Henry Bodner Award. In addition to a plaque the author may receive a monetary award determined by the Finance Committee.
 2. The winner of the most unique, interesting or bizarre case presentation shall be the recipient of the Henry L. Hadley Award and shall receive a plaque and a monetary award as determined by the Finance Committee from funds provided by an endowment from the estate of Dr. Hadley and the Division of Urology at Loma Linda University.

Section 7 Other Presentations

There may be from time to time additional presentations during the annual scientific session as determined by the Program Committee. These presentations may be of a wide variety of styles including but not limited to panels, state of the art lectures, forums, point-counterpoint debates, mini seminars, courses, dialogues, movies, videos, computer graphics, interactive electronics, internet programs, surgical simulation or other modalities as they may evolve. They may cover a wide variety of topics of interest to the membership.

ARTICLE VIII Policies and Procedures

Section 1 Term of Office

- (a) Western Section elected positions
 - (1) The term of office for all elected Officers, Directors, Committee Members, etc. shall begin at the close of the Annual Business Meeting and end at the close of the next Annual Business Meeting.
 - (2) Those positions that run for more than one (1) year follow as above but are extended to the full term of the office as defined elsewhere.
- (b) Western Section appointed positions
 - (1) The term of office for all appointed Officers, Directors, Committee Members, etc. shall begin with the acceptance of the appointment and end with the acceptance of the next appointment the following year.
 - (2) Those positions that run for more than one (1) year follow as above but are extended for the full term of the office as defined elsewhere.
- (c) National A.U.A. positions held by elected Western Section Members
 - (1) The term of office of Western Section Members elected to National A.U.A. positions shall be as defined by A.U.A. policy.
 - (a) The Western Section representative to the A.U.A. Board of Directors shall begin his/her term at the close of the next National A.U.A. Meeting in odd years and end at the close of the National A.U.A. Meeting two (2) years later.
 - (b) The same shall apply to the Western Section Alternate Representative to the A.U.A. Board of Directors.
 - (c) The Western Section Member of the National A.U.A. Nominating Committee shall begin his/her term at the close of the next National A.U.A. Meeting in even years and end at the close of the National A.U.A. Meeting two (2) years later.
 - (d) The same shall apply to the Western Section Alternate Member of the National A.U.A. Nominating Committee.
- (d) Western Section Members with National A.U.A. appointments.
 - (1) The term of office for Western Section Members who receive National A.U.A. appointments shall begin with acceptance of the position and follow National A.U.A. policy.
- (e) Western Section Members with automatic National A.U.A. positions.
 - (1) The term of office of Western Section Members who by virtue of their elected or appointed Western Section position automatically assume a National A.U.A. position shall begin at the close of the next National A.U.A. Meeting and end at the close of the following National A.U.A. Meeting even though they may no longer hold the Western Section position that led to their National A.U.A. position. e.g.: Western Section By-Laws Chair on National A.U.A. By-Laws Committee and Western Section Health Policy Chair on National A.U.A. Health Policy Committee.
 - (2) When this situation involves a multi year Western Section position the above shall apply but the National position term will be extended appropriately. e.g.: Western Section Secretary on National A.U.A. Section Committee and Western Section Treasurer on National A.U.A. Section Treasurers (Investment) Committee.

Section 2 Special Circumstances

- (a) Cancellation of Annual Meeting.
 - (1) If an Annual Meeting is cancelled for any reason and cannot be rescheduled the President shall call a special meeting of the Board of Directors to conduct the business of the Section.
 - (2) A quorum of six (6) members shall be required as for regular Board of Directors Meetings.
 - (3) All the usual business conducted under Article II Section 8 shall be conducted.
 - (4) This shall require a prior special meeting of the Nominating Committee to provide a slate of candidates for officers and Directors. This shall be arranged by the Nominating Committee Chair and may be accomplished by conference call.
 - (5) The Board of Directors under these special circumstances shall select the remaining six (6) members of the next year's Nominating Committee.

- (6) Within sixty (60) days following this special Board of Directors Meeting all business normally conducted at the cancelled Members Business Meeting enacted by the Board of Directors in special session shall be submitted to the entire voting membership for ratification. A majority vote shall ratify. This vote may be accomplished by mail or electronic communication.
- (b) Under emergency conditions and between the biannual meetings of the Board of Directors an Executive Committee of the Board of Directors composed of the President, Secretary, Treasurer, President-Elect and Immediate Past-President may act for the Board of Directors. Any action taken shall be reported to the Board of Directors at its next meeting where it shall be reviewed and included in the minutes of the meeting.

ARTICLE IX ***Fees and Dues***

Section 1

- (a) Initiation fees from candidates for Active as well as Associate Membership shall be determined by the Board of Directors. This initiation fee shall be credited in lieu of annual dues for the current year.
- (b) Annual dues as set by the Board of Directors shall be payable by each Active and Associate member before January 1 of each year.
- (c) Special Assessments may be made by the Board of Directors when deemed advisable.

Section 2 Revolving Fund

- (a) The income from the Commercial Exhibits and Registration fees for the Annual Meeting shall be used to defray expenses connected with the meeting.
- (b) Any surplus shall revert to the Revolving Fund.
- (c) Any deficit unavoidably incurred in conducting the Annual Meeting shall be paid from the Revolving Fund after review and approval by the Board of Directors.
- (d) The Treasurer shall have charge of this fund. It shall be disbursed as directed in these By-Laws on order of the Board of Directors.

Section 3 Arrears

The fiscal year of the Section shall begin January 1. The annual dues are payable in advance. Any member who, after due notification two (2) weeks previously, has not paid his/her dues by April 1, immediately thereafter shall be dropped from the roll of members of the Section.

ARTICLE X ***Publications***

Section 1 The official publication of the Section shall be the *Journal of Urology*.

ARTICLE XI ***Seal of Corporation***

Section 1 The corporation seal shall have inscribed thereon the name of the corporation and the words "Corporate Seal-St. Louis, Missouri." Said Seal may be altered at pleasure and may be used by causing it, or a facsimile thereof, to be impressed or affixed to official documents requiring the seal of the corporation.

ARTICLE XII ***Amendments***

Section 1 Proposed amendments to these By-Laws and Articles of Incorporation shall be sent in writing to the Secretary at least sixty (60) days before the Annual Meeting. They shall be reviewed by the By-Laws Committee and sent to the membership at least thirty (30) days prior to the annual meeting. They may be adopted by a two-thirds vote of the Active, Senior and Associate Members present and voting.

ARTICLE XIII ***Questions of Parliamentary Order***

Section 1 All questions of parliamentary order not provided for in these By-Laws shall be determined by parliamentary usage as contained in the most recent edition of STURGIS'S STANDARD CODE OF PARLIAMENTARY PROCEDURE.