



# ATMCH Constitution and By-Laws

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## **Preamble**

The purpose of this organization is to provide leadership in education, research and service in the field of maternal and child health.

## **Article I**

### **Name**

The name of this organization is the Association of Teachers of Maternal and Child Health.

## **Article II**

### **Membership**

Individual membership is open to individuals in the following categories: All faculty teaching maternal and child health or related subjects in schools of public health and other institutions of higher learning in the United States and other countries; Faculty who formerly taught maternal and child health or related subjects; Staff of maternal and child health teaching programs; and Students of maternal and child health or related subjects.

## **Article III**

### **Meetings**

1. Meetings are held semiannually. Additional meetings are called at the discretion of the Executive Committee. The Executive Committee determines the meeting agenda.
2. The fall meeting is the annual meeting and is held during the annual meeting of the American Public Health Association or at a time and place suggested by the Executive Committee and approved by a majority of members at the previous meeting.
3. The spring meeting is held during the meeting of the Association of Maternal and Child Health Programs or at a time and place suggested by the Executive Committee and approved by a majority of members at the previous meeting.
4. Additional meetings are called by the President.
5. When the policy of the Association needs to be expressed between meetings, the President contacts the members of the Executive Committee. If a proposed policy is approved by a majority of the Executive Committee members, the

President declares it interim Association policy. Such statements must be brought to the membership at its next meeting for consideration.

6. When one of the offices becomes vacant between elections, it is filled by the President with the approval of a majority of the Executive Committee members.

## **Article IV**

### **Officers**

1. The officers are: President, President-Elect, Secretary, Treasurer, and two Members-at large.
2. The President serves not more than one term of two years. The President-Elect serves for two years and assumes the office of President for the next two years. The Secretary serves for two years. The Treasurer serves for two years. The terms of the Secretary and the Treasurer do not overlap. The Members-at-large serve for two years and are elected on alternate years. In the first election of at-large members, one at-large election will be for a one-year term and the second for a two-year term.
3. The President serves as presiding officer at meetings. Between meetings he/she conducts the affairs of the Association in collaboration with the Executive Committee in accordance with the guidance provided by the membership at its meetings.
4. The President-Elect conducts Association business in the absence of the President.
5. The Secretary conducts the secretarial duties authorized by the membership.
6. The Treasurer conducts the financial duties authorized by the membership.
7. The Nominating Committee calls for nominations from the membership between the fall and spring meetings. It prepares a slate and presents it at the spring meeting at which it accepts additional nominations from the floor. Immediately after the spring meeting, all members in good standing are mailed a ballot for the election of officers.
8. The new officers assume their positions at the close of the fall (annual) meeting following their election.
9. The two Members-at-large conduct duties related to special projects authorized by the membership.
10. ASPH MCH Council Chair will be a liaison member with voting rights.
11. The Association of Maternal and Child Health Programs will appoint one of its board members to serve as a liaison to ATMCH, and the liaison will have voting rights.

## **Article V**

### **Voting**

Every member who has paid dues for that fiscal year is entitled to one vote at the annual meeting, at other meetings and on mail ballots.

## **Article VI**

### **Committees**

1. The Executive Committee is composed of the officers, the immediate past president and chairpersons of standing committees.
2. The Nominating Committee is composed of the immediate past president, who serves as chairperson, and 2 members appointed by the President
3. There are 3 standing committees: Education, Research and Membership
4. The President appoints the chairpersons of the standing committees with the approval of a majority of the Executive Committee members.
5. Other committees needed by the Association are appointed by the President with the approval of a majority of the Executive Committee members.

## **Article VII**

### **Amendments**

The Constitution and Bylaws are amended by a majority vote of the members present and voting at the fall (annual) meeting. A copy of the proposed amendments must be submitted to the Executive Committee for consideration at the spring meeting. A copy of the proposed amendments as approved by the Executive Committee must be mailed to each member at least three weeks before the fall (annual) meeting at which they are to be considered.

## **Article VIII**

### **Dues**

Dues are established by a vote of the membership.  
Retiring or honorary members are exempt from paying dues.

## **Article IX**

### **Fiscal Year**

The fiscal year is October 1 - September 30.

Constitution and Bylaws approved by ATMCH Members  
ATMCH Business Meeting, March 2, 1996

Last revised by membership at the Fall 2006 business meeting.