

## QUALIFICATIONS & TIME COMMITMENT

### PRESIDENT

This is an elected position. Traditionally, the outgoing chair of the Board of Chancellors (BOC) is elected to serve as president the next year. In alternate years, other current and/or past members who have served on the BOC are considered for this position. Normally this person is someone who has completed his/her sixth year on the BOC.

#### The president will:

- Be a member of the BOC.
- Be a member on the Executive Committee
- Act as ex-officio of all commissions and committees (except CNC, CSC and Judiciary Committee)
- Deliver the presidential address at the ACR Annual Meeting
- Perform other duties as may be prescribed by the BOC or Executive Committee
- Attend 3 BOC meetings a year – Spring (5 days) Fall (6 days), Winter Retreat (3 days)
- Participate on conference calls (approximately 6 per year)
- Attend chapter meetings (approximately 6 per year)
- Make society visits (approximately 4 per year)
- Attend other meetings (approximately 4 per year)

### VICE-PRESIDENT

This is an elected position. Traditionally a member rotating off the BOC after serving 5-6 years is recommended for this position.

#### The vice-president will:

- Be a member of the BOC.
- Be a member on the Executive Committee
- Be a member ex-officio of all commissions and committees (except CNC, CSC and Judiciary Committee)
- Perform such duties as may be prescribed from time to time by the BOC, Executive Committee or president.
- Attend 3 BOC meetings a year – Spring (5 days), Fall (6 days), Winter Retreat (3 days)
- Participate on conference calls (approximately 6 per year)
- Attend chapter meetings (approximately 4 per year)
- In the absence of the president or in the event of the president's inability or refusal to act, the vice-president shall perform the duties of the president and when so acting, shall have all the powers of and be subject to all of the restrictions of the president.

## **BOARD POSITIONS**

- The BOC is the executive body of the ACR and shall employ its powers for the diligent promotion of the purposes of the ACR and shall have authority and jurisdiction to conduct its business and affairs in accordance with applicable laws, its articles of incorporation and the bylaws.
- According to the ACR Bylaws, the Board shall consist of a number of chancellors, not to exceed 34 voting members.
- Contested elections for positions on the BOC are not mandatory. However, if there is more than one nominee for an elected position, and if that elected position would fill a vacant specialty or operational commission, then the College Nominating Committee (CNC) will designate specific candidates for that particular specialty or operational commission.
- A number of chancellors, not to exceed 15, are elected by the Council for a three-year renewable term.
- Up to nine members are appointed by the BOC and serve a one-year renewable term for a total of six years.
- Four societies (ARRS, ARS, ASTRO, and RSNA) are invited to have representation on the BOC. Each society may be asked to submit the names of 3 members (who must be members of the ACR), which are presented to the CNC who, after consultation with the chair of the BOC, selects one individual from each organization to serve on the Board for one three-year renewable term.
- In addition, one chancellor may be selected as proposed by the Canadian Association of Radiologists (CAR) to serve a single term of two (2) years.

## **BOARD MEMBERS**

- Must be practicing radiologists or radiological physicists who have been actively involved in the College and have leadership qualities beneficial in addressing the issues brought to the Board.
- Accept the duty of attending all sessions of the ACR Annual Meeting and its reference committees.
- Are responsible for implementing programs and activities, which accomplish policy goals, support activities of the College and have the authority to act on behalf of the College in a broad range of activities.
- Carry out Council policy and goals.
- Guide the finances of the College.
- Develop, review and approve annual reports covering the activities of the year from commissions, committees and task forces.
- Serve on commissions/committees and/or task forces as determined.
- Meet 3 times a year –Spring ACR Annual Meeting (5 days), Fall (6 days), Winter (3 days).
- Participate on conference calls. (Approximately 2 a year)
- Visit chapters.
- Attend commission & committee meetings and participate in their conference calls.
- Average of 6 hours per week not including meetings or conference calls
- Are asked to participate in RADPAC.

## **COUNCIL SPEAKER**

To be eligible to serve as a council speaker, the candidates must have served a minimum of two (2) years on the present or on a former Council Steering Committee (CSC) prior to election. The speaker is elected at the annual meeting for a single two-year term.

### **The speaker:**

- Serves as an officer of the ACR
- Serves as presiding officer at all Council and CSC meetings.
- arranges any supplemental programs that may be held in connection with the meetings of the Council.
- Supervises the conduct of the affairs of the Council.
- Votes only in the case of a tie.
- Is a voting member of the executive committee, BOC, & B&F
- Serves as chair of the CNC to elect a chair/co-chair.
- Assigns reports and resolutions to reference committees.
- Appoints members of the Credentials, Reference and Tellers Committees
- Appoints other work groups as deemed necessary for the proper functioning of the Council.
- Acts as ex-officio member of all CSC work groups
- Appoints councilors-at-large
- Attends at a minimum 3 meetings a year – Spring (5 days) Fall (6 days) Winter (3 days)
- Participates on conference calls (approximately 8 per year)
- Makes chapter visits as needed (approximately 3 per year)
- May serve as liaison to chapters, societies or commissions
- Participates in the development of Practice Parameters & Technical Standards as needed
- Average of 4 hours per week not including meetings or conference calls

## **COUNCIL VICE-SPEAKER**

To be eligible to serve as a council vice-speaker, the candidates must have served a minimum of two (2) years on the present or on a former CSC prior to election. The vice-speaker is elected at the annual meeting for a single two-year term.

### **The vice-speaker:**

- Serves as an officer of the ACR
- Serves as an ex-officio member of all CSC work groups
- Presides in speaker's absence or at the discretion of the speaker.
- Reviews the Digest of Council Actions
- Recommends to CSC actions on policies as part of the 10-year policy review
- Selects the Moreton Lecturer for the ACR Annual Meeting
- Is a voting member of executive committee, BOC & B&F
- Attends at a minimum 3 meetings a year - Spring (5 days) Fall Retreat (6 days) Winter (3 days)
- Participates on conference calls (approximately 8 per year)
- Makes chapter visits as needed (approximately 3 per year)
- May serve as liaison to chapters, societies, commissions
- Participates in the development of Practice Parameters & Technical Standards as needed

- Average of 4 hours per week not including meetings or conference calls

## **COUNCIL STEERING COMMITTEE**

The CSC consists of the speaker, vice-speaker and at least 15 but no more than 20 additional members of the Council. Eight members, who must have at least one year remaining as a councilor for the term for which they are nominated, are to be elected by the Council. At each annual meeting four members are to be elected from the candidates. Elected members of the CSC shall be eligible for re-nomination and re-election for a second 2-year term if they qualify. Councilors with only one year remaining as a councilor who win re-election can serve their final year as a councilor-at-large. The other members are appointed by the speaker and approved by the Council. Geographic distribution should be considered when recommending candidates/nominations. Nominees for election to the CSC should have attended at least one previous ACR annual meeting as a councilor, alternate councilor, or chapter officer.

### **The CSC members:**

- Must be a councilor for the term nominated (for election in May 2025 they must be a councilor until May 2027)
- Represent the Council between Council meetings
- Have primary responsibility for planning and evaluating the ACR Annual Council Meeting
- Serve as liaisons to chapters (may make chapter visits-approximately 3 per year), subspecialty organizations, government agencies and federal military branches represented in the Council, and ACR commissions.
- Are assigned to reference committees
- Are assigned as liaison to each regional or specialty caucus
- Should take an active role in debate of resolutions during reference committee sessions.
- Meet at a convenient time and site before each scheduled meeting of the Council in order to conduct business that may come before it.
- Attend 3 meetings a year –Spring (5 days), Fall Retreat (6 days) Winter (3 days)
- Participate on conference calls (approximately 6 per year)
- Participate in Capitol Hill visits.
- Are asked to participate in RADPAC
- Play a major role in the development and revision of the ACR’s Practice Parameters and Technical Standards.
  - Each parameter or standard that is expected to undergo field review is assigned to two CSC members to oversee the final phases of the review process.
  - An ad hoc committee, chaired by CSC members, is established to reconcile comments following field review.
  - Reconciliation work takes place October – December.

## **COLLEGE NOMINATING COMMITTEE**

The CNC consists of 9 members (6 elected by the Council, 2 from the BOC, 1 from the CSC), of which each year three are elected by the Council to serve one 2-year term. Members must be a councilor or alternate councilor for the term nominated. Members elected by the Council shall not simultaneously serve on the CSC. A member of the CNC may not be a nominee of the committee.

### **CNC members:**

- Meet via conference call to elect a chair/vice-chair for the CNC (meeting is chaired by Council speaker and held within 30 days following the ACR Annual Meeting)
- Meet via conference call no earlier than one month and no later than five months after elections held at ACR annual meeting.
- Send correspondence to chapter presidents, councilors, alternate councilors, society leaders seeking nominations.
- Take an active role in recruiting candidates through letters, phone calls, e-mail, and/or other appropriate means.
- Inform members by electronic notification of nominations for the offices of president, vice-president, Council speaker, Council vice-speaker, vacancies on the BOC, candidates for CSC, CNC and Intersociety Private Practice representatives.
- Propose nominee(s) with suitable qualifications to fill each vacant elected position on the BOC (in consultation with the chair of the BOC)
- Select one member of the ACR who is in private practice to attend the Intersociety Summer Conference for one 2-year term.
- Inform the membership at least 45 days before the ACR Annual Meeting of its nominations.
- Present nominations to the Council at its annual meeting
- Participate in 2-4 conference calls a year to review information on candidates and attend one meeting and/or conference call to recommend slate (lasts about 1 hour).

## **INTERSOCIETY PRIVATE PRACTICE REPRESENTATIVE**

The CNC selects one candidate each year to serve for one term consisting of 2 years on the Intersociety Committee. The candidate must be a physician who has a private office and/or who practices in a hospital without a radiology residency program.

### **The Intersociety private practice representative:**

- Attends the Intersociety Summer Conference
- Writes a report for the Council