

## **THE CONSTITUTION OF THE ASSOCIATION OF ANATOMICAL PATHOLOGY TECHNOLOGY**

1. The name of the Association shall be the Association of Anatomical Pathology Technology (abbreviated to AAPT)
2. The primary objective of the Association shall be, where agreed by the Council, to promote and develop standards that will enhance the professional standing of Anatomical Pathology Technologists (APTs) in Health Service, Local Authority run departments and other related professions as determined by Council.
3. Membership of the Association will be open to all existing trainee and qualified APT staff. The Council retains the right to refuse membership without justification, if such interest cannot be legitimised in professional terms.
4. The Secretary of the Association will administer applications for membership. Full membership will operate on three levels: Fellow Member, Member and Student Member. An Affiliate Member grade is available to individuals who wish to be affiliated to the Association. A Company Member grade is available to those companies who wish to be affiliated to the Association.
5. At least one presentation meeting will be held each year and will usually be combined with the Annual General Meeting (AGM).
6. The Honorary Officers of the Association shall be the President, Chair, Vice-Chair and Treasurer.
7. The post of President, Chair, Vice-Chair and Treasurer will be held for a minimum of two years with no barrier to re-election as a Council member. A retiring Chair will be offered the non-voting role of Past-Chair for a further period of one-year with no barrier for re-election to Council.
8. The Council, consisting of the Honorary Officers, and, at least ten, but no more than twelve Council members, will manage the affairs of the Association. A representative from the Institute of Biomedical Science (IBMS) shall be invited to attend in a non-voting capacity. Eight members of the Council shall form a quorum. Council members shall fill any casual vacancies in office and any persons appointed shall retain that post until the next AGM. Council may elect co-opted members for Council, or any of its associated committees, as and when necessary.
9. New Council members will be elected annually at the AGM. Any person wishing to stand for election to Council must submit a written application a minimum of four weeks before the AGM. Any applications received after this time will be declared null and void.
10. Members of the Council, with the exception of the Honorary Officers, will serve for a period of up to three years. At the end of a three-year term of office a Council member may stand for re-election at the AGM. In this circumstance the Council member must

submit their written application for re-election a minimum of four weeks before the AGM. Failure to submit a written application within the specified time limit automatically disqualifies that person for re-election.

11. Election to the Council will only be made from fully paid-up members of the Association and those who are registered with the Voluntary Registration Council.
12. An Executive Committee consisting of President, Chair, Vice-Chair and Treasurer shall be formed with full terms of reference.
13. The Council may approve the appointment of sub-committees with or without power to add to their number. Unless power to act is given by the Council, the decisions of the sub-committees shall require the sanction of the Council.
14. Council members should not miss three consecutive meetings including committees and sub-committees. Any person who does miss three consecutive meetings will have their term of office terminated with immediate effect. In the case of a Council member finding this difficult to comply with, the Council member in question should inform the Secretary as soon as possible. Where a Council member is unable to fulfil their role over a prolonged period, they will be asked to discuss their position on the Council with the Chair.
15. Upon election to Council, each member will be committed to uphold the professional duties and responsibilities expected of them and detailed in the AAPT Professional Code of Conduct for Council Members. A breach of any of the professional duties and responsibilities specified therein will result in automatic disqualification from office.
16. At each AGM there will be a report of proceedings, a statement of accounts (duly audited) and the election of officers and Council members. Whenever possible, the AGM will coincide with the annual conference.
17. Each Full Member of the Association shall have one vote. Members who are unable to attend may appoint a proxy. A signed statement appointing a proxy must be forwarded to the Secretary no less than three weeks before the date of the AGM to which it applies, and it must be renewed for each and every subsequent meeting.
18. When required in writing by 25 members of the Association, the Secretary shall convene a special general meeting by notice that shall indicate the nature of business to be discussed. No other business shall be considered at that meeting. Not less than 21 days notice shall be given of any special general meeting of the Association.
19. The Council shall agree the annual subscription of each member of the Association. Payment is due on confirmation of acceptance of membership and on each succeeding 1 April. Any member joining after 30 September shall pay one half of the annual subscription for that year alone.

20. The membership of any member whose subscription is not renewed upon receipt of the official reminder will be officially lapsed as a member of the Association. The Council retains the right to refuse re-registration.
21. Expulsion of any member of the Association shall be at the discretion of the Council, with right to appeal at the next Council meeting at which a two-thirds majority by ballot shall be required for reinstatement.
22. Membership of the Association, and the designatory letters 'MAAPT' may not be used as a professional qualification, nor may any member make any such inference.
23. No rule shall be made, altered or rescinded except by the Association in a general meeting. Proposals for amendments to the rules must be notified in writing (by at least two members and including via electronic means) to the Secretary at least 6 weeks prior to the AGM. Notification of any such proposal will be given in the notice convening the meeting.
24. The Association shall not be dissolved except at a special general meeting called for that purpose. The motion for dissolution must be agreed by at least two-thirds of the members present and by at least half of the total membership.
25. In the event of dissolution, the funds and other properties of the Association, after payment of all proper debts and liabilities, shall not be distributed among the members of the Association, but shall be transferred to a charitable institution appointed by a majority vote of those present at the special general meeting.