



## **CONSTITUTION & BYLAWS**

### **International Association of Colleges of Laboratory Animal Medicine**

#### **ARTICLE I Purpose**

**Section 1.** The name of this organization shall be the International Association of Colleges of Laboratory Animal Medicine (IACLAM).

**Section 2.** The primary purpose of IACLAM is to provide a common global communication platform for Diplomates of national or regional Colleges of laboratory animal medicine. Currently, this includes the American College of Laboratory Animal Medicine (ACLAM), the European College of Laboratory Animal Medicine (ECLAM), the Japanese College of Laboratory Animal Medicine (JCLAM), and the Korean College of Laboratory Animal Medicine (KCLAM). The objectives of this global laboratory animal medicine specialty organization is to promote the welfare and responsible use of laboratory animals through collaborations with veterinary specialists in the field, to promote education and training in laboratory animal medicine, to disseminate information relevant to the field, and to serve as research partners.

#### **ARTICLE II Membership**

**Section 1.** IACLAM is an association of Colleges, specifically the existing Colleges of laboratory animal medicine in existence around the world. Appointed representatives of these Colleges shall serve on the IACLAM Board. Other members of the Colleges may be asked to participate in specific IACLAM activities based on their area of expertise, etc.

**Section 2.** Should other Colleges of Laboratory Animal Medicine be organized elsewhere in the world, they may be considered for membership in IACLAM.

**Section 3.** Associate membership recognizes efforts of laboratory animal veterinary specialists to establish a College of Laboratory Animal Medicine. Associate membership will initially be granted on a three-year renewable basis. Renewal will be contingent on evidence of progress towards full membership.

## **ARTICLE III Board**

**Section 1.** The IACLAM Board shall be comprised of three members each from each full member College who shall enjoy all of the rights and privileges of IACLAM including participation in meetings, voting, and holding office. IACLAM Board members are representatives of their respective Colleges, and as such, should consult with their Colleges to ensure that viewpoints expressed are representative of the College. Each associate member College may nominate up to three members to participate in all IACLAM discussions. Associate member College representatives are not eligible for executive positions nor will they have voting privileges within IACLAM.

**Section 2.** IACLAM Board members are appointed by the Boards of the constituent Colleges, and at least one representative from each College shall be an Officer or Council member of the College.

**Section 3.** The term of membership on the Board is three years. Terms are renewable.

**Section 4.** The Board shall meet 2-4 times each year, generally by telephone, video, electronic conferencing or other similar means. The Board shall normally meet face to face once per year. Five members of the Board, including at least 1 member from each of the four Colleges (ACLAM, ECLAM, JCLAM, and KCLAM) shall constitute a quorum for the transaction of business.

## **ARTICLE IV Officers**

**Section 1.** The officers shall be a President, Vice President, Immediate Past President and Secretary/Treasurer. The officers shall be elected by the members of the Board, subject to a majority decision.

**Section 2.** The term of office for each officer shall be two years. The term shall commence at the adjournment of the annual meeting of the American Association for Laboratory Animal Science (AALAS) and terminate upon adjournment of the AALAS meeting two years thence. Officer terms are renewable once for a total of 4 years of appointment.

**Section 3.** The President of the IACLAM Board shall preside at all meetings of the Board. The Vice President shall preside at a meeting in the absence of the President and shall succeed to the office of President should that office be vacated before the end of the term. The Immediate Past President shall preside in the absence of both the President and Vice President. The Secretary/Treasurer shall maintain the records of the organization, attend all meetings of the Board, keep all notes and records of official meetings and sessions until the Board approves their disposal, and prepare all formal correspondence on behalf of the organization. This officer shall oversee maintenance of the financial records of the organization. Should a vacancy occur in any office, the President shall make an interim appointment to that office from the current members of the Board for the

remainder of the unexpired term, which shall be ratified by the Board. The President shall serve as Immediate Past President upon expiration of his/her term.

## **ARTICLE V Secretariat**

A secretariat will be used by IACLAM to provide the administrative and logistical support to the Board and to ensure continuity during periodic changes in the officers.

## **ARTICLE VI Dues**

*Section 1.* Each member and associate member College of Laboratory Animal Medicine shall pay the dues for membership into IACLAM.

*Section 2.* The dues shall be recommended by the Board and shall be payable on January 1<sup>st</sup> of each year or as invoiced, and remitted to the Secretariat.

## **ARTICLE VII Amendments**

This Constitution and Bylaws may be altered, amended or repealed and new Constitution and Bylaws may be adopted by the affirmative vote of two thirds (2/3) of the members present at a meeting of the Board. The adopted amendment(s) will go into effect immediately upon approval.

## **ARTICLE VIII Official Language**

The official and working language of IACLAM shall be English.

## **ARTICLE IX Dissolution**

A decision to dissolve IACLAM shall require the consent of at least three-quarters of the member Colleges. Upon dissolution of IACLAM, the Board shall, after paying or making provision for the payment of all of the liabilities of the corporation, revert all of the assets of the association back to the member Colleges in equal measure.

Rev: February 23, 2016