

**BYLAWS OF
SPORTS PHYSICAL THERAPY SECTION
AMERICAN PHYSICAL THERAPY ASSOCIATION**

ARTICLE I. NAME

The name of this organization is the Sports Physical Therapy Section, hereinafter referred to as the Section, of the American Physical Therapy Association, hereinafter referred to as the APTA.

ARTICLE II. OBJECT

The objects of the Section shall be to:

1. Assist the APTA in furthering its objectives as outlined by the APTA bylaws and by policy statements/actions taken by the House of Delegates.
2. Meet the needs of the membership through the development and improvement of sports physical therapy education, practice, and research.
3. Promote and develop the credibility of the Physical therapist in the field of sports medicine, among other health care professionals, agencies, and professional associations, and to the public at large.
4. Provide a forum for the identification of issues concerning the sports physical therapist and a mechanism to take coordinated action.
5. Foster communication and fellowship among members.

ARTICLE III. FUNCTIONS

The functions of the Section shall be to:

1. Carry out the functions for the APTA as set forth in the APTA bylaws and in policy statements/actions taken by the House of Delegates as they relate to the Section.
2. Serve as a resource to assist with the review, development, and maintenance of standards of practice, education, and research as they relate to the sports physical therapist, upon request of the appropriate parties.
3. Maintain communication and cooperation with other health care professionals, agencies, and professional associations in areas of mutual interest.
4. Represent the sports physical therapist before governmental, professional and voluntary agencies, and the public where appropriate in accordance with APTA bylaws and policies.
5. Provide educational offerings to allow members to develop and improve existing clinical, professional, and administrative skills.
6. Schedule and hold regular meetings which allow for the identification of concerns of the membership and the development of coordinated plans of action.

ARTICLE IV. MEMBERSHIP

Section 1. Categories and Qualifications of members.

The Section membership categories and qualifications for Physical Therapist, Retired Physical Therapist, Life Physical Therapist, Student Physical Therapist, Physical Therapist Assistant, Retired Physical Therapist Assistant, Life Physical Therapist Assistant, and Student Physical Therapist Assistant shall be the same as those of the Association.

Section 2. Rights

The rights and privileges of the Section's members shall be identical to those established in the Association bylaws.

Section 3. Admission of Membership

The payment of required dues (See Article XII, Section 2) for members in good standing in APTA shall constitute application of and admission to Section membership. Signed applications from members in categories not requiring dues shall constitute application of and admission to Section membership.

Section 4. Good Standing

An individual member is in good standing within the meaning of these bylaws if

- A: He or she is in good standing with the APTA and
- B: He or she makes timely payments of all dues.

Section 5. Disciplinary Action

Any member of the Section who is suspended by the Association shall have their membership privileges suspended in the Section. Any member of the Section who is expelled from membership in the APTA or who fails to make payment of required Section dues shall be expelled from Section membership.

Section 6. Reinstatement

The Executive Committee may reinstate any expelled member:

- A: Who had not been in good standing with the APTA and has been restored in good standing by the APTA and

B: Whose membership was revoked to nonpayment of Section dues and who has paid all dues owed at the time this membership was revoked.

ARTICLE V. SECTION COMPONENTS

Section 1. Regions and special interest groups

Sections may be organized into regional or special interest groups upon approval of the Section's Executive Committee. These groups will be subject to the rules and conditions as established by the Section. The Executive Committee of the Section also has the authority to dissolve any such group.

Section 2. Limitations

The Section and any other group that it authorizes is subject to the following limitations:

A: The bylaws and policies of the Association and the Section.

B: No component shall profess or imply that it speaks for or represents the Sports Physical Therapy Section unless authorized to do so in writing by Sports Section Executive Committee.

ARTICLE VI. MEETINGS

Section 1. Combined Sections Meeting

The Section will conduct a program and business meeting during the Combined Sections meeting and

A: Shall be responsible for organizing and planning the business and program meetings and coordinating these events with other APTA activities.

B: Shall submit Combined Sections Meeting program summaries to APTA headquarters within 30 days.

Section 2. Special meetings

The Executive Committee may call additional-special membership meetings as circumstances warrant, during the course of the calendar year and shall call a regular or special meeting upon receipt of a written petition of 50% of the Section membership.

Section 3. Notice of Meetings

The time and place of membership meetings shall be announced by publication or electronically least 60 days before the scheduled date of the meeting.

Section 4. Conduct of Business

A: All meetings of the Section shall be governed by the parliamentary rules and usage contained in the current edition of Robert's Rules of Order Newly Revised.

B: All legislative and elective powers and authority of determine policies of the Section including the power to amend or repeal these bylaws are vested in the voting body. The body shall elect the Executive Committee officials by mail or electronic ballot as outlined in the Section's policy and procedure manual.

C: A quorum at any general meeting of the Section shall consist of 25 members. A quorum at any meeting of the Executive Committee, or any authorized and recognized group shall consist of three-fifths of the committee, except as specifically denoted elsewhere in this document.

Section 5. Meeting Minutes

All meeting minutes shall be submitted to the Association within 45 days of the date of the meeting.

Section 6. Business Meetings

The section will conduct at least one Business Meeting per year. The meeting held at the APTA CSM shall be known as the Annual Meeting.

ARTICLE VII. EXECUTIVE COMMITTEE

The Executive Committee consists of elected officers who are the President Elect, Vice-President, Secretary, Treasurer, and Representative-at-Large, plus the President, with the exception inherent to those years when there is no President Elect. The Section Representative to the House of Delegates, if it is someone other than the Section President, may attend the Executive Committee meetings upon invitation from the President, but will not be granted voting privileges.

Section 1. Qualification

Only such members of the Section as are provided for in APTA Bylaws, Article IV. Section 3. Sub-paragraph B(3)b, who have been members in good standing for a period of at least two years immediately preceding their election, and who have consented to serve, shall be eligible for election to office.

Section 2. Tenure

A: The term of each Executive Committee member shall be three years or until the election of their successors, with the single exception of the office of President Elect, which shall be a term of one year.

B: Members of the Executive Committee shall assume office at the end of each Annual Conference.

C: No member shall serve more than two complete consecutive terms on the Executive Committee. Any member serving two complete terms on the Executive Committee is to be excused from running for future executive office for a period of time equal to the time served. The combined service of President Elect and President shall be considered one term in office.

Section 3. Duties

The Executive Committee shall, in addition to the duties otherwise imposed by these bylaws

A: Carry out the mandates and policies of the Section as determined by the membership.

B: Direct business and financial affairs on behalf of the Section, be responsible for all property and funds, and prepare a financial report and submit that report along with the annual audit to the APTA.

C: Provide for bonding of all persons handling money for the Section and be responsible for all its property and funds.

D: Create, appoint, and determine functions of all committees, except the Nominating Committee and establish priorities for those committees.

E: Approve the program time and place of the team and other meetings.

F: Be responsible for the Section's official publication.

G: Provide general liability to all members of the Executive Committee

Section 4. Conduct of Business

The Executive Committee shall meet at least twice a year. Three members shall constitute a quorum. The President may call a special meeting of the Executive Committee on his or her own initiative and must call a special meeting on written request of two members of the Executive Committee. The President must provide five days' notice before the special meeting.

Section 5. Vacancies

In the event that the President is not able to complete his/her responsibilities, the Vice-President will fill the unexpired term. For the remaining members of the Executive Committee, any vacancy will be filled with an appointment by the remaining members of the Executive Committee. If any vacancy occurs during the first year of office, then a special election will be held for replacing that person.

ARTICLE VIII. OFFICERS

Section 1. President

The President shall preside at all meetings of the membership and Executive Committee. Reports requested to the APTA Board of Directors shall be submitted by the President, but shall include an activity report by February 15th to APTA. The President shall also direct and delegate to the Administrative representatives of the Administrative, Governance, Membership, and Education Service Teams.

Section 2. Vice-President

The Vice-President shall assume the duties of the President if that person is absent or incapacitated.

Section 3. Secretary

The secretary will keep the minutes of the proceedings of the meetings of the membership and of the Executive Committee and shall be responsible for making a written report available to the membership during business meetings and to the Executive Committee and for preparing a summary of the proceedings of all meetings including the results of the elections, upon request. He or she shall provide for the printing of any forms necessary for the Section, prepare all correspondence for the Section, and maintain Section Archives. The Secretary shall also serve as the Administrative representative to the Governance Service Team and shall report to the President.

Section 4. Treasurer

The Treasurer will manage the Section's finances and report in writing the Section's financial status to the members and to the Executive Committee. The Treasurer shall serve as Administrative representative to the Administrative Service Team and shall report to the President. The Section shall submit its financial statements, tax returns, and audit report to the Association when and as directed by APTA Headquarters.

Section 5. Representative-at-Large

The Representative-at-Large will serve as the Administrative representative to the Membership Team and Nominating Committee and shall report to the President. The Representative-at-Large will assist the Executive Committee in formulating the yearly strategic planning process.

Section 6. President Elect

The President Elect will, at the end of one year in office, assume the position of President of the

Section and all the responsibilities of that office for a full three-year term.

ARTICLE IX. DELEGATE TO THE APTA'S HOUSE OF DELEGATES

Section 1. Selection of Delegate

The official representative of the Section to APTA's House of Delegates shall be the Section President or a member in good standing of the Section and appointed by the Section President and approved by the Executive Committee.

Section 2. Term and tenure

If the Section President elects not to serve as that delegate, then the length of term for the appointment shall be one year with no limitations on consecutive terms.

Section 3. Member qualifications

A member that is selected as Section Delegate shall have been a member in any membership category for two years to qualify to be a delegate.

Section 4. Notification to APTA

The Section shall notify Association Headquarters of the name of the Section Delegate, as required by the Association and the Standing Rules of the House of Delegates.

ARTICLE X. ELECTION PROCEDURE

Section 1. Schedule of elections

Beginning in 1997 and every third year thereafter, elections will be held for Vice-President, Secretary, one member of the Nominating Committee, and the President Elect. Beginning in 1998 and every third year thereafter, elections will be held for Treasurer, Representative-at-Large, and two members of the Nominating Committee.

Section 2. Election mechanics

Election of the members of the Executive Committee shall be by mail or electronic ballot. The election slate shall be completed after the Combined Sections Meeting. Completed ballots must be post-marked by May 1st. Ballots are tabulated and results are given at the Annual Conference. Results of the elections are sent to APTA Component Relations within 45 days by the Secretary of the Section.

ARTICLE XI. COMMITTEES

Section 1. Nominating Committee

A: This committee, elected by the membership, consists of three members who have been Physical Therapist, Life Physical Therapist, Retired Physical Therapist, or members for at least two years immediately prior to their election. Members shall be elected to three-year terms. The most senior member shall become Chairperson, or, when two members are elected in the same election, the member that received the most votes in that election shall be Chairperson. No member is to be elected more than two successive completed terms.

B: Vacancies in the committee shall be filled by appointment by the Executive Committee until the next regularly scheduled Section election. At the time of this election, the individual elected shall be elected to fill only the unexpired portion of that term.

C: The committee shall prepare a list of at least two nominees for each position from those consenting to serve for Executive Committee and members of the Nominating Committee. Results of the election shall be reported to the membership in JOSPT, Progress Notes, or by other appropriate written means. Results shall also be reported at the Section business meeting at Team Concept Conference and mailed to APTA headquarters within 45 days.

Section 2. Service Teams

Service team leaders shall be appointment as needed by the Executive Committee and service team leaders include but are not limited to:

A: Administrative Service Team Leader.

B: Education Service Team Leader.

C: Professional Development Team Leader.

D: Governance Service Team Leader.

E: Membership Service Team Leader.

Team coordinators and team members are supported by service team leaders subject to approval of the Executive Committee.

Section 3. SPTS-JOSPT Editor

The SPTS-JOSPT Editor is jointly appointed by the Executive Committees of both the Orthopedic and Sports Sections.

ARTICLE XII. FINANCE

Section 1. Fiscal year

The fiscal year of the Section is January 1 to December 31 and coincides with that of the APTA.

Section 2. Annual Dues

A: Section dues shall not exceed APTA dues for any particular membership category without specific approval of the APTA's Board of Directors. The dues of the Section except as allowed above for twelve months of membership are

1. Physical Therapist Dues : \$60.00.
2. Physical Therapist-Post Professional Student Dues:\$25.00
3. Physical Therapist Assistant Dues: \$50.00
4. Retired Physical Therapist and Retired Physical Therapist Assistant Dues: \$0
5. Life Physical Therapist and Life Physical Therapist Assistant Dues: \$0
6. Student Physical Therapist and Student Physical Therapist Assistant Dues: \$20.00

B: Revisions of the dues can only be accomplished through amendment of the bylaws. All dues changes approved by the Section membership and approved by the Association's Board of Directors before the Association's deadline will become effective on the first of the Association's next fiscal year.

Section 3. New Members

Members wishing to join the Section shall pay current dues which entitles an individual to membership in the Section until the member is billed for APTA dues. At this time, the member shall also be billed for Section dues for the ensuing 12 months of membership.

Section 4. Limitations on Expenditures

A: No officer, employee, or committee shall spend any money not provided in the budget allotment except by order of the Executive Committee.

B: The Executive Committee shall not commit the Section to any financial obligation exceeding its current financial resources.

C: The Finance Committee may authorize reappropriation of unspent budget funds only to allow payment of administrative expenses exceeding the budgeted amounts.

ARTICLE XIII. PUBLICATION

The Journal of Orthopaedic and Sports Physical Therapy shall be the title of the official publication of the Section.

ARTICLE XIV. AMENDMENTS AND DISSOLUTION

Section 1. Amendments

These bylaws may be amended by any of the following methods:

A: By vote, provided that

1. Any proposed amendment had been submitted in writing to the Executive Committee at least 60 days before the date of the meeting on which action is to be taken, and

2. Copies of the proposed amendment have been mailed to each voting member or posted electronically at least 30 days prior to the meeting at which the action is to be taken.

B: By mail or electronic ballot to the membership at large conducted in a manner so as the results are made available for the Section business meeting at CSM or Team Concept Conference.

C: If the intent of an amendment is editorial or to bring the Section's bylaws into agreement with those of the Association, the amendment shall be made as required by the SPTS Chairperson of the Bylaws Committee and shared with the SPTS Board of Directors. The SPTS Chairperson of the Bylaws Committee shall notify the Section's membership that such amendments have been made.

D: By typographical updates, which can be made by affirmative vote of two-thirds of the voting members present at SPTS business meetings without any other restrictions.

E: Amendments to the Section Bylaws become effective upon approval in writing by the Association's Board of Directors. (Exception: Changes in Section dues become effective on the first of the Section's next fiscal year following approval.)

Section 2. Dissolution

A: The involuntary dissolution of the Section by the action of the APTA House of Delegates shall be prescribed as provided in the APTA Bylaws, Article V. Section 2-F, (3).

B: The Section may voluntarily dissolve by a two-thirds majority vote at any membership meeting on a resolution to dissolve that has been mailed to each member of the voting body no less than 30 days before the meeting at which the vote is to be taken.

C: Disposition of the Section properties and records in the event of dissolution is provided for in the APTA Bylaws, Article V, Section 2.

ARTICLE XV. APTA AS HIGHER AUTHORITY

In addition to these bylaws, the Section is governed by APTA's Bylaws and Standing Rules, and by APTA policies.

Updated/Retyped 2/20/2003

06/10/04

09/25/06 (HOD changes)

04/01/08 Dues increase, Article XII,

Section 2, approved by

Section mbrs 02/08/08, and by APTA .

Proposed Changes 08/27/08