

Sports Physical Therapy Section

of the American Physical Therapy Association

Shoulder Special Interest Group

Standing Rules

I. STRUCTURE

A. Name

The name of this organization shall be the Shoulder Special Interest Group (SSIG) of the *Sports Physical Therapy Section* of the American Physical Therapy Association.

B. Purpose

The purpose of the SSIG shall be to provide a specific forum where individuals having a common interest in physical therapy for the shoulder may meet, confer, and promote patient care through education, clinical practice and research.

C. Objectives

1. Enhance physical therapy management of disorders of the shoulder based upon scientific foundation.
2. Provide a forum for the discussion of the management of disorders of the shoulder among physical therapists from the Sports Section, as well as other APTA sections.
3. Provide education and promote interaction among members to provide:
 - a. Standards for entry-level physical therapy education programs in regard to management of the shoulder disorders.
 - b. Standards for measurement protocols as well as terminology relative to the examination procedures for the shoulder.
4. Provide a forum for interaction with other health care professionals who treat shoulder disorders.
5. Provide a network for enhancing communication between clinicians, academicians, and researchers in physical therapy interested in the management of the shoulder joint.

II. MEMBERSHIP

All APTA members are invited to attend meetings of the SSIG. Participants who are not members of the *Sports Physical Therapy Section* will not be permitted to vote in SSIG business meetings, but are encouraged to contribute to the discussion.

III. MEETINGS

- A. One business meeting and one educational meeting of the SSIG members shall be held annually at the Combined Sections Meeting. In addition, one conference call among SSIG Executive Committee members will be conducted annually.
- B. Additional educational meetings may be held during the course of the calendar year provided there is no conflict with the *Sports Physical Therapy Section* or APTA functions. These will not be subsidized by the *Section*.
- C. A minimum of ten (10) voting SSIG members shall constitute a quorum.

IV. OFFICERS

- A. The SSIG will elect the following officers with each serving a two (2) year term, effective at the close of the Combined Sections Meeting. Only *Sports Physical Therapy Section* members are eligible to run for office.
 - 1. A Chairperson, elected in odd years
 - 2. A Vice-Chairperson, elected in even years
 - 3. A Secretary, elected in odd years
 - 4. Four Nominating Committee members, with two elected in odd years and two elected in even years
- B. The SSIG Executive Committee shall consist of the Chairperson, Vice-Chairperson, and Secretary.
- C. Nominations for SSIG Officers can be made in person at the annual business meeting submitted in writing to the SSIG Nominating Committee prior to the Combined Sections Meeting.
- D. Any Officer vacancies that occur after election to office will be filled upon the recommendation of the SSIG Officers with the approval of the SSIG Executive Committee.

V. OFFICER DUTIES

A. Chairperson

- 1. Facilitates all meetings of the SSIG.
- 2. Attends *Sports Physical Therapy Section* business meetings and *Sports Physical Therapy Section* Board of Directors meeting at Combined Sections Meeting or sends designee.
- 3. Represents SSIG at *Sports Physical Therapy Section* meetings regarding SSIG activities as required by the *Sports Physical Therapy Section* Board of Directors.

4. Provides three (3) written reports: prior to Combined Sections Meeting, Annual Conference, and the Fall meeting of the *Sports Physical Therapy Section* regarding SSIG activities.
5. Submits information relative to SSIG functions to the Newsletter Team Coordinator of the *Sports Physical Therapy Section* for publication in appropriate newsletters.
6. Appoints committees and delegates tasks as necessary.
7. Serves as a liaison to other Sections and organizations with approval of the SSIG Executive Committee.
8. Serves as a resource for shoulder information to the *Sports Physical Therapy Section*.
9. Coordinates one (1) mailing per year to SSIG members through the *Sports Physical Therapy Section* office.

B. Vice-Chairperson

1. Prepares annual budget and coordinates funding matters with the treasurer of the *Sports Physical Therapy Section*. Budget submitted by July 1 each year.
2. Coordinate with the Team Coordinator of APTA Programming of the *Sports Physical Therapy Section*, SSIG programming based on suggestions by the SSIG membership.
3. Serves as Chairperson in the Chairperson's absence.

C. Secretary

1. Responsible for recording, or providing for recording, of the SSIG minutes which will be typed and distributed to the SSIG Executive Committee and *Sports Physical Therapy Section* Board of Directors.
2. Maintains all written records of the SSIG with copies sent to the *Sports Physical Therapy Section* office.
3. Maintains SSIG membership record sent to the *Sports Physical Therapy Section* office.
4. Submits minutes, consisting of motions only, to the Newsletter Team Coordinator of the *Sports Physical Therapy Section* for publication in the appropriate newsletter(s).

D. Nominating Committee

1. Determines a slate of candidates and submits names to the SSIG Executive Committee three (3) months prior to the Combined Sections Meeting.
2. Prepares a ballot for offices and coordinates the nomination/election process through the *Sports Physical Therapy Section* office two (2) months prior to the Combined

Sections Meeting.

3. The committee will attempt to include a minimum of two candidates per office when feasible.

VI. REVISION OF STANDING RULES

These standing rules may be changed, subject to approval of the Board of Directors of the *Sports Physical Therapy Section*, by a two-third's (2/3) vote of the SSIG members at the annual SSIG business meeting at the Combined Sections Meeting, provided that the members have been notified of the proposed changes in writing 30 days prior to the meeting.

VII. DISSOLUTION

A. Voluntary Dissolution

The SSIG may be dissolved by a two-third's (2/3) vote of the SSIG members present at any annual business meeting of the *Sports Physical Therapy Section*, a quorum being present, providing that notice has been given to the SSIG members 30 days prior to the meeting.

B. Non-Voluntary Dissolution

The SSIG may be dissolved by a two-third's vote of the *Sports Physical Therapy Section* Board of Directors if the SSIG membership falls below one hundred (100) members.