

AMERICAN SOCIETY
FOR
CLINICAL LABORATORY SCIENCE
GEORGIA



ASCLS-GA

MEMBERS HANDBOOK

AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE - GEORGIA HANDBOOK

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MISSION OF ASCLS-GA

The mission of the American Society for Clinical Laboratory Science - Georgia is:

- To assure patients and their physicians, as well as those persons concerned with health and research, the highest quality laboratory service that modern science affords;
- To expand and improve its services;
- To encourage intelligent and capable individuals to enter the educational pathway that leads to service in this profession and to assist them in their evaluation of the requirements, opportunities, and activities of the profession;
- To establish and maintain high standards for the profession and for the services performed by its practitioners;
- To provide a forum for discussion of matters pertaining to the profession of Clinical Laboratory Science and for action thereon;
- To promote programs of continuing education, research, and development;
- To represent the profession of Clinical Laboratory Science, to safeguard its standards, and to protect the professional interests of its members;
- To evaluate constantly the role and function of Clinical Laboratory Science;
- To encourage devotion to the professional service and to our country and respect for our fellow man, the rule of the majority, the needs of the minority, and the will of God.

PRINCIPLES OF ASCLS-GA

Clinical Laboratory Science is the application of physical, chemical, and biological principles to the performance of laboratory procedures. Clinical Laboratory Science encompasses research, development, teaching, supervision, and performance of these procedures and services.

Clinical Laboratory Science is an independent profession, which participates in and contributes to health services.

In order to be able to fully discharge its responsibilities, this Society is committed to the task of achieving equal opportunities in all aspects of any intersociety agency whose objectives are directed toward the profession of Clinical Laboratory Science in which this society is represented.

The Society is responsible for evaluating the requisites and for setting educational and other requirements for Clinical Laboratory Science. This Society will determine and implement these requirements by working with college and university facilities and certifying or licensing agencies.

This Society will provide the opportunity to increase knowledge in scientific depth and in advances of the profession through continuing education.

This Society will participate in the development of programs that evaluate and monitor the technical proficiency of the practitioners of Clinical Laboratory Science.

The Society provides a forum available to all practitioners subscribing to the Code of Ethics of the American Society for Clinical Laboratory Science and is the voice of the profession of Clinical Laboratory Science.

The philosophy of the American Society for Clinical Laboratory Science - Georgia requires that the profession place patient care above self-interest. Individual members are dedicated to uphold rigid standards of duty and performance. Patient care is jeopardized by working conditions which fail to provide properly educated, trained or adequately compensated laboratory professionals.

The American Society for Clinical Laboratory Science - Georgia endorses licensure of laboratories in order to promote high quality of patient care. The management and facilities of the laboratory determine standards of performance. Quality of performance depends on the individuals who carry out laboratory procedures. Licensure of laboratories provides a mechanism for setting minimum standards for the quality control of performance in medical laboratories.

The American Society for Clinical Laboratory Science - Georgia believes that standards should be uniform for all laboratories on any type of service performed.

OFFICERS OF ASCLS-GA

1948 - 1969

1948/49	President: Vice-President: Secretary: Treasurer:	Sadie Cartwright Estelle M. Gee Sara Anderson Carolyn Martin
1949/50	President: Vice-President: Secretary: Treasurer: Directors:	Sadie Cartwright Estelle G. Aldridge Evelyn Garrison Carolyn Martin Dorothy Baumstark, Annette Kelly, Adalyn Johnson
1950/51	President: Vice-President: Secretary: Treasurer: Directors:	Sadie Cartwright Alice Blair Evelyn Barrison Adalyn J. Wilson Dorothy Baumstark, Carolyn Martin, Audrey Walthall
1951/52	President: Vice-President: Secretary: Treasurer: Directors:	Carolyn Martin Florine Michels Audrey Walthall Jane Powell Mary Jo Farmer, Evelyn Morgan, Sadie Cartwright
1952/53	President: Vice-President: Secretary: Treasurer: Directors:	Betty Paulsen Estelle G. Aldridge Elizabeth Meyer Ann Weldon, Mary Jo Farmer, Carolyn Martin
1953/54	President: Vice-President: Secretary: Treasurer: Directors:	Lucy Anne Black Willard E. Journey Margaret Welch Audrey Walthall Ann Weldon, Genevieve Stout, Elizabeth Paulsen
1954/55	President: Vice-President: Secretary: Treasurer: Directors:	Genevieve Stout Willard E. Journey Margaret Welch Audrey Walthall Carolyn Martin, C. Edwin Smith, Lucy Anne Black
1955/56	President: President-Elect: Secretary: Treasurer: Directors:	Willard E. Journey Jewell Mitchell Sr. Andrew Josephine Pattisue Jackson Elizabeth Paulsen, Carolyn Martin, Genevieve Stout

1956/57	President: President-Elect: Secretary: Treasurer: Directors:	Jewell Mitchell Marlene Burgess Ann Weldon Pattisue Jackson Sr. Andrew Josephine, Elizabeth Paulsen
1957/58	President: President-Elect: Secretary: Treasurer: Directors:	Marlene Burgess Nancy Prigmore Lois C. Pierce Ellen Irwin Elizabeth Meyer, Jewell Mitchell, Sr. Andrew Josephine
1958/59	President: President-Elect: Secretary: Treasurer: Directors:	Nancy Prigmore Sr. Andrew Josephine Lois Pierce Gilda L. Jones C. Edwin Smith, Jewell Mitchell, Marlene Burgess
1959/60	President: President-Elect: Secretary: Treasurer: Directors:	Sr. Andrew Josephine Elizabeth Meyer Marion Pearlman Gilda L. Jones C. Edwin Smith, Willard Jurney, Nancy Prigmore
1960/61	President: President-Elect: Secretary: Treasurer: Directors:	Patisue Jackson Gilda L. Jones Martha Wright Frances Bartlett Lois Pierce, Willard Jurney, Sr. Andrew Josephine
1961/62	President: President-Elect: Secretary: Treasurer: Directors:	Gilda L. Jones J. M. Walters Sara Gray Frances Bartlett Lois Pierce, Bobby Neal Jones, Patisue Jackson
1962/63	President: President-Elect: Secretary: Treasurer: Directors:	J. M. Walters (resigned) Alton Couch Alton Couch Peggie Chapman Sara Gray Bobby Neal Jones, Carolyn Howard, Gilda L. Jones
1963/64	President: President-Elect: Secretary: Treasurer: Directors:	Alton Couch Sr. Andrew Josephine Martha W. Patterson Sara G. Smith Lois Pierce, Ann Anderson, Carolyn Howard
1964/65	President: President-Elect: Secretary: Treasurer: Directors:	Sr. Mary Conrad (Fahey) Ann Anderson Martha W. Patterson Ivey Lois Hubert Lois Pierce, Ray Adams, Alton Couch

1965/66	President:	Ann Anderson
	President-Elect:	Peggie Chapman
	Secretary:	Janell Cobb
	Treasurer:	Ivey Lois Hubert
	Directors:	Pat Hollins, Ray Adams, Sr. Mary Conrad
1966/67	President:	Peggie Chapman
	President-Elect:	C. Edwin Smith
	Secretary:	Carol Sibley
	Treasurer:	Ivey Lois Hubert
	Directors:	Pat Hollins, Gloria Gilbert, Ann Anderson
1967/68	President:	C. Edwin Smith
	President-Elect:	Martha W. Patterson
	Secretary:	Carol Sibley
	Treasurer:	Pat H. Kitchens
	Directors:	Gloria Gilbert, Ivey Lois Hubert, Peggie Chapman
1968/69	President:	Martha W. Patterson
	President-Elect:	Gloria Gilbert
	Secretary:	Janice Brown
	Treasurer:	Pat Hollins
	Directors:	Barbara Shick, Ivey Lois Hubert, C. Edwin Smith
1969/70	President:	Gloria Gilbert
	President-Elect:	Marilyn Kangelos
	Secretary:	A. Ruth Winningham
	Treasurer:	Pat Hollins
	Directors:	Barbara Shick, Jane Powell, Martha W. Patterson

1970 - 1989

1970/71	President:	Marilyn Kangelos
	President-Elect:	Barbara Shick
	Secretary:	A. Ruth Winningham
	Treasurer:	Pat Hollins (resigned), Peggie Chapman
	Directors:	Jane Powell, Sonja Bowen, Gloria Gilbert
1971/72	President:	Barbara Shick
	President-Elect:	Harold Muir
	Secretary:	Mary Eden Cochran
	Treasurer:	Ivey Lois Hubert
	Directors:	Sonja Bowen, Miriam Fryer, Marilyn Kangelos
1972/73	President:	Harold Muir
	President-Elect:	A. Ruth Winningham
	Secretary:	Ruth Robinson
	Treasurer:	Ivey Lois Hubert
	Directors:	Miriam Fryer (resigned), Jerry Herndon, Barbara Shick, Julie Powell
1973/74	President:	A. Ruth Winningham
	President-Elect:	Robert Jernigan
	Secretary:	Joyce Smith
	Treasurer:	Mary Eden Cochran
	Directors:	Julie Brownell, Jerry Herndon, Harold Muir
1974/75	President:	Robert Jernigan
	President-Elect:	Sharon Thatcher
	Secretary:	Joyce Smith
	Treasurer:	Mary Eden Cochran
	Directors:	Jerry Herndon, Geraldine Rinker, A. Ruth Winningham
1975/76	President:	Sharon Thatcher
	President-Elect:	Ard Watson
	Secretary:	Mae Allen
	Treasurer:	Elsie Stampe
	Directors:	Geraldine Rinker, Lois Ballard, Robert Jernigan, Juanita Love, Garland Epps
1976/77	President:	Ard Watson
	President-Elect:	Joyce Smith
	Secretary:	Martha Warren
	Treasurer:	Elsie Stampe
	Directors:	Lois Ballard, Juanita Love, Sharon Thatcher, Garland Epps, Sadie Browning
1977/78	President:	Joyce Smith
	President-Elect:	Mary Eden Cochran
	Secretary:	Martha Warren
	Treasurer:	Robert Jernigan
	Directors:	Ard Watson, Juanita Love, Jeff Wagner, Lynne Schwotzer, Linda Maynor

1978/79	President: President-Elect: Secretary: Treasurer: Directors:	Mary Eden Cochran Jeff Wagner (resigned) Lois Ballard Linda Maynor Robert Jernigan Martha Warren, Geraldine Hunnicutt, Carol Hazel, Lynne Schwotzer, Joyce Smith
1979/80	President: President-Elect: Secretary: Treasurer: Directors:	Lois Ballard Martha Warren Geraldine Hunnicutt Julie Crowley Mary Eden Cochran, Betty Lentz, Betty Devon, William Cook
1980/81	President: President-Elect: Secretary: Treasurer: Directors:	Martha Warren Geraldine Rinker Stanley Fouche Julie Crowley Lois Ballard, Linda Maynor, Curtis Beamon, Edward Bell, Vicki Yurchuck
1981/82	President: President-Elect: Secretary: Treasurer: Directors:	Geraldine Rinker Edward Bell Vicki Yurchuck Harold Muir M. Susan Osier, Curtis Beamon, Carolyn Gilbert, Stuart Milne
1982/83	President: President-Elect: Secretary: Treasurer: Directors:	Edward Bell Carolyn Gilbert Theresa Vincent Julie Crowley M. Susan Osier, Ann E. (Bette) Neely, Sue Chance, Branda Kersey, Tracie Jenkins, Vicki Yurchuck, Jeanie Goodrich, Sheila Richardson, Margaret Herrin
1983/84	President: President-Elect: Secretary: Treasurer: Directors:	Carolyn Gilbert Julie Crowley Nancy Boulifard Jeanie Goodrich M. Susan Osier, Ann E. (Bette) Neely, Tim Mathis, Brenda Kersey, Sue Chance Shippey, Tracie Jenkins, Vivian Pridgen, Lisa Chambers, Sheila Richardson
1984/85	President: President-Elect: Secretary: Treasurer: Directors:	Julie Crowley Curtis Beamon Tim Collier Jeanie Goodrich Dot Carroll, Brenda Kersey, Deborah McCarthy, Edie Carden, Vivian Pridgen, Lisa Chambers, Sheila Richardson, Tim Collier

1985/86	President:	Curtis Beamon
	President-Elect:	Joeline Davidson
	Secretary:	Sheila Richardson
	Treasurer:	Susan Hoehn
	Directors:	Tim Collier, Dot Carroll, Lester Hardegree, Deborah McCarthy, Marcia Lee, Vivian Pridgen, Judy Gabriel
1986/87	President:	Joeline Davidson
	President-Elect:	Juanita Love
	Secretary:	Cathy Minish
	Treasurer:	Mary Eden Cochran
	Directors:	Ginger Townsend, Lester Hardegree, Tony Sells, Garland Pendergraph, Vivian Tridgen, Judy Gabriel, Joyce Smith
1987/88	President:	Juanita Love
	President-Elect:	William Kelly
	Secretary:	Kimberly Holliday
	Treasurer:	Barbara Edwards
	Directors:	Sharon Kutt, Nisi Zell, Garland Pendergraph, Tony Sells, Michael Pascoe, Debbie Alston, Cathy Minish
1988/89	President:	William Kelly
	President-Elect:	Judy Gabriel
	Secretary:	Kimberly Holiday
	Treasurer:	Barbara Edwards
	Directors:	Sharon Kutt, Nisi Zell, Garland Pendergraph, Patricia Linkous, Michael Pascoe, Debbie Alston, Cathy Minish
1989/90	President:	Judy Gabriel
	President-Elect:	Cathy Minish
	Secretary:	Pam Maples
	Treasurer:	Barbara Edwards
	Directors:	Sharon Kutt, Nisi Zell, Garland Pendergraph, Patricia Linkous, Martha Thom, Ola Monday, Patricia Minor

1990 - Present

1990/91	President: President-Elect: Secretary: Treasurer: Directors:	Cathy Minish Cynthia Fuller Stanley Fouche Barbara Edwards Joseph Martinez, Nesi Zell, Keith Cason, Patricia Linkous, Martha Thom, Ola Monday, Sara Eller
1991/92	President: President-Elect: Secretary: Treasurer: Directors:	Cynthia Fuller Stanley Fouche Nisi Zell Ola Monday Joseph Martinez, Keith Cason, Darcell Thaxton, Martha Thom, Myra Fredricks, Sara Eller
1992/93	President: President-Elect: Secretary: Treasurer: Directors: Student Form:	Stanley Fouche Juanita Love Beth Kenimer Ola Monday Hamid Shaik, Nisi Zell, Deborah Friese, Marcia Lee, Martha Thom, Ginny Edwards, Sara Eller Donna Oakes
1993/94	President: President-Elect: Secretary: Treasurer: Directors:	Juanita Love Jean Weed Beth Kenimer Ola Monday Hamid Shaik, Nisi Zell, Deborah Friese, Marcia Lee, Bonnie Gum, Virginia Edwards, Barbara Beninato
1994/95	President: President-Elect: Secretary: Treasurer: Directors:	Jean Weed Marcia Lee Dorothy "Dot" Curry Ola Monday Hamid Shaik, Nisi Zell, Deborah McCarthy, Catherine Root, Bonnie Gum, Glen McDaniel, Barbara Beninato, Joyce Massey, Anne Roebuck
1995/96	President: President-Elect: Secretary: Treasurer: Directors:	Marcia Lee Marcia Lee Angela Hawkins Rosanna Hill Hamid Shaik, James "Jim" Peterson, Deborah McCarthy, Catherine Root, Hyo Lee, Glen McDaniel, Barbara Beninato, Joyce Massey, Anne Roebuck
1996/97	President: President-Elect: Secretary: Treasurer: Directors:	Marcia Lee Hamid Shaik Angela Hawkins Rosanna Hill Regina Mobley, James Peterson, Garland Pendergraph, Catherine Root, Bonnie Gum, Glen McDaniel, Barbara Beninato, Cathy Minish, Anne Roebuck

1997/98	President:	Hamid Shaik
	President-Elect:	Bonnie Gum
	Secretary:	Ola Monday
	Treasurer:	Rosanna Hill
	Directors:	Regina Mobley, James Peterson, Garland Pendergraph, Cathy Root, Mae Allen, Glen McDaniel, Linda Maynor, Barbara Beninato, Cathy Minish, Sue Ozier
1998/99	President	Bonnie Gum
	President-Elect	James Peterson (resigned)
	Secretary	Ola Monday
	Treasurer	Rosanna Hill
	Directors:	Mae Allen, Shirley Gibby, Linda Maynor, Sue Ozier, Ann Rodgers, Patty Linchous, Ann Arnette, Cathy Weaver

DUTIES OF ASCLS-GA OFFICERS

President

Constitutional Quote: Bylaws, Article VII, Section 2.

The President shall be the chief executive officer of this Society. The President shall preside at all meetings of the Society and of its Board of Directors; be ex-officio member of all committees; serve on the ASCLS President's Council and the Regional Council of ASCLS; appoint a chairperson for all standing committees immediately or within one (1) month of his incumbency; appoint at any time any special committee deemed necessary for the proper functioning of the Society; and perform all other duties customary to the office as defined by parliamentary authorities.

State Responsibilities:

1. Represent the Society or appoint a representative when appropriate for all meetings.
2. Have at each meeting:
 - a. A copy of the bylaws and other rules adopted by the Society,
 - b. A copy of the adopted parliamentary authority,
 - c. A list of all standing special committees, and
 - d. An agenda of all the business to come before the meeting.
3. Be familiar with the basic rules of parliamentary procedure and see that the business of the assembly is transacted in proper order and expedited as much as possible.
4. Refer to committee chair or other person, requests for actions as a result of actions taken by the Board of Directors or Presidential decisions.
5. Inform membership, through appropriate media, of pertinent information throughout the year (i.e., activities and actions at National level). Distribute copy of all leadership mailings to all Board and Advisory Council.
6. Publish a "President's message" in each issue of the official publication of ASCLS-GA.
7. Prepare and distribute an agenda for all meetings.
8. Appoint a parliamentarian and sergeant-at-arms for the annual business meeting.
9. Inform membership at the annual business meeting of all transactions taken during the year.
10. Notify chairs of any deadline dates for current year (i.e. awards deadlines; Board meetings; budget requests; Board and committee reports; national, state, and regional deadline dates).
11. Install newly elected officers and board members at the annual meeting.
12. Lead the ASCLS-GA delegation at the annual ASCLS meeting.

13. Call special meetings of the Board in an emergency or hold conference calls if deemed necessary.
14. To assure success, advise and/or consult with the convention manager and general convention chairman on overall arrangements for the annual business meeting and convention.
15. Appoint representatives to appropriate agencies or groups, when deemed advisable, informing memberships of such appointments.
16. Maintain close contact with all elected and appointed representatives of ASCLS-GA to other societies, agencies, and interest groups.
17. Publish in the official publication of the Society all position papers adopted by ASCLS-GA.
18. Perform all other duties customary to the office as defined by parliamentary authorities and the bylaws.
19. At the discretion of the President, ASCLS-GA will send appropriate memorials for deceased members and other particular persons.
20. Maintain President's file and pass it on to next president. Keep the following in file:

Bylaws and Handbook	Region III reports for prior 2 years
Responsibilities	Ceremony for Installation of officers
File Content	Correspondence
Annual report for prior 2 years	Detailed minutes of last 2 years

Region III Responsibilities:

1. Write necessary reports (i.e., Council reports).
2. President serves as official representative on the Region III Council.

National Responsibilities:

1. Send to ASCLS the names and addresses of all officers, Board members and Advisory Council members prior to the ASCLS Annual meeting.
2. Send list of the delegates to the House of Delegates with their addresses and membership numbers, as requested by ASCLS.
3. Nominate Omicron Sigma.
4. Write annual report and respond to all other requests from national.

President-Elect

Constitutional Quote: Bylaws, Article VII, Section 3

The President-Elect shall perform all the duties customary to the office

and shall, in the absence of the President, act as chief executive of the Society. The President-Elect will serve on the Regional Council of ASCLS and chair the Bylaws and Handbook committee. The President-Elect shall serve in case of the President's absence, disability, or death. If a vacancy occurs before the end of the President's term, the President-Elect shall fill the vacancy and continue as President for the succeeding full term.

Other duties:

1. Become familiar with the activities of the various committees.
2. No later than the ASCLS-GA annual meeting, appoints a chairperson of all standing committees in order to provide for better continuity from year to year. These people may serve as vice-chair during the current year and be appointed as chair in the following year.
3. Serves as chair of the Bylaws and Handbook Committee and as such studies bylaws, reports of past meetings, Robert's Rules of Order, etc.
4. Assists the President, and in the President's absence, performs the duties of the President with the same authority.
5. Presides at meetings when the President relinquishes the chair, unless the President-Elect has been involved in the debate. (The Secretary will preside in such a case).
6. Is a delegate to the ASCLS House of Delegates meeting. If unable to attend, appoints a representative.
7. Attends the ASCLS President's Workshop.
8. Performs other duties as may be assigned by the bylaws.
9. Assumes duties for overseeing the Awards committee.

Past President

1. Serves as a member of the ASCLS-GA Board of Directors.
2. Serves as chair of the Nominations and Elections committee.

Secretary

Constitutional Quote: Bylaws, Article VII, Section 4.

The Secretary shall prepare, have approved by the presiding officer, and keep a file of the minutes of all meetings; be responsible for the preparation and distribution of the Annual Report; notify in writing all members of this Society of the time and place of meetings at least thirty (30) days before such meetings; notify the members of the Board of Directors at least ten (10) days before a meeting of said Board; send to the Executive Secretary of ASCLS the names and addresses of all officers not more than two (2) weeks after their appointment, and a list of the delegates to the House of Delegates with their addresses and membership numbers at least two (2) weeks before the opening of the annual session of ASCLS.

Other duties:

1. Keep an accurate record of the proceedings of all meetings of the organization. A copy of these minutes is to be sent to each member of the Board and Advisory Council.
2. Call the meeting to order in the absence of the presiding officers and preside over the election of a chairman pro tem if the Past President is also absent.
3. Notify officers and delegates of their appointment if the person is absent from the meeting.
4. Conduct official correspondence for the organization.
5. Provide the President, at the beginning of each board meeting, a list of unfinished business from previous meetings.
6. Preserve all records and documents of the organization, except those records assigned to the custody of others.
7. Maintain record books in which the constitution, bylaws, special rules of order and standing rules with any amendment documents properly recorded and have these records at all meetings.
8. Sign, with the President, all necessary forms required by the banks to allow the newly elected Treasurer to handle ASCLS-GA funds.
9. Examine all motions, regulations, etc., for correct spelling, punctuation, style, and correct words. Edit, if necessary, but never, make alterations that will change the context.
10. Following all meetings, prepare a summary of the meeting's minutes for publication in the next issue of the Society Newsletter.
11. Compiles copies of all Board and Advisory Council meeting minutes, committee reports, and special reports into an Annual Report and sees that this report is ready for distribution to the membership at the annual ASCLS-GA business meeting.

12. Acts as custodian of the official Seal of the American Society for Clinical Laboratory Science - Georgia.
13. Responsible for the supply of ASCLS-GA forms and stationery. Any forms or stationary printing must be approved by the Board and/or before any changes in content, form or design is made.
14. Performs other duties as may be assigned by the President.
15. Compiles list of Board and Advisory Council members with addresses and telephone numbers.
16. Order stationery.

Annual report duties:

1. Set deadline, which should be at least 40 days prior to meeting.
2. Distribute call for reports and format.
3. Follow-up submissions by telephone, fax, letter, or E-mail.
4. Compile coversheet, table of contents, and report.
5. Report to include:
 - a. Cover sheet.
 - b. Table of contents - list all.
 - c. List of Board and Advisory members.
 - d. Minutes.
 - e. District reports.
 - f. Advisory Council reports.

Treasurer

Constitutional Quote: Bylaws, Article VII, Section 5.

The Treasurer shall record and have charge of all funds of this Society; deposit such funds in a bank designated by the Board of Directors; initiate an annual review of the books; report the financial condition of the Society to the Officers or Board whenever requested; receive dues of membership from the Executive Office of ASCLS.

Other duties:

1. Review all records with former Treasurer before taking over Treasurer's duties.
2. Change signature cards on all bank accounts by having the incoming President, Secretary and Treasurer sign. The outgoing Treasurer obtains the cards from the banks where ASCLS-GA has accounts and has them available at the annual business meeting. If possible, the same banks that

- have been used previously should be kept.
3. Keep member dues records up to date. Post dues records each month after dues and names are received from the national office.
 4. Pay all incoming bills and post immediately.
 5. Prepare a Treasurer's report for presentation at each board meeting. Keep a copy of this report in the Treasurer's file and give the President a copy for the President's file.
 6. Pay at appropriate times:
 - a. Safety deposit box rental fee;
 - b. Corporation fee to State of Georgia;
 - c. Region III dues (based upon April membership count @ \$0.50 per member);
 - d. Auditor's fee;
 - e. Frances Bartlett Scholarship Award.
 7. Pay Treasurer's bonding fee every third year.
 8. Have books audited for the fiscal year. (For Internal Revenue purposes, this organization has a fiscal year from April 1 through March 31.)
 9. Present auditor's report at the annual business meeting.
 10. At the annual meeting:
 - a. Assist at the registration desk with the collection of fees.
 - b. Post and deposit money collected from convention fees.
 - c. Pay all convention bills. It is necessary to have a definite agreement with the President, convention manager, convention chair, and program chair about authorization for making charges that are payable by the Society.
 - d. Send reminders to exhibitors for unpaid exhibit fees.
 11. Purchase and have engraved the bowl for the ASCLS-GA Clinical Laboratorian of the Year.
 12. Purchase appropriate gifts for esteemed annual meeting guests of ASCLS-GA.
 13. Purchase pins for the outgoing and incoming Presidents.
 14. Supply the Finance Committee periodically with a current and up-dated financial report with detailed information about the Society's income and expenditures.
 15. Perform other such duties as assigned by the bylaws.

Board of Directors

Constitutional Quote: Bylaws, Article VIII, Sections 1 and 2.

Section 1.

- A. The Board of Directors shall consist of the President, President-Elect, Secretary,

Treasurer, immediate Past President, the elected District Directors representing the geographic sections of the State of Georgia as defined by these Bylaws, and the chairperson of the Student Forum to be elected by the Student Forum.

- B. The President of the Society shall be the presiding officer of the Board of Directors and the Secretary shall serve as Secretary to the Board. In the absence of the President, the President-Elect shall assume the responsibilities of the presiding officer.

Section 2.

The Board of Directors shall represent the Society when the membership is not assembled. The yearly business of this Society is the responsibility of the Board of Directors. All business transacted by the Board shall be reported to the membership.

- A. There shall be a meeting of the Board before each assembly of the membership of the Society to review and arrange business to be presented to the membership.
- B. There shall be a meeting of the Board immediately after each assembly of the membership to arrange for execution of all business approved.
- C. There may be additional meetings as determined to be necessary by the President or a majority of the Board.
- D. Business may also be conducted by mail or other methods of communication. The President or any member of the Board shall submit the matter for action as a written motion to the members of the Board, requesting that they vote thereon. Unless otherwise recommended by parliamentary authority, a majority vote of all the directors present, once a quorum has been established, shall be necessary for the transaction of any business.

Other duties:

1. Attend all quarterly board meetings.
2. Serve as a liaison to the Board of Directors for standing and ad hoc committees as appointed by the President.
3. Carry out any directives of the President and the Board of Directors.
4. Be responsible to the membership for any Board action and represent the Board's position, particularly on controversial issues and questions.
5. Vote on the ASCLS-GA Clinical Laboratorian of the Year and the Gloria F. Gilbert Award from names submitted to the nominations committee by the membership.
6. Be cognizant of and bring to the President's attention any information that may be detrimental to the Society.

District Directors

Constitutional Quote: Bylaws, Article IX, Section 1.

There shall be nine (9) District Directors.

- A. Each elected District Director shall represent members within a geographic section of the State of Georgia with sections being defined in these Bylaws.
- B. An active or emeritus member of this Society shall be eligible for election to the position of District Director provided:
 - 1. The member has been a member of the Society for at least one (1) year before election.
 - 2. The membership address of the District Director is within the district boundaries for which elected.

Duties:

- 1. Organize continuing education in the district at least once a year.
- 2. Submit written reports of activities in District at each board meeting.
- 3. Submit report summarizing year activities for the Annual Report to the Secretary.

Advisory Council

The Advisory Council shall consist of the Board of Directors and chairs of all standing committees and special committees. The Advisory Council customarily meets with the Board of Directors. The function of this body is to assist in planning the activities of this Society. The council shall be advisory only and shall not encroach upon the powers of the Board of Directors. Meetings of this council shall be called at the discretion of the President and the members shall be notified by the Secretary of such meetings.

ELECTIVE COMMITTEES

Nominations and Elections Committee

Constitutional Quote: Bylaws, Article X, Section 1, Part A.

The Nominations and Election shall be an elected committee with members nominated and elected in the manner prescribed for other elective positions. In addition to the Chair, it shall consist of four (4) active members with the immediate Past-President serving as chair. The term of office for elected members shall be two (2) years with two (2) members elected annually. In the event of the Past President's ineligibility or inability to serve, the President shall select a chairperson from the previous past-presidents. The duties of the Nominations and Elections Committee are as follows:

1. Publish at least ninety (90) days before the annual meeting the names of all officers and directors whose term of office will expire at the adjournment of the meeting and requesting names of proposed candidates for such offices.
2. Selection of two (2) candidates for each office at least thirty (30) days before the annual meeting, and the distribution of the list of those candidates to the membership. No member's name shall be entered on the list of candidates until a consent to serve, if elected, has been received by the committee. The committee shall recognize nominations from the floor at the annual business meeting provided the member is present to give consent.
3. The election shall be held at the annual business meeting by closed ballot majority.

Other duties:

1. Review general duties of chairs of standing committees.
2. Review all nominations to verify that they have been made by active members of ASCLS-GA.
3. Review all candidates being considered to verify that they have been active members of ASCLS-GA for one year.
4. Responsible for the preparation of ballots, and the distribution, collection, counting, and disposal of such ballots.
5. Conduct the election of officers, directors, special representatives, and elected delegates to the annual ASCLS meeting.

APPOINTED COMMITTEES

Committee Management

1. Committee chairs are directly responsible to the President and membership of ASCLS-GA.
2. Committee chairs (as representatives of the committee) are responsible for the duties outlined in the bylaws and handbook and for specific duties assigned to the committee by the President, Board of Directors, or House of Delegates.
3. The goals, principles, philosophy and best interests of the American Society for Clinical Laboratory Science - Georgia shall be the primary consideration governing the activities relevant to the performance of duties delegated to committees.
4. No decisions or actions should be rendered which are in conflict with the concepts of philosophy of the Society.
5. Committee policies, which affect the interests of the Society, are outlined by the Chair and submitted to the President for approval.
6. Operational policies are determined by the chair, in light of precedence and given conditions, which will enable the committee to prudently and successfully carry out its assigned duties.
7. Committee chairs are encouraged to call upon the President, other ASCLS-GA committees, the Board of Directors, or knowledgeable individuals for suggestions regarding the pursuance of committee projects or programs.
8. Committee reports of work accomplished and recommendations for action or consideration by the Society are presented to the House of Delegates at the annual meeting.
9. Committee chairs are authorized to pursue and carry out assignments in an individual, responsible, and expedient manner; to make assignments to sub-committees or project teams, who are in turn responsible to the chair; and to make decisions, in emergency situations, in the best interest of the Society and in keeping with the traditions and philosophy of the Society.
10. One or more members of the Board of Directors will be appointed as a non-voting member of each committee to act as consultants and be the liaison in committee-board of directors communication.

General Duties of Committee Chair

1. The chair or a representative is to attend meetings of the Advisory Council.
2. The chair is to submit a written report of the committee's activities at each Advisory Council meeting.
3. The chair should coordinate with the board liaison member any recommendations or motions being presented to the Board of Directors for action.
4. The chair should submit estimated expenses of the committee for the coming year to the Finance Committee by March 1 of each year. (The fiscal year for finances is April 1 through March 31.)
5. The new chair should submit a revised estimated yearly budget to the Finance Committee a few weeks prior to the first meeting of the Advisory Council.
6. Committee duties listed in the ASCLS-GA Handbook shall be reviewed and any suggested revisions submitted to the President.
7. A copy of the ASCLS-GA Handbook is to be kept in the committee's permanent file.
8. Pertinent information should be sent to the Publications Committee chair for publication in the Society Newsletter.
9. The committee chair should set goals and objectives for the committee. These goals and objectives should be reviewed throughout the year. The chair should submit these goals and objectives to the Advisory Council.
10. A written annual report should be sent to the Secretary for publication in the Society's annual report.
11. With the exception of the Nominations and Elections Committee, committee chairs are responsible for the membership of their committee. Committees usually consist of at least three members, including the chair.
12. The chair is responsible for committee organization and general management and for holding periodic meetings.
13. The chair will perform other duties, which are deemed necessary and are not covered by these listed general duties.

Bylaws and Handbook Committee

Constitutional Quote: Bylaws, Article X, Section 2, Part C, Subpart 1.

The duties . . . are as follows: . . .

- a. Examination of all proposed amendments to the Articles of Incorporation or Bylaws of this Society, and making such changes as necessary to put the proposed amendments in proper form without effecting any change in meaning.
- b. The submitting of four (4) copies of proposed amendments to the Bylaws Committee of ASCLS at least sixty (60) days before the opinion of said committee is desired.
- c. Distribution of proposed amendments to the membership thirty (30) days before the meeting at which they are to be voted upon in the case of amendments to the Articles of Incorporation and fifteen (15) days before the meeting at which they are to be voted upon in the case of amendments to the Bylaws.
- d. Reporting the adoption of any amendments to the Chair of the Bylaws of ASCLS within two (2) weeks after its adoption.
- e. Furnishing of all members of the Society with a copy of these Articles of Incorporation and Bylaws.
- f. The Bylaws and Handbook Committee of this Society shall have the responsibility and authority to amend the Bylaws and Society Regulations of this society without adhering to all the above provisions when such changes are necessary to maintain conformity with the Bylaws and Society Regulations of ASCLS. Such amendments and modifications must have approval of the Board of Directors of this Society and of the Bylaws Committee of ASCLS before their enactment.

Other duties:

1. When proposed amendments have been approved by ASCLS, each active member of ASCLS-GA must be sent a copy of the proposed change and the reason(s) for each change thirty (30) days before the annual business meeting if the articles of incorporation are to be changed and fifteen (15) days if the bylaws are to be amended.
2. Present proposed amendments to the membership at the annual business meeting for approval.
3. Update the bylaws when changes are approved by the membership. Keep sufficient copies of changes in file in case extra ones are required by the President. Send a copy of the approved change to the executive office of ASCLS and to the chair of the ASCLS Constitution and Bylaws Committee.
4. Keep current on any changes in ASCLS bylaws so that necessary changes may be made in the ASCLS-GA bylaws at the next annual business meeting.

5. Keep up to date copies of the ASCLS and ASCLS-GA constitution and bylaws in the committee files. Each committee member should stay abreast of the constitution and bylaws so that questions may be answered promptly and accurately.
6. Consult with the legal counselor of ASCLS when necessary to clarify situations.
7. Insure that no motion is passed at the annual business meeting that is in disagreement with ASCLS-GA bylaws. Refer the membership present at the meeting to the bylaws before any action is taken.
8. Update and revise the handbook annually. Revisions will be made based on current activities and directives of the American Society for Clinical Laboratory Science - Georgia and the American Society for Clinical Laboratory Science.
9. Make available to Society members a copy of the current handbook. Revised pages shall be distributed at the annual meeting.
10. Date each page/section when it is revised.
11. Schedule periodic (at least annual) review of the handbook.
12. Report to the Board of Directors on the status of the handbook when requested.

Awards Committee

Constitutional Quote: Bylaws, Article X, Section 2, Part C, Subpart 2.

- a. Responsible for conducting the Awards program of this Society.
- b. Provide information concerning available awards to the membership of this Society.
- c. Administration of the Society's scholarship programs.

Other duties:

1. Establish guidelines to be used in the awards program. Review guidelines periodically and update as necessary. **
2. Keep the membership informed about the awards, which are presented by ASCLS-GA. Information may be published in the Society Newsletter.
3. Committee chair will assist the President with the presentation of awards at the annual meeting.
4. Publish an article about the awards winners in the Society Newsletter.

** See information relating to the Clinical Laboratorian of the Year, Omicron Sigma, and Gloria F.

Gilbert Awards located under separate headings in this handbook.

Convention Committee

Constitutional Quote: Bylaws, Article X, Section 2, Part C, Subpart 3.

Responsible for the preparations for the annual meeting of this Society other than the scientific program. The Chair shall be the General Chair of the convention and shall appoint members to be responsible for all aspects of the meeting.

Duties:

Manager:

1. Surveys for potential convention sites.
2. Conducts site proposals and contract negotiations.
3. Makes recommendations to the Board regarding sites.
4. Serves as consultant to Convention Committee.
5. Oversees convention budget and finance.

Chair:

1. Selects and assigns sub-committees with ASCLS-GA President.
2. Sets committee meetings.
3. Sets schedules and deadlines.
4. Serves as advisor to sub-committees.
5. Reports committee progress to ASCLS-GA board meetings.

Program:

1. Develops program content with input from Scientific Assembly.
2. Responsible for preliminary and final program content.
3. Responsible for program printing.
4. Updates mailing list and mails program.
5. Responsible for speaker needs including A/V equipment and room arrangements.
6. Obtains monitors for each program session.
7. Recruits sponsorships for program speakers.

Exhibit:

1. Updates exhibitor lists.
2. Contacts and secures companies to exhibit.
3. Coordinates with decorator service the exhibit hall set-up.
4. Holds pre and post convention meetings with exhibitors.
5. Responsible for exhibitor needs.
6. Responsible for exhibitor registration.
7. Recruits sponsorship of speakers from exhibitors.

Hospitality:

1. Responsible for all meal functions.
2. Responsible for other social functions.
3. Set-up breaks with hotel staff.
4. Orders flowers and decorations as necessary.

Registration:

1. Receives pre-registration forms and fees.
2. Records fees and forwards money to Convention Manager.
3. Lists registrants by workshop and member, non-member, or student.
4. Mails workshop confirmations to registrants.
5. Compiles registrant packet with nametags, ribbons, etc.
6. Maintains number of meal and other tickets sold.

Publicity:

1. Publicize convention activities in the Newsletter ASCLS publications, newspapers, and other relevant media.

Affiliate Representatives:

1. Functions to insure complete exchange of information between ASCLS-GA and affiliate organization.

Student Representative:

1. Coordinates all student activities at the annual meeting, business meeting, student activities, and other activities.

Finance Committee

Constitutional Quote: Bylaws, Article X, Section 2, Part C, Subpart 4.

- a. Preparation of the annual budget of this Society.
- b. Recommendation of means to support special activities. The Treasurer shall cooperate with this committee in the preparation of reports and statements necessary to perform its duties.

Other duties:

1. Act in accordance with the current ASCLS-GA constitution and bylaws and any directives from the membership and Board of Directors.
2. The Treasurer will supply the committee periodically with a current and up-dated financial report for review.
3. Request all committee chairs to submit their committee's estimated yearly expenses by March 1st of each year.
4. After the yearly audit, work with the Treasurer and Board of Directors to:
 - A. Prepare a budget for the forthcoming fiscal year to be presented for approval at the annual business meeting.
 - B. Prepare a revised budget each year immediately after the annual convention account is closed. (Note: This revision reflects more realistic figures. It is submitted to the ASCLS-GA Board of Directors at the first Advisory Council meeting after the annual business meeting.

Government Affairs Committee (GAC)

Constitutional Quote: Bylaws, Article X, Section 2, Part C, Subpart 5.

- a. Any matter concerning legislation about clinical laboratory science.
- b. Any legal matter about this Society.

Sources of information:

1. ASCLS Government Affairs Committee.
2. ASCLS National Office.
3. Governmental agencies:
 - A. Georgia Department of Human Resources.
 - B. Centers for Disease Control.
 - C. Civil Service Commission.
 - D. Centers for Medicare and Medicaid Services.
 - E. Food and Drug Administration (Federal Register).
 - F. Occupational Safety and Health Administration (Federal Register).
4. Legislators:
 - A. Standing state and federal committees impacting health care.
 - B. Local representatives.
 - C. Representatives of GAC membership.
5. Professional and proprietary publications.

Other duties:

1. To gather information about laws, legislation, governmental agencies, Civil Service, and channels of legislation and law enforcement which impact clinical laboratory science, our professional organization, and the health care delivery system.
2. To evaluate information received and maintain a file for the work of the committee, the ASCLS-GA Board, and the membership.
3. To disseminate information to:
 - A. ASCLS-GA Board of Directors.
 - B. ASCLS-GA membership.
 - C. ASCLS Government Affairs Committee.
 - D. Legislators or legislative committees (state and federal).
 - E. Governmental agencies.
4. To influence legislation by:
 - A. Personal contacts with legislators.
 - B. Testimony before legislative committees.
 - C. Testimony at public hearings.

- D. Informing members of the need for making personal contacts.
5. To monitor the activities of the Clinical Laboratory, Blood Bank, and Tissue Bank Committee.
 6. To establish liaison with other health care professions for cooperation in legislation.
 7. To assume a major role in the employment of any legal counsel.
 8. To understand the tax status of ASCLS-GA.
 9. To assist the Constitution and Bylaws Committee with the legal steps necessitated by any changes in the Articles of Incorporation.

Guidelines for GAC membership:

Selection:

1. Membership should be comprised of an individual from each ASCLS-GA district.
2. Members should be experienced in the health care field.
3. Members should have a good knowledge base in health care.
4. Members should have good communication skills.
5. Members should have political interests.

Responsibilities:

1. Members should be information conduits from the state to the local level.
2. Members should work closely with district directors to inform, educate, and activate membership.
3. Members should report district activities to the GAC chair quarterly for inclusion in the GAC Committee report to the Board.

Membership Development Committee

Constitutional Quote: Bylaws, Article X, Section 2, Part C, Subpart 6.

- a. Recruitment of new members.
- b. Retention of present members.
- c. Reactivation of lapsed members.

Specific duties:

1. Review the membership list (alphabetical list) upon receipt from the national office.
 - A. Contact lapsed, new, student, and renewal members by letter or phone.
 - B. Prepare a list of lapsed, new, and student members for District Directors to make additional contact.
 - C. Prepare a list of new members for publication in the Newsletter.
2. Contact prospective members when names are received and forward those names to appropriate people for additional contact.
3. Design, set-up, and manage a membership exhibit at the state meeting utilizing state and national materials.
4. Assist ASCLS in special membership projects.
5. Contact the national office as necessary to keep the alphabetical list as current as possible.
6. Forward to the Newsletter editor all address changes, additions, and deletions as necessary to keep the mailing list current.
7. Perform other duties to assist other committee chairs in the growth and promotion of ASCLS-GA and ASCLS.

Professional and Public Relations Committee

Constitutional Quote: Bylaws, Article X, Section 2, Part C, Subpart 7.

- a. The improvement of the public image.
- b. Communication in media, such as radio, television, newspaper, and Internet sources.

Specific duties:

1. Publicize the objectives and programs of the American Society for Clinical Laboratory Science - Georgia locally, statewide, and nationally.
2. Make contact with local editors and program directors to establish rapport.
3. Communicate to members by placing articles in the Society publications.

4. Distribute information to various outlets to publicize National Medical Laboratory Week (NMLW) each year.

Publications Committee

Constitutional Quote: Bylaws, Article X, Section 2, Part C, Subpart 8.

- a. Publication and distribution to the membership the official publication (Newsletter) of the American Society for Clinical Laboratory Science - Georgia.
- b. The Chair shall serve as editor. The President may appoint an assistant editor to serve on this committee. The Chair may appoint, with the approval of the President, one (1) member to serve as Circulation Editor, one (1) member to serve as Advertising Editor, and other support staff as needed. The Advertising Editor may solicit advertisements. The Circulation Editor shall distribute the official publication to the membership of the Society and other authorized recipients.
- c. An editorial staff shall exist consisting of the President, Past-President, President-Elect, and the Newsletter Editor. It is their responsibility to review, before publishing; the contents of the Newsletter to insure that it follows accepted standards.

Responsibilities of the Publications Staff:

1. The Publications staff should, with the President, develop a general plan for the year's theme or thrust.
2. Be responsible for soliciting items for the publication.
3. Notify contributors of deadlines for receipt of items for publication (one week after the board meeting) and follow up with reminders.
4. Prepare layout of publication in print ready format.
5. Arrange for printing, addressing, and mailing. The Membership Chair keeps a current list of membership and will provide labels. The printer in use in 1996 is: Action Printing Center, Inc., Clairmont Rd. N.E., Atlanta, Georgia.
6. Have print ready copy to the printer two weeks after the quarterly Board and Advisory Committee meeting. Pick up from printer and send by bulk mail. (Bulk mail takes up to four weeks delivery time.)

Guidelines for Newsletter:

Format of each issue must include:

1. Banner (Name of publication, volume number, issue number, date including year.)
2. Table of contents.
3. Mast head (Includes names of staff, how often published, subscription rates, ASCLS-GA address, that full reports are available to members from the secretary.)
4. Name of publication, date, and page number on each inside page.
5. Address area on back with ASCLS-GA mailing address, names of officers and Board of Directors, and bulk postage permit number (if mailed).

Items recommended for inclusion by 1994 Publications task force:

1. President's Message: to include a summary of activity at the Board/Advisory Council.
2. Calendar of events: who, what, where, and when in brief form. Provided by President and District Directors.
3. News: District news and committee reports such as CLBTTB, GAC, Membership, Student Forum, and Region III.
4. Feature article.
5. Columns: Repeating contribution by a single author or personal comment from a contributing author. Example: View from the Bench.

Additional inclusions and times of publication:

Spring (Post ASCLS-GA annual meeting) chair)	ASCLS-GA Awards recipients (Awards ASCLS-GA Convention Highlights (Editors and Convention Committee)
Summer (Follows June Board meeting)	Directory of Leadership: Board members, committee chairs, and other appointments. (President)
Fall (Follows September Board meeting)	Membership Directory (Membership chair) Call for ASCLS-GA nominations (Past President) Call for ASCLS-GA awards (Awards chair)
Winter (Follows January Board meeting)	Proposed Articles of Incorporation and Bylaws changes (President-elect) NMLW information (Professional Affairs chair) Candidates for election (Past President) ASCLS-GA Annual meeting preliminary program information (Convention chair)

SPECIAL AND AD HOC COMMITTEES

Constitutional Quote: Bylaws, Article X, Section 2, Part D.

Special and/or ad hoc committees shall be appointed by the President on authority given by the Board of Directors or the membership of this Society.

SCIENTIFIC ASSEMBLY GUIDELINES

Constitutional Quote: Bylaws, Article XI.

Section 1. There shall be sections of the Scientific Assembly to serve the academic, scientific, and vocational interests of members of this Society. The following sections may be organized: Biochemistry, to include Urinalysis, Cytotechnology, Education, Hematology-Hemostasis, Histology, Immunology/Immunohematology, Industry, Laboratory Administration, Microbiology, Ligand Immunoassay, Phlebotomy and Molecular Diagnostics.

Section 2. The duties and responsibilities of a section may include:

- A. Preparation and presentation of programs, seminars, and workshops at the annual meeting of this Society, or at area meetings.
- B. Research program development.
- C. Technical consultation.
- D. Sponsoring lectureships.

Coordinator duties:

1. The Scientific Assembly Coordinator is appointed for a term of one year by the Society President. The Coordinator is responsible to the President.
2. The Coordinator represents the sections to the Board of Directors and the Board to the sections.
3. The Coordinator is responsible for the coordination of the scientific assembly sections, the initiation of activities of the sections at the state level and for the appointment of a coordinator of each section.
4. The Coordinator serves as an advisor/consultant to the sections on policy, procedures, and resources.
5. The Coordinator serves to facilitate communications between the sections within ASCLS-GA and with other state society committees.
6. The Coordinator correlates educational activities and programs by the sections so as to avoid duplication of activities. The Coordinator also serves as the program chair of the Convention Committee. The sections should serve as information resources for the Program Committee.

7. The Coordinator serves as the financial officer of the sections, submits budget requests, requests funding, and reports expenses of the sections.
8. The Coordinator submits the names of section chairs to the Society President. When the chairs are officially appointed, a list of the names, addresses, and phone numbers must be given to the President for submission to the Executive office of ASCLS.
9. The Coordinator facilitates implementation of the ASCLS publication “Guidelines for the Operation of the Sections of the American Society for Clinical Laboratory Science’s Scientific Assembly”.

Section chair duties:

1. Works with the Coordinator and the Convention Committee to put together a program for the annual meeting for the section that they are chairing.
2. Serves as a resource person for the section.

ASCLS-GA DELEGATES TO ASCLS ANNUAL MEETING

Constitutional Quote: Bylaws, Article VI.

- Section 1. The Society shall be represented at the annual convention of ASCLS by the President, President-Elect, one (1) student delegate, plus the number of delegates to include the Immediate Past President as provided for in the Bylaws of ASCLS.
- Section 2. The delegates and two (2) alternates shall be nominated and elected by the active and emeritus members at the annual meeting of this Society.
- Section 3. The student delegate will be the elected Student Forum President with Board approval. In the event the Student Forum President is unable to fulfill this function, the student delegate will be elected by the active and emeritus members of this Society from recommended student members.

Duties of ASCLS-GA officers:

1. **President:** The President serves as the chair of the delegation with the general responsibility of the entire delegation. The President attends pre-convention meetings, the House of Delegates and regional caucus, appoints delegates and alternates to reference committees, and calls a caucus of the Georgia delegation before elections.
2. **President-Elect:** The President-Elect attends the pre-convention and post-convention President’s Council and submits a written report to the membership in the ASCLS-GA Newsletter.
3. **Immediate Past President:** The Immediate Past President attends the post-convention

President's Council and reports from the appointed reference committee.

Duties of Delegates:

1. Each delegate and alternate is given the responsibility of attending and reporting on at least one reference committee. This report is given at the Georgia caucus and the next meeting of the Board of Directors and Advisory Council. A written report is submitted to the ASCLS-GA Newsletter.
2. Each delegate is to share information with the alternates.
3. Attend the presentation of candidates for ASCLS office.
4. Attends the House of Delegates, Georgia caucus, and regional caucus.

OFFICIAL REPRESENTATION GUIDELINES

Clinical Laboratory, Blood Bank, and Tissue Bank Advisory Council (CLBBTB)

Selection of Representatives

Representatives to the Committee are selected from three names recommended by each professional association representing the medical or medically oriented interest involved. The committee is comprised of:

1. One medical technologist or medical laboratory technician who has at least two year's experience, but not more than 134 hours of college or university work.
2. Two physicians duly licensed to practice medicine and surgery, one of whom limits his practice to pathology.
3. One medical laboratory technologist.
4. One chemist.
5. One hospital administrator.
6. One clinical microbiologist.

Two alternates are selected for each position. The terms are three years and are staggered.

Purpose of the Representatives

Representatives are appointed to the Advisory Committee by the Board of Human Resources for the purpose of providing to the Department of Human Resources professional advice and opinions with regard to the practice of clinical laboratory science in Georgia.

Selection Process for Recommendation

Three candidates who will be recommended by ASCLS-GA are elected during the ASCLS-GA annual business meeting in the year immediately prior to the call for nominations. Three names are submitted to the Office of Regulatory Services who offers them to the Commissioner of Department of Human Resources who recommends the names to the GDHR Board for approval of appointments. Since the GDHR selects their choice of the representative and alternates from the list submitted, all nominated must be willing and able to serve as either the representative or the alternate. ASCLS-GA submits an unnumbered list, but in the order in which the organization would like the candidates to be named. The person who is ASCLS-GA's choice for representative is the first name listed followed by the choice for first alternate, followed by the choice for second alternate.

Preferred Criteria for Technologist Representative

1. Has a comprehensive knowledge of clinical laboratory operations in various settings.
2. Has good knowledge of the health care environment.
3. Holds a baccalaureate degree and certification in clinical laboratory science.
4. Has political savvy.

5. Has good leadership skills.
6. Has negotiating skills.
7. Has served on the Government Affairs Committee and/or the Board of Directors.
8. Has good rapport with the membership.
9. Will not serve more than six consecutive years as the representative.

Responsibilities of those Nominated by ASCLS-GA to be the CLBTTB Representative and Alternates

These will be the responsibilities of those elected by ASCLS-GA to be nominated for the technologist representative and alternates on the CLBTTB. If they were not chosen by the GDHR, they would not have the responsibilities afforded only to CLBTTB members, but would still be responsible to perform the functions for ASCLS-GA. Note: When ASCLS-GA nominees become representatives and alternates they are not required to vote as directed by ASCLS-GA, but they are responsible to seek opinions and information from ASCLS-GA.

Responsibilities of the Representative

1. Attends meetings of the Committee on the second Thursday of the odd months.
2. Serves on ad hoc or subcommittees of the CLBTTB Committee.
3. Serves as chair of the Committee if elected.
4. Represents the interests of clinical laboratory science professionals.
5. Provides a written report to the ASCLS-GA Board.
6. Provides information to the ASCLS-GA membership via The Newsletter.
7. Actively seeks consultation on committee issues from ASCLS-GA.
8. Provides essential information to the Alternates, President, Board, and Government Affairs Committee of ASCLS-GA.
9. Regularly consults with the alternates, Government Affairs Chair, and the President.
10. Involves ASCLS-GA members in subcommittees when possible.
11. Informs ASCLS-GA of seemingly controversial issues and for ASCLS-GA members to express their opinions.

Responsibilities of the Alternates

1. First alternate serves on the CLBTTB when the representative cannot attend.
2. Second alternate serves on the CLBTTB when the representative and first alternate cannot attend.

3. Both alternates are encouraged to attend all CLBBTB meetings, but should definitely attend when issues of concern to the organization are considered and encouraged to attend all others.
4. Keep abreast of all issues and information from committee in order to function satisfactorily on the committee when the representative is unable to attend.
5. Serve on subcommittees when needed.
6. Informs ASCLS-GA of seemingly controversial issues and provides ASCLS-GA members of their opinions on the issues.

STUDENT FORUM GUIDELINES

The following guidelines shall serve to govern the Student Forum of the American Society for Clinical Laboratory Science - Georgia (ASCLS-GA).

- I. The purpose of the Georgia Student Forum is to coordinate the involvement and interest of students in the field of clinical laboratory science, to provide students with a voice in their professional society, and to educate students to the concepts of professionalism as expressed by ASCLS-GA and the American Society for Clinical Laboratory Science (ASCLS) in their philosophies, policies, and procedures.
- II. The members of the ASCLS-GA Student Forum shall comprise all student members of ASCLS-GA.
- III. The officers of the ASCLS-GA Student Forum shall be the Chair, Vice-Chair, and Secretary. The Past-Chair will serve as an advisor to the Chair. Eligibility for office shall be defined in the ASCLS-GA operational procedures.
- IV. There shall be a ASCLS-GA Student Forum Board of Representatives which shall consist of the Student Forum Chair, Vice-chair, Secretary, Past-Chair, and one representative from each of the districts of the state as defined in the ASCLS-GA bylaws. The role of function of the ASCLS-GA Student Forum Board of Representatives shall be defined in the ASCLS-GA Student Forum Operational Procedures.
- V. There shall be one annual business meeting of the ASCLS-GA Student Forum to be held in conjunction with the ASCLS-GA Annual Meeting.
- VI. Committees shall be appointed, as deemed necessary, by the ASCLS-GA Student Forum Chair with the approval of the ASCLS-GA President and the Student Forum Advisor.
- VII. The mechanism(s) for funding the ASCLS-GA Student Forum will be determined by the Board of Directors of ASCLS-GA.
- IX. The ASCLS-GA Student Forum Guidelines shall be in harmony with the bylaws of ASCLS-GA and ASCLS Student Forum Guidelines.

Operational Procedures

Introduction

Consistent with the ASCLS-GA bylaws and the ASCLS Student Forum, the ASCLS-GA Student Forum shall strive to educate students of clinical laboratory sciences to the concept of professionalism as expressed by ASCLS in its philosophies, policies, and procedures, and to maintain a structure through which student members of ASCLS-GA can communicate their needs, concerns, and opinions to the local and state governing bodies of the State Society.

Membership

ASCLS-GA Student Forum membership shall be as indicated in the ASCLS-GA Student Forum Guidelines.

Meetings

Notice of the Annual Business Meeting of the ASCLS-GA Student Forum shall be publicized in the ASCLS-GA Annual Meeting & Exhibit Program.

Voting members of the ASCLS-GA Student Forum shall be all members of the Student Board and all student members of ASCLS-GA.

Any member of the Society may attend the Annual Business Meeting. Non-members may be seated by consent of the membership present.

Officers

The ASCLS-GA Student Forum officers shall be stated in the ASCLS-GA Student Forum Guidelines.

A. Duties of the various officers.

1. The Chair shall:
 - a. Preside at all meetings of the Student Board and at the annual business meeting of the ASCLS-GA Student Forum.
 - b. Represent the ASCLS-GA Student Forum as deemed appropriate by the Society.
 - c. Communicate the needs, concerns, and opinions of the ASCLS-GA Student Forum to the Board of Directors of ASCLS-GA and communicate the actions and views of the ASCLS-GA Board of Directors to the Student Forum.
 - d. Serve as an ex-officio member of all committees of the ASCLS-GA Student Forum with the exception of elected committees.
 - e. Make appointments to committees as appropriate in consultation with the ASCLS-GA Student Forum Advisor.
 - f. Prepare all budgetary requests from the ASCLS-GA Student Forum to be

presented to the Board of ASCLS-GA.

- g. Authorize expenditures from ASCLS-GA Student Forum allocations.
 - h. Maintain a file of ASCLS-GA Student Forum activities, which shall be transferred to the incoming chair within thirty days of appointment.
 - i. Serve as ASCLS-GA Delegate to the ASCLS Annual Meeting pending approval by the GSLS Board.
2. The Past-Chair shall:
- a. Act as an advisor to the Chair-Delegate. The purpose of this office is to establish continuity in the activities of ASCLS-GA Student Forum.
 - b. Serve in a voting capacity if still a Student member in ASCLS-GA/ASCLS.
3. The Vice-Chair shall:
- a. Serve as a voting member of the Student Board of ASCLS-GA.
 - b. Serve as alternate delegate to the ASCLS Annual Meeting, pending approval by the ASCLS-GA Board.
 - c. Assume those duties of the Chair in the event the Chair is unwilling or unable to serve.
4. The Secretary shall:
- a. Record the proceedings of all meetings of the Student Board of ASCLS-GA. Copies of these records shall be sent to the Chair, Vice-Chair, ASCLS-GA Board members and officers, and the Student Forum Advisor.
 - b. Shall keep minutes of the ASCLS-GA Student Forum Annual Business Meeting.
 - c. Submit summaries of all meetings to the State Publications Editor for publication in the Newsletter.
 - d. Keep a record of income, expenditures, and other monies of the Student Forum.
 - e. Co-sign Student Forum checks with the Chair, or Vice-Chair acting in the absence of the Chair.

B. Eligibility for office

A candidate must be a student member of ASCLS prior to election to an office. In the event that the membership status of an elected officer changes from that of student to active, that officer may remain in office for a period not to exceed four months duration.

C. Election of officers

Voting shall take place at the annual business meeting of the ASCLS-GA Student Forum and the election of officers shall be conducted by the outgoing Chair. Election shall be by secret ballot and a majority of votes cast shall elect. If no candidate receives a majority of votes on the first ballot, there shall be a run-off election between the two candidates receiving the highest number of votes. In the event of a tie, the election shall be determined by lot.

D. Term of office

The term of office for all elected positions shall be one year, to commence with the *sine die* adjournment of the ASCLS-GA Annual Business Meeting. Any officer may be re-elected provided that the eligibility requirements for office are met.

E. Vacancies

A vacancy in the office of Chair shall be filled by the Vice-Chair for the remainder of the unexpired term. The office of the Vice-Chair shall remain vacant until the next annual business meeting. In the event of a simultaneous vacancy in the officers of Chair and Vice-Chair, the position of Chair shall be filled by the Secretary. A vacancy in the office of Secretary shall be filled by appointment by the Chair with the approval of the ASCLS-GA Student Board of Representatives.

Student Board of Representatives

A. District representation

Each district representative to the ASCLS-GA Student Forum shall be a student member of the Society. In those districts without an established election process, the representative shall be appointed by the Student Forum Chair. Where a district representative is unable to attend the annual business meeting, an alternate should be sent.

B. Roles and functions

1. The Officers of the Student Board shall:
 - a. Represent the ASCLS-GA Student Forum when the annual business meeting is not in session.
 - b. Meet or communicate prior to the annual business meeting of the ASCLS-GA Student Forum for the purpose of preparation of materials to be presented to the student membership at the meeting.
 - c. Prepare a program for the Student Forum for the ASCLS-GA Annual Meeting and Exhibit.
2. The six district representatives shall:
 - a. Communicate the needs, concerns, and opinions of their constituents to the Student Board.

- b. Receive and review all correspondence from the Chair and disseminate this information to their constituents in a manner appropriate for their district.

Standing Committees

All standing committees of the ASCLS-GA Student Forum shall be appointed by the Chair in consultation with the Student Forum Advisor. One member of each committee shall be designated to chair the representative committee.

Student Forum Advisor

The Advisor for the ASCLS-GA Student Forum shall be appointed by the President of ASCLS-GA. The individual should be in the general geographic area of the Chair of the Student Forum if possible. If not, effective means of communication should be utilized.

Communications

The Chair shall furnish the Publications Editor of ASCLS-GA with a report of Student Forum activities. The report and any other appropriate news, views, or articles written by or pertaining to students, shall be published in the Student Forum section of the Newsletter at the discretion of the Editor.

Revision of Guidelines

Any changes in this operational procedures manual may originate from the Student Board or the ASCLS-GA Board of Directors. All revisions must have the approval of the ASCLS-GA Board of Directors and should be presented to the Student Forum Officers and Representatives.

AWARDS

Gloria F. Gilbert Achievement Award

The Gloria F. Gilbert Achievement Award is to be given to persons who have demonstrated their interest and concern for the goals and purposes of the American Society for Clinical Laboratory Science - Georgia. It is an award for meritorious service and may be given annually, providing there are individuals deemed worthy of this recognition. The number of awards may not exceed three in any fiscal year. It will be possible for an individual to receive the award more than once.

ASCLS-GA Omicron Sigma Award

The purpose of the American Society for Clinical Laboratory Science - Georgia Omicron Sigma Award is to provide recognition for the abiding interest expressed by ASCLS-GA members who have volunteered their personal resources, time, and energy to the growth and development of the profession and the Society. ASCLS-GA Board members are not eligible for this award.

Clinical Laboratorian of the Year Award

The American Society for Clinical Laboratory Science - Georgia Clinical Laboratorian of the Year Award is selected by the Board of Directors from nominated candidates. Nominations for this award will be solicited by the Nominations and Elections Committee and may be made by any member of ASCLS-GA. Qualifications for this award should be published in the Newsletter prior to requests for nominations.

The Clinical Laboratorian of the Year is selected from nominated candidates based on the following points:

1. The nominee must be a member in good standing.
2. The nominee must have been a member in Georgia for at least two years.
3. The nomination must be made by an active ASCLS-GA member.
4. The person need not be an officer or committee member to be nominated.
5. The nominee should be an active, participating member of ASCLS-GA with involvement at the local and state level.
6. Criteria for selection may include activity in the Society, achievements in their job, research and development in Clinical Laboratory Science, publications, and community activity.

The selection of the Clinical Laboratorian of the Year is selected by secret ballot of the Board and only the President and the person responsible for purchasing the award shall know the award winner prior to the awards ceremony at the annual meeting.

It is possible for a person to receive the ASCLS-GA Clinical Laboratorian of the Year Award more than

once. The Board may also choose not to select a winner in any given year.

A news item in the Newsletter should be published to honor the recipient of the award after its presentation.

The President of the Society may not be nominated during their term of office.

Frances Bartlett Scholarship Award

The Frances Bartlett Scholarship Award is given by the American Society for Clinical Laboratory Science - Georgia to promote Clinical Laboratory Science education and to honor a late member. The award is presented each year at the ASCLS-GA annual meeting. The award is presently \$300.

The scholarship fund is set up in such a way that the principal earnings are used to award the scholarship on an annual basis. The fund is established to provide financial assistance to students enrolled in medical laboratory educational programs in the state of Georgia and to members of the American Society for Clinical Laboratory Science - Georgia enrolled in academic programs leading to a Clinical Laboratory Science related degree.

Eligibility

Any qualified student who:

1. Has been accepted by a NAACLS approved program for laboratory assistants (CLA), medical laboratory technicians (MLT), or medical technologists (MT) in the state of Georgia.
2. Intends to qualify for ASCP and/or NCA certification in the respective category as indicated above in (1).
3. Is in need of financial assistance.
4. Is a legal resident of the state of Georgia for at least twelve months prior to submission of the application.
5. Is a student member of ASCLS/ASCLS-GA.

How to Participate

Each candidate shall submit:

1. A completed application form.
2. One letter of recommendation from a science teacher.
3. One letter of recommendation from the Program Director or Education Coordinator.
4. A statement indicating if there is a financial need, including anticipated expenses and current financial resources.

5. A complete set of transcripts. (High school transcripts are required unless the student has college experience. If the student has college experience, submit the college transcript instead).

Selection of Recipient

Applications for the Frances Bartlett Scholarship and all supportive materials must be received by the Chair of the Awards Committee no later than February 15 of the current year prior to the annual meeting. The final selection will be made by the Society Board of Directors and the winning candidate will be notified after the March meeting of the Board of Directors.

AWARD WINNERS

Gloria F. Gilbert Achievement Award

Year	First Winner	Second Winner	Third Winner
1983	Lois Ballard	Mary Eden Cochran	Carolyn Howard
1984	Edward Bell	Carolyn Gilbert	Tim Collier
1985	Ard Watson	Sheila Richardson	Debbie McCarthy
1986	Juanita Love	Annie Ruth Winningham	Ginger Townsend
1987	Audrey Walthall	Susan Osier	Jean Weed
1988	Robert Jernigan	Joeline Davidson	Cynthia Fuller
1989	Ann Anderson	Cathy Minish	
1990	Kimberly Holiday	Martha Thom	Sonja Bowen
1991	Phyllis Ingle	Ola Monday	Nisi Zell
1992			
1993			
1994			
1995			
1996			
1997	Cathy Minish		
1998	Lester Hardigree		

Clinical Laboratorian of the Year Award

1955	Jewell Mitchell
1956	Willard Journey
1957	Nancy Prigmore
1958	Elizabeth Meyer
1959	Sister Andrew Josephine Baumstark
1960	Audrey Walthall
1961	Lonnie Pitts
1962	Carolyn Howard
1963	Frances Bartlett
1964	Pattisue Jackson
1965	Arthur Blanchett
1966	Barbara Schick
1967	No award given
1968	Betty Devon
1969	Peggie Chapman
1970	Ivey Lois Hubert
1971	Martha Patterson
1972	Gloria "Mike" Gilbert
1973	Eva Blake
1974	Carol Sibley
1975	Marilyn Kangelos
1976	Harold Muir
1977	Annie Ruth Winningham
1978	Robert Jernigan
1979	Lois Ballard
1980	Mary Eden Cochran
1981	Joyce Smith
1982	Julia Crowley
1983	Barbara Edwards
1984	Carolyn Gilbert
1985	Ard Watson
1986	Ann Anderson
1987	Jean Weed
1988	Lois Ballard
1989	Joeline Davidson
1990	Juanita Love
1991	Myra Fredericks
1992	Sonya Bower
1993	Cathy Minish
1994	Jerry Rinker
1995	Martha Thom
1996	Ola Monday
1997	Joyce Massey
1998	Julia Crowley

HONORARY MEMBERS OF ASCLS-GA

1949	Darrell Ayer
1955	Lillian Shirley Bill Sprayberry
1958	James E. Weldon
1965	Walter L. Shepard, M.D.
1967	Dr. Gerald Cooper
1971	Miles Jackson

HONORARY MEMBERS OF ASCLS FROM GEORGIA

1972	Walter L. Shepard, M.D.
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POSITION PAPER GUIDELINES

HISTORICAL HIGHLIGHTS OF ASCLS-GA

1948 - 1969

- 1948 Organizational meeting, November 13, 1948 at Emory University Hospital. Thirty-five American Society of Medical Technology (ASMT) members present. Sadie Cartwright was elected President.
- 1949 First convention was held May 13 -15, 1949 at the DeSoto Hotel, Savannah. The constitution was adopted and three members elected to the Board of Directors. Georgia Society for Medical Technology (GSMT) was incorporated under the laws of Georgia.
- 1950 GSMT membership reaches 101. The Society is featured in the January "Hospital Topics" as Society of month.
- 1951 Six delegates attended the national ASMT meeting in Swampscott, Massachusetts. Sadie Cartwright, GSMT President, was elected President-Elect of ASMT. The "News Journal" of GSMT is established. A northwest society in Rome is organized.
- 1952 Sadie Cartwright is installed as president of ASMT at the national meeting in Portland, Oregon. GSMT successfully prevented the establishment of a "trade school" in Atlanta.
- 1953 Six GSMT delegates attended ASMT meeting in Louisville, Kentucky where Sadie Cartwright from Georgia presided as ASMT president. The "News Journal" was inaugurated in July, financed by paid advertising. Jewell Mitchell is the editor. The Society participated in civil defense throughout the state. In Savannah, school children were blood typed and in Atlanta, visitors were blood typed at the fair. GSMT sent a representative to serve on the Woman's Advisory Committee of the Georgia Civil Defense.
- 1954 The film "Career Medical Technologist" was purchased for recruitment use. The sixth annual meeting was held in Columbus with exhibits for the first time. There was a charge of \$25 per booth. The national ASMT meeting was held in Miami. A Georgia state exhibit was held for the first time. The Medical Technologist of the Year award was instituted. Jewell Mitchell was the first recipient.
- 1955 The office of Vice-President was changed to President-Elect. Two honorary members were elected for their interest in GSMT. They were Mrs. Lillian Shirley and Mr. William Sprayberry.
- 1956 Awards were given for the first time. A golf tournament was held at the annual meeting for exhibitors. There are 99 GSMT members.
- 1957 Eleven GSMT members attended the 25th ASMT meeting in Chicago. GSMT was asked to serve on a committee to help set up a program. There are 120 GSMT members.
- 1958 Membership certificates were adopted. The GSMT Linden Fund was established for recruitment activities. This was started by Linden Laboratories. James E. Weldon was elected an honorary member in appreciation for his service as legal advisor.

- 1959 The first award was given by Ortho for a blood banking paper. There are 114 GSMT members. Students were accepted for membership. There were 28 student members.
- 1960 GSMT voted to join the Allied Medical Career Club, Inc. To help sponsor, support and promote health career clubs in high schools throughout the state. The Georgia Association of Pathologists offered awards for papers on "Quality Control in the Clinical Laboratory". A recruitment exhibit "A Life Is in Your Hands" was purchased for use from ASMT.
- 1961 Jewell Mitchell was elected to the Board of Schools. State Science Fair Awards were established. A joint meeting was held with Florida in Jacksonville. There were 174 GSMT members.
- 1962 The rules for Member of the Year were amended. Nominations were now submitted from the membership and then selection was made by the Board of Directors. The first fall seminar was held at the Georgia Department of Public Health.
- 1963 The Frances Bartlett Scholarship Fund was established in memory of a faithful GSMT member. There were 160 GSMT members.
- 1964 The first Medical Technology Week in Georgia was declared by the Governor. The state scholarship bill was passed. This bill will provide medical technology scholarships to deserving students. This was an accomplishment of the Joint Council on Paramedical Education.
- 1965 A joint meeting was held with Tennessee. There were 23 exhibitors. Dr. Walter Shepard was elected to honorary membership. GSMT sent \$225 to the ASMT legal defense fund. GSMT received tax-exempt status.
- 1966 The annual meeting of GSMT was held aboard the SS Bahama Star as it cruised to and from Nassau. GSMT held its fall seminar again. GSMT dues were increased from \$3 to \$6.
- 1967 The film "In a Medical Laboratory" was purchased. Dr. Gerald Cooper was elected to honorary membership. A joint meeting was held with South Carolina. There was activity in the legislature regarding laboratory legislation. GSMT sent two delegates to the ASMT Constitutional Convention. State membership cards were established.
- 1968 Legislation activity increased. Publicity billboards were placed in Atlanta. Slides (2*2) from "In a Medical Laboratory" and a table top exhibit were purchased from ASMT through the Linden Fund. There was an organizational meeting for ASMT Region III.
- 1969 A Post Office box was obtained for GSMT. There were 27 exhibitors at the spring meeting. GSMT membership was 251.

1970 - 1989

- 1970 The laboratory licensure bill was passed. There were votes to change "News Journal" editors every two years and to obtain a professional decorator for the annual meeting exhibits.
- 1971 The first meeting of the Clinical Laboratory Advisory Committee was held. ASMT dues were increased from \$24 to \$48. GSMT membership was 361.

- 1972 The first Frances Bartlett Scholarship was awarded to Myria Elizabeth Harris from the Medical College. Walter Shepard was made an honorary member of ASMT. Georgia will host the first meeting of ASMT Region III. The "News Journal" became the "Newsletter". Atlanta was selected as the site for the 1977 ASMT Convention.
- 1973 Members were appointed to the Clinical Laboratory, Blood Bank and Tissue Bank Advisory Council (CLBBTB). Carolyn Howard was the technologist member and was elected chair. The first meeting was held March 23. GSMT membership was 295. 25th anniversary of GSMT celebrated. Gloria "Mike" Gilbert was elected Region III Director.
- 1974 The Atlanta student society is chartered. The North Georgia Society for Medical Technology is chartered. The Keyman program is established. GSMT membership: active - 266, total - 420.
- 1975 The Carr-Scarborough Scholarship Award was established. Senate bill 437 was passed exempting research laboratories from the laboratory licensure law. Pictures were added to the "Newsletter" Newsletter. GSMT patches were designed for sale to members. Harold Muir was elected chair of ASMT Nominations and Elections committee.
- 1976 The GSMT handbook was revised and printed. Georgia senator Herman Talmadge was the keynote speaker at the ASMT meeting in Chicago. GSMT members staffed a booth at the ASMT meeting promoting the meeting in Atlanta in 1977.
- 1977 Atlanta was the site of the 1977 ASMT annual meeting. Harold Muir was general chair for the ASMT meeting. ASMT withdrew from the ASCP Board of Registry. The National Certification Agency for Medical Laboratory Personnel was formed. ASMT initiated Omicron Sigma Awards. The GSMT Handbook was distributed to the membership.
- 1978 Bob Jernigan was appointed permanent GSMT convention manager. The Government Liaison Committee recommended that the concept of laboratory personnel licensure be pursued. ASMT Pyramid Club is established.
- 1979 The West Central Georgia Society for Medical Technology was chartered.
- 1980 GSMT membership was 294 active members. Juanita Love was elected chair of the CLBBTB Advisory Council. ASMT adopted the Scope of Practice of the Clinical Laboratory Sciences.
- 1981 The GSMT bylaws were amended to allow for seven district directors rather than directors at large.
- 1982 GSMT held a joint meeting with South Carolina in Savannah. The first elections were held for district directors. A phlebotomy section was added to the scientific assembly. The Gloria F. Gilbert Award was established.
- 1983 GSMT held a joint meeting with South Carolina in Greenville, South Carolina.
- 1984
- 1985

1986

1987

1988

1989

1990

1991-Joeline Davidson elected president-elected of ASCLS. National convention held in Atlanta.

1992-Joeline Davidson installed as president at the National convention held in Boston. Region III convention held in Puerto Rico. State convention held in Atlanta

1993-National convention held in Washington DC. State GSMT convention in Augusta

1994-GSMT remaps districts for a total of 9. State meeting held in Atlanta. National meeting in Nashville, TN

1995-GSMT becomes American Society for Clinical Laboratory Science - Georgia (ASCLS-GA). State meeting in Atlanta
National in Anaheim, California

1996- Joint State meeting with Tennessee. National ASCLS in Chicago

1997-State meeting in Atlanta. National ASCLS convention in Atlanta.

1998-State meeting in Augusta. National meeting in Chicago

1999

2000