

**Louisiana Academy of Family Physicians
2011 General Assembly**

RESOLUTION NO. 2

Subject: Amending the LAFP Bylaws

Submitted by: Derek Anderson, MD, Speaker and Daniel Jens, MD, Vice-Speaker

WHEREAS, as presently specified in the LAFP Bylaws, amendments to the Bylaws must be held over for one day before the specific language of the amendments can be adopted, and

WHEREAS, the business of the General Assembly is a one-day meeting and requires adoption at the next meeting of the General Assembly with regards to change in the language of the Bylaws, therefore be it

RESOLVED, LAFP Bylaws be changed as follows:

Page 4, Chapter IV, Section 1 – standardization of Family Practice to Family Medicine

Page 4, Chapter IV, Section 2 – Executive Vice President approves all membership applications

**CHAPTER IV
Membership**

SECTION 1: Qualifications.

The qualifications and conditions of membership and the classes of membership shall lie identical with the American Academy of Family Physicians except wherein the language is more suitable to local situations and shall change effective immediately, if changed by the American Academy. The Bylaws of the American Academy of Family Physicians now provide for the following classes of membership and their election:: (1) active members,(2) resident members, (3) inactive members, (4) honorary members, (5) life members, (6) student members, (7) supporting members, and (8) international members. To hold membership in the Academy, the individual must be of high moral and professional character. Additional membership qualifications required of each class of members as well as their rights and obligations and the method of their election shall be as hereinafter set forth. .

The privilege of the floor of the annual meeting and the right to vote and hold office of each class of members shall be the same as provided that class of members in the Bylaws of the American Academy of Family Physicians.

Physicians eligible for membership in the Louisiana State Medical Society shall be eligible for membership in this organization provided, however, that they meet the qualifications and conditions set forth in the Bylaws of the American Academy of Family Physicians. Any physician eligible for supporting membership may be nominated and endorsed to the AAFP for that purpose by the Executive Committee of the LAFP. There are two classes of supporting members, 1) those engaged in Family Practice **Medicine**, the teaching of Family Practice **Medicine** or Medical Administration for the previous six years, but who do not qualify for active membership because they have not completed the necessary residency training, and 2) physicians in specialties other than Family Practice **Medicine**. A physician in a specialty other than Family Practice **Medicine** wishing to be nominated and endorsed for membership to the AAFP must be an active member of the faculty for a department of Family Medicine or

49 Family Medicine Residency Program and this must be documented by a letter from the Chairman or Director of
50 that program which specifies the time and nature of their activity for the preceding year.

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52 Members of the Uniformed Services Chapter may hold Uniformed Services associate membership in the Louisiana
53 Chapter without the right to vote or hold office.

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55 **SECTION 2: Method of Selection**

56 Application for membership shall be made in writing on a form prescribed by the American Academy of Family
57 Physicians. Election to membership shall be by approval of the ~~District Director in which the applicant resides~~
58 **Executive Vice President**, followed by publication of the applicant's name in the LAFP Newsletter.

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60 Page 5, Chapter V, Section 2 – no admission fee being charged for the processing of new member applications

61
62 **CHAPTER V**
63 **Dues and Admission Fee**

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65 ~~SECTION 2. An admission fee of ten dollars (\$10.00) shall be paid by all new active members, said fee to be~~
66 ~~forwarded to the Executive Vice President of the American Academy of Family Physicians together with the first~~
67 ~~year's dues to said corporation. The admission fee and first annual state and national dues shall accompany the~~
68 ~~candidate's membership application; provided, however, that the total sum shall be refunded in the event his/her~~
69 ~~application is not approved.~~

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71 Page 9, Chapter VIII, Section 4 – Director and Alternate Director positions were left out

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73 **CHAPTER VIII**
74 **Election of Officers and Directors**

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76 **SECTION 4.** At the time of the annual meeting, the nominating committee shall present nominations to the
77 General Assembly for the offices of President-Elect, Vice President, Secretary, Speaker, Vice-Speaker and one (1)
78 Delegate and one (1) Alternate Delegate to the Congress of Delegates of the American Academy of Family
79 Physicians **and any vacant Director and Alternate Director position.** Additional nominations for these offices may
80 be made from the floor of the Assembly.

81
82 Page 17, Chapter XII, Section 1 – adding of the Resident and Student Leadership Committee

83 Page 18, Chapter XII, Section 4 – adding that the Committee on Operations look at revising any clean-up of the
84 bylaws every two years

85 Page 18, Chapter XII, Section 5 – removing number six since the Resident and Student Leadership Committee will
86 be evaluating and advising the Board of Directors on resident and student affairs; also re-numbering the duties
87 because of the deletion of number six

88 Page 18, Chapter XII, Section 7 – needs to be re-numbered due to the sections be out of sequence and removing
89 the word “District”

90 Page 19, Chapter XII, Section 7 – this will be the functions of the Resident and Student Leadership Committee that
91 will need to be added to the Bylaws

92
93 **CHAPTER XII**
94 **Committees**

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96 The committees of the Louisiana Academy of Family Physicians shall be standing committees. All members of any
97 LAFP committee must be a member of the Louisiana Academy of Family Physicians.

98
99 **SECTION 1. Regular Standing Committees Listing**

100 The following standing committees shall be established by the President with the advice and concurrence of the
101 Board of Directors:

- 102 (1) Committee on Education;
- 103 (2) Committee on Operations;
- 104 (3) Committee on Legislative & Membership Issues;
- 105 (4) Nominating Committee
- 106 **(5) Resident and Student Leadership Committee**

107
108 The composition of these bodies shall be determined by the Board of Directors and their functions shall be as
109 specifically set forth in other sections of these Bylaws and as may be determined by the Board of Directors.

110 **SECTION 2. Organization**

111 The President, with the advice of the Board of Directors, may appoint such additional committees or similar
112 organizational entities to assist the Board of Directors as he deems appropriate. The composition and functions of
113 such additional committees or organizational entities shall be as determined by the Board of Directors.

114 **SECTION 3. Committee on Education**

115 The functions of this committee shall be:

- 116 (1) To plan and conduct the scientific program at the Annual Scientific Assembly.
- 117 (2) To encourage and assist members in conducting research appropriate to the field of Family Medicine.
- 118 (3) To conduct, develop, assist and evaluate educational programs developed for the education and training of
119 Family Physicians at the graduate and undergraduate level, and developed to provide continuing medical
120 education for the benefit of the members of this Academy and of the profession at large.

121 **SECTION 4. Committee on Operations**

122 The functions of this committee shall be:

- 123 (1) To supervise the financial transactions of the Academy including, but not limited to:
 - 124 (a) submitting an annual budget for the approval of the Board of Directors,
 - 125 (b) supervising the keeping of the Academy's accounts,
 - 126 (c) supervising the operational costs and approving all expenditures incurred in maintaining the LAFP
127 Headquarters Office Building including all property.
- 128 (2) To ~~periodically~~ **biennially** make a study of the Bylaws and make recommendations for changes, deletions, or
129 modifications in order to maintain the integrity and consistency of the Bylaws.
- 130 (3) To evaluate Academy projects and recommend to the Board of Directors any initiative which would aid in the
131 Long Range Planning of the Academy.
- 132 (4) The Treasurer of the Academy shall serve as Chair of the Committee on Operations.

133 **SECTION 5. Committee on Legislative & Membership Issues**

134 The functions of this committee shall be:

- 135 (1) To promote membership interest in the Academy.
- 136 (2) To initiate, coordinate, and subsidize membership services made available through the Academy.
- 137 (3) To evaluate and advise the Board of Directors on issues of concern to minority physicians.
- 138 (4) To evaluate and advise the Board of Directors on issues of concern to women in medicine.
- 139 (5) To evaluate and advise the Board of Directors on issues of concern to new physicians in practice.
- 140 ~~(6) To evaluate and advise the Board of Directors on issues relating to resident and student affairs.~~
- 141 ~~(7)~~ **(6)** To evaluate and advise the Board of Directors on other issues as deemed appropriate by the Board of
142 Directors.
- 143 ~~(8)~~ **(7)** To formulate and advise the Board of Directors on plans and programs which expand, maintain and improve
144 health care services and standards.
- 145 ~~(9)~~ **(8)** To investigate and recommend such action to the Board of Directors to insure that the Louisiana Chapter of
146 the AAFP shall have an active voice on all issues concerning legislative and governmental affairs.
- 147 ~~(10)~~ **(9)** To recommend to the Board of Directors such campaigns of public enlightenment or education as it may
148 deem appropriate.

153 (~~11~~ **10**) To evaluate such issues of ethics as may come before the Academy and to make recommendations to the
154 Board of Directors on such ethical issues as the Board shall deem appropriate.

155 (~~12~~ **11**) To evaluate and advise the Board of Directors on the special health care needs of minority population
156 groups.

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158 **SECTION 7 6. Committee on Nominations**

159 The President shall, at least ninety days before the General Assembly meeting, form the Nominating Committee,
160 which will be comprised for the following members: the Legislative and Membership Committee Chair, who will
161 serve as the Nominating Committee Chair, the President, President-Elect, and two other Board of Directors
162 members selected by the President.

163

164 The functions of this committee shall be:

- 165 1) meet at least ninety days prior to the date of the annual General Assembly.
- 166 2) insure that there is at least one candidate for election to each officer position; and each vacant ~~District~~
167 Director and Alternate ~~District~~ Director slot; and each vacant AAFP Delegate and AAFP Alternate Delegate
168 slot.
- 169 3) investigate the qualifications of prospective candidates and receive assurance from each selectee that he/she
170 is willing and eager to serve the Academy and attend all Board Meetings and other meetings that the position
171 requires.
- 172 4) present the selections of the Nominating Committee, with the exception of the Office of Treasurer, at a time
173 during the General Assembly determined by the Speaker. These nominations, as presented by the Committee
174 Chair, shall indicate that the selections are not endorsements and other nominations from the Assembly
175 floor are in order.
- 176 5) present a nomination for the Office of Treasurer to the Board of Directors meeting held during the Assembly.

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178 **SECTION 7. Resident and Student Leadership Committee**

179 *The functions of this committee shall be:*

- 180 **(1) To provide a forum for resident and student members of the LAFP to meet and discuss problems and**
181 **solutions regarding Family Medicine policy, primary care physician recruitment, clinical skills assessment and**
182 **improvement, and leadership development.**
- 183 **(2) To support, encourage, and validate the choice of Family Medicine as a specialty.**
- 184 **(3) To coordinate efforts in recruitment and programming between residents and students in the state**
- 185 **(4) To evaluate and advise the Board of Directors on issues unique to medical students and family medicine**
186 **residents**
- 187 **(5) To facilitate the LAFP Mentorship Program amongst students, residents, and practicing physicians**
- 188 **(6) To facilitate planning of the annual Resident & Student Leadership Conference,**
- 189 **(7) To assist in planning resident and student activities at Annual Assembly, and**
- 190 **(8) To promote LAFP information and events to residency programs and FMIGs**

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192 **SECTION 8. Meetings**

193 Each Committee shall meet at least twice a year and submit an annual report to the Board of Directors prior to the
194 annual meeting of the General Assembly.

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