

Standing Rules
Balance and Falls Special Interest Group
Section on Geriatrics

Article I: Name and Purpose

- A. The name of the special interest group shall be the Balance and Falls Special Interest Group of the Section on Geriatrics. In these Standing Rules it will be referred to as the BFSIG.
- B. The purpose of the BFSIG shall be to provide a forum through which individuals having a common interest in physical therapy for people with balance problems and a risk of falling may meet and promote care/intervention through education, clinical practice and research.

Article II: Objectives

- A. Foster physical therapy management of balance problems and risk of falling based upon a scientific foundation.
- B. Provide standards for entry-level physical therapy education programs regarding the management of balance problems and risk of falling.
- C. Encourage and foster research.
- D. Provide a forum for discussion of the management of balance problems and the risk of falling among physical therapists and physical therapist assistants.
- E. Provide a network for enhancing communication between clinicians, academicians, and researchers in the physical therapy community interested in balance problems and the risk of falling.
- F. Provide an avenue for interaction with other health care professionals who provide intervention to people with balance problems and the risk of falling.

Article III: Membership

- A. Only members in good standing of the Section on Geriatrics are eligible to be BFSIG members. Any APTA member may attend meetings.
- B. Only BFSIG members may vote.

Article IV: Organization

- A. Officers: The BFSIG will elect the following officers, each serving a 3 year term, effective the Monday after CSM.

B. Duties

1. Chair

- a. Facilitates all meetings of the BFSIG.
- b. Attends SoG membership meetings at CSM and AC or sends designee.
- c. Represents BFSIG at SoG Board meetings regarding BFSIG activities as required by the Board or SoG Executive Committee.
- d. Provides written reports to the SoG Board BFSIG liaison prior to CSM and AC for inclusion in the report to the Board.
- e. Submits information relative to BFSIG functions to the BFSIG newsletter or GeriNotes.
- f. Appoints BFSIG task forces and committees, except the Nominating Committee.
- g. Serves as a liaison to other sections and organizations with approval of the SoG Executive Committee.

2. Vice-Chair

- a. Serves as BFSIG Chair in the absence of the Chair.
- b. Serves as liaison to the SoG program Chair to coordinate BFSIG programming at CSM and AC.
- c. Reviews the BFSIG Standing Rules biannually for consistency with the SoG and the APTA, and recommends appropriate revisions.
- d. With the BFSIG chair, or designee, prepares the BFSIG newsletter.
- e. Other duties as assigned by the Chair.

3. Secretary

- a. Records and distributes minutes of all BFSIG officer and membership meetings. Minutes will be distributed to members, officers, SoG Board and SoG Executive Director as appropriate. Minutes are submitted within 45 days of the meeting.
- b. Maintains all written records of the BFSIG.
- c. Maintains the BFSIG membership record.
- d. Completes routine official correspondence of the BFSIG including notification of meetings, elections results, etc.
- e. Other duties as assigned by the Chair.

4. Nominating Committee members

- a. The senior member of the committee will serve as chair.
- b. Identify and slate candidates for the BFSIG officers.
- c. Distribute ballots and candidate information.
- d. Count ballots and convey results to the Secretary for distribution.

C. Election

4. Elections will be held once a year (~~electronically~~) and results announced during the business meeting at CSM. ~~Effective with CSM 2009, election of the chair will be staggered with other SIG chair elections. As a result, the Chair elected in 2009 will serve a 1 year term. Beginning in 2010, each chair will serve a 3 year term, and all positions will be elected very three years (e.g. 2010, 2013, 2016, etc.).~~ Elections during odd numbered years will include 1 Chair, and 2 Nominating Committee members. Elections during even numbered years will include Vice Chair, Secretary, and 1 Nominating Committee member.
2. Ballot and candidate information will be distributed by email, mail (with or separate from SoG ballots), or in the SIG newsletter ~~or by hand at the SIG meeting.~~
3. Newly elected officers shall assume office effective the Monday after CSM.

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Comment [E1]: I believe this needs to be deleted, since terms are for three years for each position, then they will be chosen in alternating odd/even years.

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Article V: Committees/task forces

- A. All committees and task forces of the BFSIG, other than the Nominating Committee, shall be approved by the Chair with approval of the SoG Executive Committee
- B. Committee members will be selected by the committee chair with approval of the BFSIG Chair

Article VI: Meetings

- A. The BFSIG will conduct or assure representation at the following meetings:
 1. The SIG chair meeting at CSM
 2. The BFSIG meeting at CSM
 3. The BFSIG meeting at AC (if scheduled)
 4. The SoG Board meeting at CSM or AC as requested
 5. The SoG member meeting at CSM and AC
- B. The BFSIG will hold at least one member meeting per year at which business is conducted.

Article VII: Authority

- A. The BFSIG Standing Rules must be consistent with the SoG and APTA bylaws
- B. These BFSIG Standing Rules may be changed, subject to the approval of the Executive Committee of the SoG, by a two-third's vote of the BFSIG members at a regularly scheduled member meeting provided that the members have been notified of the proposed changes in writing 60 days before the vote.

C. Where these Standing Rules are silent, the SoG and APTA bylaws prevail.