



## Constitution of the ECOG-ACRIN Cancer Research Group

Adoption: May 17, 2012

Amendment #2: May 2, 2019

**EA EXECUTIVE DIRECTOR:**

Donna Marinucci

EA Executive Director

*Name*  
DocuSigned by:

*Donna Marinucci*

71091A471F20409...  
*Signature*

*Title*

11/10/2020

*Date*

**EA DEPUTY EXECUTIVE DIRECTOR:**

Jean MacDonald

EA Deputy Executive Director

*Name*  
DocuSigned by:

*Jean MacDonald*

413A9A578C2A423...  
*Signature*

*Title*

11/10/2020

*Date*

**GROUP CO-CHAIR:**

Peter O'Dwyer MD

ECOG ACRIN Group Co-Chair

*Name*  
DocuSigned by:

*Peter O'Dwyer MD*

C892EFF1865E4EA...  
*Signature*

*Title*

11/10/2020

*Date*

**GROUP CO-CHAIR:**

Mitchell D Schnall MD, PHD

ECOG ACRIN Group Co-Chair

*Name*  
DocuSigned by:

*Mitchell D Schnall MD, PHD*

6F19B7B8AD46494...  
*Signature*

*Title*

10/28/2020

*Date*

# **Constitution of the ECOG-ACRIN Cancer Research Group**

**Adoption: May 17, 2012**

**Amendment #1: effective September 12, 2016**

*Align governance with National Cancer Institute (NCI) National Clinical Trials Network (NCTN) requirements, codify membership classifications, establish a Group Co-Chair succession plan, and replace outdated terminology*

**Amendment #2, effective May 2, 2019**

*Establish merit-based voting privileges for NCI Community Oncology Research Program (NCORP) sites (Article IV, Section 5)*

## **Articles:**

- I. Preamble**
- II. Name**
- III. Organization**
- IV. Membership**
- V. Central Offices**
- VI. Committees**
- VII. Governance**
- VIII. Meetings**
- IX. Elections and Recall**
- X. Manuscript and Abstract Authorship**
- XI. Amendments**
- XII. Ratification**
- XIII. Parliamentary Authority**

## Article I Preamble

The ECOG-ACRIN Cancer Research Group is a multidisciplinary organization comprised of a clinical research and basic science infrastructure, physicians, healthcare professionals, scientists, and other individuals devoted to performing research spanning the cancer care pathway through studies of prevention, early detection, diagnosis, treatment, patient-centered outcomes and associated correlative science, including the development of cancer-related biomarkers, in order to reduce the burden of cancer and improve the quality of life and survival of cancer patients.

This constitution is designed to acknowledge the history, structure, and complementary strengths of the two founding organizations—the Eastern Cooperative Oncology Group and the American College of Radiology Imaging Network’s Oncology Program—which merged into a single unified structure and adopted this constitution on May 17, 2012.

## Article II Name

This organization shall be called the ECOG-ACRIN Cancer Research Group.

## Article III Organization

The organization, under the leadership of two Group Co-Chairs, shall consist of membership (as defined in Article IV), Central Offices (as defined in Article V), and Governance (as defined in Article VII) to support the scientific and administrative needs of the Group. A variety of committees shall serve the interests of the Group.

## Article IV Membership

### IV Section 1 Classifications

*Revised 09/2016 from  
six to five  
classifications*

Membership shall be available for qualifying institutions and individuals. There shall be five classifications of membership within ECOG-ACRIN. Three of the classifications shall have voting privileges and two shall not. All classifications and associated qualifications are described below.

## IV Section 2 Classifications with Voting Privileges

*Revised 09/2016 to  
replace outdated  
terminology*

Member classifications with voting privileges are listed below. Voting privileges shall be defined in Article IV Section 5. An institution shall be defined in Article IV Section 6. Qualifications and general criteria for these classifications shall be defined fully in the Group membership policies and procedures manual.

1. **Standing Member:** An institution that provides scientific leadership to ECOG-ACRIN through the expertise of its investigator(s) and participates in all ECOG-ACRIN studies aligned with its scientific interests. Qualifications for becoming a Standing Member shall be defined further by metrics related to accrual and scientific contributions of its investigator(s), such as committee chairmanship, core laboratory direction, or unique correlative analytic capability. Standing Members are expected to include Lead Academic Participating Sites (LAPS), other academic-based institutions, and NCI Community Oncology Research Programs (NCORPs). A Standing Member's network shall be defined as the Standing Member institution plus all of its affiliated programs or components.
2. **Scientific Member:** An institution that provides scientific leadership to ECOG-ACRIN through the expertise of its investigator(s) and participates in selected ECOG-ACRIN studies aligned with its scientific interests. Qualifications for becoming a Scientific Member shall be defined further by metrics related to accrual and scientific contributions of its investigator(s), such as committee chairmanship, core laboratory direction, or unique correlative analytic capability. A Scientific Member cannot simultaneously be a Standing Member
3. **Affiliate Member:** An institution (other than an NCORP or NCORP component) that is responsible to a Standing Member. Affiliate Members are generally community-based practices, but the category does include academically-oriented institutions that are neither a Standing Member nor a Scientific Member. The Affiliate Member classification is represented by a single vote.

## IV Section 3 Classifications without Voting Privileges

*Revised 09/2016 to  
delete Associate  
Member (no longer  
applicable in NCTN)  
and replace outdated  
terminology*

Member classifications without voting privileges are listed below. Voting privileges shall be defined in Article IV Section 5. An institution shall be defined in Article IV Section 6. Qualifications and general criteria for these classifications shall be defined fully in the Group membership policies and procedures manual.

1. **Special Participant:** An individual or institution that participates in a selected aspect of ECOG-ACRIN activities. Special Participants are responsible to the Group Co-Chairs or their designee(s) through arrangements defined by contractual agreement.
2. **Consultant:** An individual or institution that provides advice and service to the Group but does not accrue to ECOG-ACRIN trials. Consultants are responsible to the Group Co-Chairs or their designee(s) through arrangements defined by contractual agreement.

#### **IV Section 4 Provisional Status**

An institution that applies for membership in ECOG-ACRIN is, if accepted, usually accepted as a Provisional Member. Status of incoming members is provisional for a period of two years from the date of approval.

#### **IV Section 5 Voting Privileges**

*Revised 09/2016 to clarify which institutions are eligible to have voting privileges*

*Revised 05/2019 to establish merit-based voting privileges for NCORP sites*

Academic-based Standing Members and Scientific Members shall each have a single vote in the Principal Investigator Committee (Article VII, Section 6). Community-based NCORP program sites will be allocated votes in the Principal Investigator Committee guided by the merit-based institutional evaluations process. The Affiliate Member classification shall carry a single vote, to be cast by one individual nominated by Affiliate Members and elected by the Principal Investigator Committee.

#### **IV Section 6 Institution**

*Revised 09/2016 to replace outdated terminology*

An institution is defined as any academic program, hospital, health system, or consortium, including but not limited to a NCI-designated Lead Academic Performance Site (LAPS), other academic-based institution, NCI Community Oncology Research Program (NCORP), or other community-based program or component. An institution may be associated with any of the membership classifications and may participate in the activities of the Group after all regulatory and ECOG-ACRIN requirements have been fulfilled.

#### **IV Section 7 Individual Investigator**

An individual investigator is defined as any physician or research scientist who is associated with any of the membership classifications and participates in the activities of the Group after all regulatory and ECOG-ACRIN requirements have been fulfilled.

#### **IV Section 8 Principal Investigator**

*Revised 09/2016 to clarify the term applies to Standing and Scientific Members*

A principal investigator is defined as any individual investigator who has been designated by their Standing Member or Scientific Member institution to be responsible for the conduct of Group activities within that institution.

#### **IV Section 9 Suspension or Termination of an Individual Investigator**

The Group Co-Chairs may temporarily suspend an individual investigator from all ECOG-ACRIN activities for due cause. "Due cause" is defined in the Group membership policies and procedures manual. This action must be ratified by the Principal Investigator Committee (Article VII, Section 6) within one month after notifying the individual investigator of said suspension. An ad hoc Subcommittee of

the Principal Investigator Committee shall be appointed by the Group Co-Chairs to investigate the nature of the charges, allow testimony from the individual investigator (if requested), and recommend an action to the full Principal Investigator Committee within 90 days. Any action must be approved by a two-thirds vote of the Principal Investigator Committee and shall range from reinstatement to dismissal from ECOG-ACRIN.

In addition, within his/her network, a principal investigator may suspend/dismiss an individual investigator for due cause. The Group Co-Chairs must be notified of any such action.

## Article V Central Offices

### V Section 1 Group Operations

*Revised 09/2016 to list Operations Center first and replace outdated terminology*

The ECOG-ACRIN Medical Research Foundation (Foundation) shall be the primary grantee organization of the NCI National Clinical Trials Network Group Operations Center U10 grant to ECOG-ACRIN, the NCORP Research Base grant, and all other grants awarded to, or held with, the Group. The Foundation shall be responsible for developing and maintaining the Group operational infrastructure.

Group operations shall be supported by a permanent operational infrastructure that shall not change with the election of new Group Co-Chairs. The operational infrastructure may include multiple organizations; however, it shall operate in a coordinated fashion under a unified management structure and a single set of policies and standard operating procedures to support the efficient operations of the entire Group. The Operations Center may include offices to support the Group Co-Chairs.

### V Section 2 Statistical Center

*Revised 09/2016 to change title to Group Statistician (from Group Co-Statistician), and make organizational construct consistent with Operations Center*

The institutions that are the recipients of the NCI National Clinical Trials Network Statistical Center U10 grant to ECOG-ACRIN shall host the Statistical Center for the Group. The Statistical Center may include multiple organizations; however, it shall operate in a coordinated fashion under a unified management structure and a single set of policies and standard operating procedures to support data management and biostatistical analysis across the Group.

The Statistical Center shall be led by the Co-Principal Investigators for the statistics and data management grant awardees, hereafter referred to as the Group Statisticians. The Group Statisticians and/or their designee(s) shall have responsibility for the data processing and analysis of all Group studies and shall participate in all activities of the Group that involve the planning, implementation, and analysis of studies.

## Article VI Committees

### VI Section 1 Committee Structure

ECOG-ACRIN Committees shall consist of Scientific and Administrative Committees necessary to fulfill the mission of ECOG-ACRIN. Committees may be formed, restructured, or disbanded by the Group Co-Chairs, with the approval of the Principal Investigator Committee (Article VII, Section 6).

### VI Section 2 Committee Chairs

With the exception of the Nominating Committee, chairs and co-chairs of the committees shall be appointed by the Group Co-Chairs, who shall also determine their term of office.

## Article VII Governance

*Revised 09/2016 to add general description of governance*

There shall be two Group Co-Chairs who shall lead the Group and oversee its governance. The Group Co-Chairs shall be supported by executive leaders, appointed at the Group Co-Chairs' discretion. Governance shall be distributed between the Principal Investigator Committee and the Executive Committee. Each committee shall have distinct responsibilities and voting powers. These entities are defined below.

### VII Section 1 Group Co-Chairs

*Revised 09/2016 to establish staggered timing of elections, further define terms of service, specify timing of service in relation to federal funding cycles, and define ratification in Section 1 Item 1 to require a majority*

- 1. Alignment with National Cancer Institute Funding:** The Group shall be chaired by two individuals who are the Co-Principal Investigators of the NCI National Clinical Trials Network Group Operations Center U10 grant to ECOG-ACRIN (NCTN Operations Center U10 grant), hereinafter known as the Group Co-Chairs. One Group Co-Chair shall serve as the Contact Principal Investigator required in the NCTN Operations Center U10 grant. This individual shall have primary signature authority for the grant. S/he shall be selected by mutual agreement of the Group Co-Chairs. If the Group Co-Chairs are unable to come to an agreement on this designation, the Nominating Committee shall propose a designation, which shall be subject to ratification by a majority vote of the eligible Principal Investigator Committee members.
- 2. Professional Qualifications:** One Group Co-Chair shall have experience practicing among the cancer treatment-related disciplines (e.g. medical oncology, surgical oncology, radiation oncology, or pathology), and the other Group Co-Chair shall have experience practicing within an imaging-based discipline.



Qualifications shall be defined fully in the Group operations policies and procedures manual.

3. **Staggered Elections and Terms of Office:** Group Co-Chairs shall be elected by the Principal Investigator Committee (Article IX Section 3). Under ordinary circumstances, each Group Co-Chair shall be elected to, and expected to serve, for a ten-year term, which constitutes two consecutive cycles that are equal to and consistent with the NCTN Operations Center U10 grant cycle. However, there shall be no restrictions on terms of service for Group Co-Chairs. To maintain efficient operations across the entire Group, it is expected that both Group Co-Chairs shall not transition at the same time or within the same grant cycle.
4. **Shared Responsibility:** The Group Co-Chairs shall share responsibility for the efficient operation of the entire Group. They shall be the Co-Chairs and voting members of the Principal Investigator Committee and the Executive Committee, and *ex-officio* members of all other Group committees, with the exception of the Nominating Committee. The Group Co-Chairs shall convene and conduct the meetings of the Group and shall appoint individuals to appropriate positions for the effective management of the Group. They shall establish specific management responsibilities for each Group Co-Chair relative to his/her expertise and experience, by mutual agreement. This management plan shall be consistent with the required operational management plan outlined in the NCTN Operations Center U10 grant.

## VII Section 2 Group Co-Chair Elect

*Revised 09/2016 to establish a Group Co-Chair succession plan*

Under ordinary circumstances, a Group Co-Chair Elect shall be elected approximately two years prior to the effective date of a new NCTN Operations Center U10 grant cycle, to allow for a sufficient transition period. Immediately upon election to the position (Article IX, Section 4), the Group Co-Chair Elect shall participate fully in all activities being conducted by the Group Co-Chairs. S/he shall be named a Co-Principal Investigator for the upcoming NCTN Operations Office U10 grant submission, and shall be responsible for developing the grant submission, along with the Group Co-Chairs. The Group Co-Chair Elect shall transition into the role of Group Co-Chair and begin full responsibilities in that position on the effective date of the next NCTN Operations Center U10 grant cycle.

## VII Section 3 Vice Chair

*Revised 09/2016 to clarify responsibilities of the position due to addition of Group Co-Chair Elect position (section renumbered)*

A Vice Chair shall be appointed by the Group Co-Chairs and shall assist the Group Co-Chairs in all aspects of the management of the Group. The Vice Chair shall be a nonvoting member of the Principal Investigator Committee (Article VII, Section 6), unless the Vice Chair is also a principal investigator of a Standing Member or Scientific Member institution. The Vice Chair shall be a voting member of the Executive Committee (Article VII, Section 8) and an *ex-officio* member of all other Committees, with the exception of the Nominating Committee.



If the Group is without an elected Group Co-Chair or Group Co-Chair Elect at any time, for any reason, including illness, the Vice Chair shall serve as Interim Group Co-Chair.

## VII Section 4 Group Statisticians

*Revised 09/2016 to change title to Group Statistician and to replace outdated terminology (section renumbered)*

The Group Statisticians shall be appointed by the Group Co-Chairs, with the approval of the Principal Investigator Committee (Article VII, Section 6). There shall be two Group Statisticians, who shall function as Co-Principal Investigators of the Statistical Center grant (Article V Section 2), one with a focus on imaging-based disciplines and the second with a focus on treatment studies. A Group Statistician may only be removed by a two-thirds vote of the Principal Investigator Committee and the concurrence of the Group Co-Chairs. The Group Statisticians shall serve as voting members of the Principal Investigator Committee and Executive Committee (Article VII, Section 8) and shall be ex-officio members of all ECOG-ACRIN committees, with the exception of the Nominating Committee.

## VII Section 5 Deputy Chairs

*Revised 09/2016 (section renumbered)*

A Deputy Chair for each of the three research programs (Cancer Control and Outcomes, Biomarker Sciences, and Therapeutic Studies) shall be appointed by the Group Co-Chairs. Each Deputy Chair shall be a voting member of the Executive Committee.

## VII Section 6 Principal Investigator Committee

*Revised 09/2016 to replace outdated terminology, refine responsibilities, and clarify voting members (section renumbered)*

A Principal Investigator Committee shall be formed from the membership. Each Standing Member and Scientific Member shall designate a principal investigator who shall be responsible for the conduct of Group activities within that program. This person shall serve on the Principal Investigator Committee and shall cast the member institution's single vote, provided the institution and Individual Investigator are members in good standing. The Affiliate Member classification shall have a single vote on the Principal Investigator Committee, to be cast by a person from an Affiliate Member institution.

The term of the members of the Principal Investigator Committee is unlimited. Individual Investigators shall serve on the Committee for as long as the member institution designates them as principal investigator, and provided that the institution remains in good standing (ie, achieves accrual metrics, passes an annual evaluation, and complies with a formal audit and quality control process).

The Group Co-Chairs shall co-chair the Principal Investigator Committee and shall each have a single vote. The Group Statisticians, as the Co-Principal Investigators for the Statistical Center grant, shall each have a single vote.

The Principal Investigator Committee shall have responsibility to:

- Approve designated principal investigators from member institutions

- Participate in annual reviews of member institutions
- Approve Group policies
- Amend the constitution
- Elect a Nominating Committee every two years
- Elect Group Co-Chairs
- Recall Group Co-Chairs
- Approve new members
- Address other areas of Group activities, as requested by the Group Co-Chairs

The Principal Investigator Committee may create standing and ad-hoc committees to fulfill its responsibilities. Membership on such committees shall be drawn from the principal investigators and other constituencies of the Group.

## VII Section 7 Group Biorepositories Director(s)

*Revised 09/2016  
(section renumbered)*

The Group Biorepositories shall be under the oversight of a Director, or set of Directors, to be appointed by the Group Co-Chairs, with the approval of the Principal Investigator Committee. The Group Biorepositories Director(s) shall be a voting member of the Executive Committee (Article VII, Section 8).

## VII Section 8 Executive Committee

*Revised 09/2016 to  
replace outdated  
terminology, clarify  
leadership, remove  
Nominating Committee,  
and clarify voting  
members (section  
renumbered)*

An Executive Committee shall be formed with a minimum of 15 voting representatives. From the membership there shall be one representative each from the academic-based LAPS Standing Members, community-based NCORP Standing Members, Scientific Members, and Affiliate Members, as elected by the Principal Investigator Committee. The Group Co-Chairs shall co-chair the Executive Committee, and shall appoint voting members to represent other constituencies of the Group including, but not limited to, the Executive Officer, advocates, underserved populations, and research associates. All members of the Executive Committee shall be voting members.

The Executive Committee shall have responsibility to:

- Monitor the scientific and operational progress of the Group
- Oversee strategic planning, finances, resource allocation, and related matters
- Approve research concepts
- Create a slate of candidates for the Nominating Committee every two years
- Recommend topics for Principal Investigator Committee meeting agendas
- Resolve organizational issues that may arise from time to time

## Article VIII Meetings

### VIII Section 1 Group

Group meetings shall be held at least once a year. The Group Co-Chairs shall have the responsibility of determining the frequency and dates of Group meetings.

### VIII Section 2 Principal Investigator Committee

At least one Principal Investigator Committee meeting shall be held annually. The Group Co-Chairs shall have the responsibility of determining the frequency and dates of these meetings.

### VIII Section 3 Executive Committee

At least one Executive Committee meeting shall be held quarterly. The Group Co-Chairs shall have the responsibility of determining the frequency and dates of these meetings.

## Article IX Elections and Recall

### IX Section 1 Voting Eligibility in the Principal Investigator Committee

*Revised 09/2016 to clarify voting eligibility*

In the Sections to follow, the definition of an eligible Principle Investigator (one who is eligible to vote in the Principal Investigator Committee) shall be as follows: the principal investigator is from an academic-based Standing Member or Scientific Member institution, or the investigator is from a community-based NCORP Standing Member program that has ongoing and long-standing involvement with the Group over multiple years. Principal investigators shall be eligible to vote, provided that the institution and individual are members in good standing. No institution or individual shall have more than one vote. A member from the Affiliate Member category shall be eligible to cast a single vote in that membership classification.

### IX Section 2 Nominating Committee

*Revised 09/2016 to clarify scope of responsibility, explain independent process for selecting and vetting candidates for election slates, establish written professional qualification for the Group Co-Chair position, and replace outdated terminology,*

The members of the Nominating Committee shall be elected by the Principal Investigator Committee from a slate of candidates proposed by the Executive Committee. This interaction between the two governance committees provides the Group with checks and balances within the election process. The Nominating Committee is entirely independent in its role to nominate and elect Group Co-Chairs. The seven-member Nominating Committee shall include two representatives from the academic-based Standing Members, two representatives from the community-based

Standing Members, two representatives from the Scientific Members, and one representative from the Affiliate Members.

The Nominating Committee shall select its own chair. At the appropriate times, the Committee shall be responsible for preparing the slate of candidates for Group Co-Chair elections and oversee the election process. In the case of recall of a Group Co-Chair, the Nominating Committee shall conduct a confidential investigation surrounding the indications for the motion to recall and shall decide whether to pursue the motion to recall (Article IX, Section 5).

The term of the Nominating Committee shall be two years or until a successor committee is elected.

### **IX Section 3 Group Co-Chair Election Process**

*Revised 09/2016 to replace outdated terminology, remove implication that Group Co-Chairs transition at same time, clarify process, and move Group Co-Chair qualifications and terms of service to Article VII Section 1*

Prior to the election of a Group Co-Chair, the Nominating Committee in office at that time shall prepare a slate of candidates for the position (Article IX, Section 2), to present to the Principal Investigator Committee, either at a Principal Investigator Committee meeting, or electronically, if necessary. The committee shall solicit and vet candidates by its own process, adhering to an established set of professional qualifications for the Group Co-Chair positions that shall be defined fully in the Group operations policies and procedures manual. The election shall be held as soon as possible after the closing of nominations, either at a Principal Investigator Committee meeting or electronically. Each Group Co-Chair shall be elected by a majority vote of the eligible Principal Investigator Committee.

If any slate does not produce a winning candidate by majority vote in the first ballot, there shall be a second ballot, as required. The slate of candidates on the second ballot shall be the minimum number that between them gained at least a majority (as defined above) of the votes on the first ballot, utilizing a highest to lowest rank order.

If the second ballot does not yield a winning candidate, the Group Statisticians shall develop a third ballot on which each voting member shall rank each candidate in order of preference. The candidates with the best cumulative ranking shall be elected.

Voting for the Group Co-Chair shall be by secret ballot. The ballots shall be counted by the Chair of the Nominating Committee and witnessed by at least one member of the Nominating Committee.

### **IX Section 4 Group Co-Chair Elect Election Process**

*Revised 09/2016 to add new section*

If for any reason a current Group Co-Chair decides that it is in his/her best interest, or that of the Group, to decline to be considered as a candidate for the Group Co-Chair position for the upcoming grant cycle, he/she shall notify the Nominating Committee and the Principal Investigator Committee in writing. Immediately upon receipt of this notification, the Nominating Committee shall prepare a slate of candidates for the Principal Investigator Committee to elect, by majority vote, a Group Co-Chair Elect, to serve in an *ex officio* capacity along with the Group Co-Chairs for a duration to be

determined in collaboration with the Nominating Committee. The Group Co-Chair Elect shall be nominated according to the same process for nominating Group Co-Chairs (Article IX, Sections 2 and 3). The professional qualifications for candidates to the Group Co-Chair Elect position shall be the same as those for Group Co-Chairs (Article VII, Section 1 and Group operations policies and procedures manual).

## **IX Section 5 Group Co-Chair Recall**

*Revised 09/2016 to separate existing text into new section*

The Group Co-Chairs shall each be subject to recall by a two-thirds vote of the eligible Principal Investigator Committee members. A motion for recall can be proposed by any Principal Investigator eligible to vote and seconded by another Principal Investigator with voting privileges. The motion must be made in writing to the Chair of the Nominating Committee currently in office. The Chair of the Nominating Committee shall send a copy of the letter to the Group Co-Chair, who shall respond in writing to the Chair of the Nominating Committee within 60 days. The Nominating Committee shall conduct a confidential investigation. If a majority of the Nominating Committee finds reason to pursue this motion, the Chair of the Nominating Committee shall call for and chair a special meeting of the Principal Investigators to discuss the motion. The motion to hold a recall ballot must be approved by a majority vote of the Principal Investigator Committee. A closed ballot shall be held at the meeting. A two-thirds vote for recall shall be required and shall become effective immediately.

## **IX Section 6 Succession after Recall**

*Revised 09/2016 to separate existing text into new section and clarify instances when a Group Co-Chair Elect in in place (section renumbered)*

The Vice Chair shall serve as Interim Group Co-Chair, and a special election shall be held to elect a new Group Co-Chair. The nomination/election process for a new Group Co-Chair shall begin immediately. In the event that a group Co-Chair Elect has already been elected, the Group Co-Chair Elect shall become the Group Co-Chair, effective immediately.

## **IX Section 7 Succession after Vacancy**

*Revised 09/2016 to separate existing text into new section and clarify instances when a Group Co-Chair Elect in in place (section renumbered)*

If a Group Co-Chair becomes unable to complete his or her elected term, the Vice Chair shall serve as Acting Group Co-Chair and shall immediately initiate the nomination/election process to elect a new Group Co-Chair. In the event that a group Co-Chair Elect has already been elected, the Group Co-Chair Elect shall become the Group Co-Chair, effective immediately.

## Article X Manuscript and Abstract Authorship

*Revised 09/2016 to remove specificity of authorship (moved to Group policies and procedures manual)*

Manuscript and abstract authorship shall be merited by significant intellectual contributions. Group standard operating procedures shall be followed.

## Article XI Amendments

Proposed amendments to this constitution must be circulated to all members of the Principal Investigator Committee at least four weeks prior to presentation at a Principal Investigator Committee meeting. Such amendments require the affirmative vote of two-thirds or more of all eligible voting members of the Principal Investigator Committee before adoption. An amendment to the constitution is effective immediately upon its adoption by the Principal Investigator Committee, unless the motion to adopt the amendment(s) includes a specific effective date.

## Article XII Ratification

This constitution shall be adopted by a two-thirds affirmative vote of eligible members of the Principal Investigator Committee. It shall become effective on the day of its adoption and shall supersede all prior documents.

Members of the Principal Investigator Committee shall be provided with a copy of this constitution and all amendments, and their continued membership shall be interpreted as acceptance of its provisions.

## Article XIII Parliamentary Authority

The rules contained in the most current edition of *Robert's Rules of Order Newly Revised* shall govern the Group in all cases to which they are applicable and in which they are not inconsistent with this constitution and any special rules of order the Group may adopt.