

The Bylaw of the Taiwan Association for Medical Informatics

I. General

1. The name of the association is 台灣醫學資訊學會 and in English Taiwan Association for Medical Informatics (TAMI; hereafter, “the Association”).
2. The association is a non-profit organization established under Taiwanese laws. The purpose of the association is to promote the knowledge and application of medical informatics and to engage in communication with international organization in the field of medical informatics.
3. The Association is registered at the address of the central government of the Republic of China, Taiwan. The Association serves all administrative zones of the nation and reserve the right to establish its affiliates in any administrative zone if necessary.

II. Objectives

4. The objectives of the Association are as follows:
 - 1) hold presentations and forums on subjects of medical informatics.
 - 2) issue medical informatics related publications.
 - 3) organize continuing education and training of medical informatics.
 - 4) facilitate communication between members and with other national and international organizations in the field of medical informatics.
 - 5) conduct medical informatics research to assist governmental policy decision.
 - 6) collect and organize the information of medical informatics.
 - 7) provide hospitals and clinics research and consulting services to support their need for medical informatics systems.
 - 8) promote the development of medical informatics.

III. Membership

5. Membership of the Association shall consist of five classes: individual, student, institutional, permanent and honorary.
 - 1) Individual member: any professional in Taiwan and abroad currently involved in the areas of medical informatics, computer technology and health services, is a qualified applicant. The individual membership should be made with the recommendation of one existing member and is subject to the approval of the Board of Directors.
 - 2) Student member: any college or university student in Taiwan and abroad studying in the

departments of related subjects is a qualified applicant. The student membership is subject the approval of the Board of Directors.

3) Institutional member: all national or international healthcare institutes and academic societies are qualified applicants. The institutional membership is subject to the approval of the Board of Directors.

4) Honorary member: any individual who agrees with the causes of the Association and sponsor its activities by any means can be granted with the honorary membership with the recommendation of the Board of Directors.

5) Permanent member: any existing individual and institutional members can upgrade their current membership to a permanent status with the payment of 10-year membership fee in one installment and the approval of the Board of Directors.

6. Members of the Association enjoy certain rights:

1) Individual and permanent members can participate in deliberation during association meetings, exercise the right to vote on association affairs and elections, to depose association leaders and be elected for leadership position. He/she can also attend any activities organized by the association.

2) Student member can participate in deliberation during association meetings, but is not entitled to vote on association affairs and elections, to depose association leaders and be elected for leadership position. He/she can also attend any activities organized by the association.

3) Institutional member and permanent institutional member can appoint a representative to exercise their rights. Honorary member, however, can only attend any association activities and meetings, and is not entitled to vote on association affairs and elections, to depose association leaders and be elected for leadership position

7. Members of the Association shall fulfill certain obligations:

- 1) abide by the articles and resolutions of the association
- 2) ensure a due payment of membership fee
- 3) promote the best interest and development of the association
- 4) carry out missions assigned by the Association.

8. Any of the following offenses shall incur a member the warnings of the Board of Directors, suspension of membership rights or expulsion from the Association subject to the resolution of the General Meeting:

- 1) Act against the articles of the Association or the resolutions
- 2) Fail to pay membership fee during two consecutive years
- 3) Behave in a way so as to disgrace the association

IV. Structure

9. The highest authority of the Association shall be the General Meeting. The Board of Directors shall manage association affairs on behalf of the general meeting when it is not in place.

10. The Association shall have a Board of Directors, comprising 23 members and a Board of Supervisors, comprising 5 members. The election of all board members shall be held in the general meeting. The next 5 candidates in line to be elected as directors shall be made deputy directors and the candidate next in line to be selected as supervisor shall be the deputy supervisor. The deputies shall fill in the opening of the boards in sequence. The term of director and supervisor shall be two years and re-election shall be allowed once. The board positions are to be obligatory.

A Director or Supervisor shall be discharged when involved in any of the following:

- 1) The termination of membership
- 2) Resignation from the board over certain reason or following the resolutions of the Board of Supervisors
- 3) deposition or replacement
- 4) The suspension of membership rights exceeds half of his/her term

11. The Board of Directors shall include 5 General Directors, decided by the board's internal election. The term shall be two years and any vacancy shall be filled by another board election.

12. The Board of Directors shall have a Chairman who is to serve a 2-year term and can be re-elected once. The Chairman shall manage the internal affairs of the Association and represent the association.

13. The Association shall have a Secretary General, recommended by the Chairman of the Board of Directors. The assignment of the post is subject to the approval of the Board of Directors. The secretary shall take commands from the Chairman and handle daily association affairs. The Secretary General may request to hire helps if needed.

14. The Association shall establish certain Committees and Working Groups (proposed by any members and approved by the Board of Directors. The application procedure of Working Group shall be addressed in another regulation). Any member of the Association shall be able to take part in one of any Working Groups free of charge.

15. The Board of Supervisors shall elect three General Supervisors.

16. Former directors and supervisors shall form a consulting team to assist association affairs.

V. Duties

17. The General Meeting shall

- 1) pass and amend the bylaws of association
- 2) review reports prepared by the Board of Directors on association affairs
- 3) elect members of the Boards of Directors and Supervisors
- 4) take resolutions on annual budget, accounts and agenda
- 5) take resolutions on other important issues

18. The Board of Directors shall

- 1) manage association affairs
- 2) hold the General Meeting
- 3) execute the resolutions of the General Meeting
- 4) examine and approve membership application
- 5) handle executive projects from the Boards of Directors and Supervisors
- 6) set an annual agenda and budgets

19. The Chairman of the Board of Directors shall

- 1) execute the resolutions of the Board of Directors and summon meetings of fellow board members
- 2) manage association affairs
- 3) represent the association

20. The Board of Supervisors shall

- 1) supervise association affairs
- 2) supervise association income and expenditure
- 3) examine any breaches of these articles by a member

21. General Supervisors shall

- 1) summon meetings of fellow board members
- 2) execute the resolutions of the Board of Supervisors
- 3) manage the day-to-day routines of the Board of Supervisors

22. The Secretary General shall

take commands from the Chairman of the Board of Directors and manage the following

tasks:

- 1) arrange and check documents
- 2) handle day-to-day routine
- 3) supervise and coordinate different teams within the Association
- 4) plan and organize important association affairs
- 5) deal with affairs that none of teams is responsible for

VI. Meetings

23. The General Meeting of the Association shall take place once every year under the summon of the Chairman of the Board of Directors. With the petition of one fifth of the members and the consent of the Board of Directors and the Board of Supervisors, an impromptu General Meeting may be held. The General Meeting or an impromptu General Meeting shall have the minimum of half of all existing members when voting. The resolution shall have half of the votes from the attendees. The following actions shall be passed with two-thirds of the vote from the attendees

- 1) the editing and amendment of the articles
- 2) the dismissal of a member
- 3) the deposition of a director or supervisor
- 4) the management of the possessions
- 5) the dissolution of a group
- 6) other important issues on membership rights and obligations

24. The Board of Directors shall hold a regular meeting every three months and an impromptu meeting at anytime if necessary.

25. The Board of Supervisors shall hold a regular meeting every six months and an impromptu meeting anytime if necessary.

26. The Board of Directors and the Board of Supervisors may hold a joint meeting if necessary.

VII. Fund

27. The sources of association funds are as follow :

- 1) Membership application fee and annual membership fee

Application Fee: \$1200 (NTD) for individual membership; \$20,000 for institutional membership (including hospitals, academic organizations and other groups); \$6000 for honorary membership; 200 NTD for student membership.

Regular Membership fee per year: \$1200(NTD) for individual member; \$6000 for Institutional membership of hospitals and academic organization, and \$ 20,000 for Institutional membership of other groups; \$ 6000 for honorary member; \$ 600 for student membership.

- 2) Subsidy from the government
- 3) Donations from the members
- 4) Donations from other organizations
- 5) Income from project research appointed by clients
- 6) interest from the fund
- 7) other incomes

28. The terms and conditions regarding the management of association affairs are addressed somewhere else.

29. Any unclear or incomplete parts of the articles of the Association shall be raised by the Board of Directors and proposed to the General Meeting for it to take resolutions on amendment.

30. Should the Association be dissolved or deregistered, all its remaining belongings shall be handled according to laws and shall not be in any way possessed by an individual or any private companies. The belongings shall be turned to the charge of the independent local groups or organizations named by the authority.

31. The accounting year of the Association shall start on January 1st till the December 31st of the same year, every year.

32. The bylaw of the Association have to be approved by the General Meeting and reported to the authority before taking effect. Any subsequent amendment of the bylaw shall follow the same procedure.

