Preparing for and Participating in the ACR Annual Meeting and Chapter Leadership Conference

Table of Contents

Meeting Overview
Procedures of the ACR Council
Preparing the Chapter Delegation for the Meeting
Preparing and Submitting Resolutions
Sources for Additional Information

Meeting Overview

The ACR Annual Meeting and Chapter Leadership Conference

The Council is the legislative (policy-making) body of the College that acts upon recommendations, submitted as resolutions, and reports presented during the annual meeting. In this way each ACR member – through their chapter and the Council – has a voice in the governing of the College as it establishes policy for all of radiology. The Council consents of a minimum of one councilor from each chapter as well as other organizations determined by the Council. Currently the council consists of 303 councilors.

Procedures of the ACR Council

The ACR publishes a detailed document outlining how the Council conducts business. This document is available on the ACR Web site.

Preparing the Chapter Delegation for the Meeting

Preparations for the ACR Annual Meeting and Chapter Leadership Conference should begin several months prior to the meeting. The ACR typically publishes and distributes the meeting brochure in February. The meeting agenda materials, including the resolutions, are typically published and distributed in March. Chapter leaders, councilors and alternate councilors should review these materials as they receive them. Some chapters find it helpful to have a meeting prior to the ACR council meeting in order to discuss the agenda materials and shape opinions on the issues.

If alternate councilors will be serving in place of councilors during the meeting, chapter leaders must notify the ACR Office of Chapter and Volunteer Development in order to assure the alternate will be appropriately credentialed at the meeting.

Additionally, chapter representatives are responsible for preparing for visits with their Congressional representatives during the meeting. The delegation must make appointments with their representatives. The ACR government relations department typically provides assistance to chapter leaders. For more information contact Joshua Cooper at either jcooper@acr.org or (202) 223-1670.

Preparing and Submitting Resolutions

How to Submit Resolutions

The ACR annually sets a deadline for the submission of Council resolutions. This deadline is communicated to chapter officers, councilors and alternate councilors in several formats and several times during the year.

Resolutions must be submitted in writing to the ACR. They can be sent electronically, via fax or via post. Details for where to send resolutions can be found on the ACR Web site or by contacting the ACR Office of Chapter and Volunteer Development.

Preparing Resolutions for Submission

The ACR has a template for preparing a resolution for submission. This template is available on the ACR Web site.

Sources for Additional Information

- ACR Web site – www.acr.org
- ACR Office of Chapter and Volunteer Development
  - Phone – (800) 227-5463 ext. 4917
  - Email – chapters@acr.org