ARTICLE I. Name.

The name of this organization is the PHYSIOLOGICAL GENOMICS GROUP OF THE AMERICAN PHYSIOLOGICAL SOCIETY (APS); hereafter referred to as “Group”.

ARTICLE II. Purposes.

The purposes of this organization are:

1. To advise the APS on matters of interest to physiologists of the PG Group;

2. To assist the APS in organizing and presenting scientific sessions, symposia and other programs of interest to physiologists of the PG Group;

3. To nominate candidates for the editorship of *Physiological Genomics* to the APS Publications Committee as vacancies occur;

4. To promote the establishment of a Physiological Genomics Lecture.

ARTICLE III. Membership.

1. Membership with voting privileges is open to any member of the Society (student, affiliate, regular, emeritus) who wishes to be identified with the Group. This can be accomplished by use of the Web site for APS Members or by conveying this interest to a staff member of the APS Membership Office.

2. Voting members are those regular APS members, in good standing, who hold an affiliation with the Group.

ARTICLE IV. Governance

*Section 1: The Steering Committee and its Officers*

The governance of the Group and the direction of its activities shall be vested in the officers of the Steering Committee. The members of the Steering Committee shall be the: 1) Chair; 2)
Secretary; 3) Treasurer; 4) the Representative to the Joint Program Committee; 5) Award Committee; 6) Newsletter Editor; 7) Industry-Foundations Liaison Committee; 8) Trainee Advisory Committee; and 9) Group Science & Program Committee.

**Section 2: The Steering Committee and its Duties.**

Members of the Steering Committee shall serve a three year term with the provision of serving one additional three-year term. The Steering Committee will be responsible for conducting, supervising and coordinating activities associated with the Luncheon, Business Meeting, Joint Program Committee, Nominating and the Recognition Award.

**Section 3: Officers and their Duties**

**Chair.** The Chair is the responsible officer of the PG and shall call and lead the annual business meeting or meetings of the Steering Committee concerned with program, nominating or related functions. The Chair shall keep the Steering Committee fully informed of all significant business, and shall submit an annual report to the APS. The Chair shall review and approve the proposals recommended for the annual EB and APS conferences. The Chair shall serve as the Group Advisory Committee Representative. The Chair may appoint additional committees or designate individuals for related tasks that are necessary for the functions of the PG Group.

**General Secretary.** The Secretary shall aid the Chair in the PG-related activities. The Secretary shall keep, record and post the minutes of the Annual Business Meeting and those of the Steering Committee. In addition, the Secretary is to distribute, whenever appropriate, news items of interest to the membership. The Secretary shall lead the effort to expand and promote the Group membership. In the absence of the Chair at a given meeting, the Secretary will assume his or her responsibilities.

**Joint Program Committee Representative (JPCR).** The Representative is responsible for attending all meetings of the APS Joint Program Committee and for presenting the recommendations of the PG Steering Committee. In addition, the Representative is to aggressively seek program suggestions from the membership before making a recommendation to the Chair of the PG Steering Committee for approval.

**Treasurer.** The Treasurer shall handle the financial matters of the Group, including submission of budgets. The budget shall be formally approved by the Steering Committee and communicated to the APS. He/she shall periodically report the financial state of the Group to the Steering Committee and the Membership. The Treasurer shall organize the annual PG Dinner or luncheon. The Treasurer shall work with the Industry-Foundations Liaison Committee for fund-raising.

**Newsletter Editor.** The Newsletter Editor is to prepare, distribute, and post semi-annual Newsletters to the PG members. The Editor is responsible for maintaining timely information on the PG page of the American Physiological Society web site. The Editor shall work with the PG Secretary in preparing and distributing news items to the membership.
Awards Committee. This committee shall consist of a chair, co-chair and five members selected by the committee chair and co-chair. The committee chair and co-chair shall serve concurrent 2-yr terms, with the co-chair replacing the chair at the end of the term. The committee is responsible for overseeing all abstract-based awards administered by the Group, including but not limited to the Excellence in PG Research Awards. The committee shall maintain guidelines for these awards, as well as bearing the responsibility for selecting the award recipients.

Group Science & Program Committee. This committee shall consist of the JPCR as the chair, a co-chair and two appointed members. The primary function of the Group Program Committee is to ensure the scientific integrity of the annual APS PG meeting. The Committee is responsible for developing symposia and Featured Topics sessions sponsored by the Group at the annual APS PG meeting. The committee shall seek input from the Steering Committee and suggestions from the Group membership before making a recommendation to the Chair of the PG Steering Committee for approval.

Industry-Foundations and Liaison Committee (ILC). The ILC shall consist of a chair, co-chair and three members selected by the committee chair and co-chair. The ILC shall be composed of members from the PG group and scientists from industry and foundations. The mission of the ILC will be to promote interactions between academia and industry within the PG group and to raise fund for the Young Awards and the Group activities.

Trainee Advisory Committee. The responsibilities of the Trainee Advisory Committee are to address the concerns of PG trainees and encourage participation within the Group. Trainees are defined as graduate students and post-doctoral fellows or equivalent. The Trainee Advisory Committee shall consist of seven members comprised of graduate students, postdoctoral fellows, young investigators, and faculty from the PG group. The Chair of the Trainee Advisory Committee should be a faculty member who has a primary affiliation with the PG Group. The Trainee Advisory Committee will be working with other committees, such as the Awards and Programming Committees, on matters that concern PG trainee participation.

International Relation Committee (IRC). The responsibilities of the International Relation Committee are to promote participation of physiologists from other countries and encourage international collaboration. The IRC shall consist of three members comprised of two foreign physiologists. The chair of the IRC shall be a member of the PG group who is a non-US citizen and works in other countries.

ARTICLE V. Dues.

Dues shall not be assessed.

ARTICLE VI. Finances.
The APS shall maintain, under the management of the Steering Committee, an account of funds for the Group. Any funds solicited must be received by APS. Disbursement of funds will also be made by APS as directed by a designated member of the Steering Committee.

ARTICLE VII. Compliance.

Nothing in this Statement of Organization and Procedures shall be construed as contradictory to the Constitution and Bylaws or Operational Guide of the APS.

ARTICLE VIII. Meetings of the Group.

An annual business meeting of the Group shall be held at the Dinner during the APS meeting.

ARTICLE IV. Amendments.

1. The Steering Committee shall review the Statement of Organization and Procedures (SOP) every five-years. Amendments to this SOP can be initiated by the Steering Committee or by any voting member who submits a request in writing to the Steering Committee.

2. Amendments shall be instituted by ballot of the voting members. A simple majority of votes returned shall ratify the amendment.