



INTERNATIONAL ASSOCIATION OF BLOODSTAIN PATTERN ANALYSTS

BYLAWS

As Amended October 9, 2008

PREAMBLE

The objectives of the International Association of Bloodstain Pattern Analysts are to promote education and encourage research in the discipline of bloodstain pattern analysis. The Association shall encourage the study, improve the practice, elevate the standards, and advance the cause of this discipline by promoting the standardization of bloodstain pattern analysis, training, and reporting.

The Association is organized exclusively for educational, scientific, and charitable purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt under Section 501(c)(3) of the Internal Revenue Code, or under a corresponding section of any future federal tax code.

The purpose of these Bylaws is to provide rules for conducting the business of the International Association of Bloodstain Pattern Analysts.

ARTICLE I: Name and Organization

The name of this association is the "International Association of Bloodstain Pattern Analysts." Its acronym is "IABPA" and will hereafter be referred to in this document as "the Association." The Association is incorporated as a non-profit corporation in the state of Delaware. The Association's Executive Board shall select the location(s) of the administrative office.

ARTICLE II: Membership

Section 1: Eligibility

Membership in the Association shall be available only to individuals of professional competence, integrity, and good moral character. To be eligible for membership, an individual must meet at least one of the following requirements:

- A. Has an interest in bloodstain pattern analysis.
- B. Is actively engaged in the discipline of bloodstain pattern analysis.
- C. Has made a notable contribution to the discipline of bloodstain pattern analysis.
- D. Has advanced the cause of bloodstain pattern analysis in a notable manner.
- E. Is pursuing a career that includes in its purpose the attainment of B, C, or D.

Section 2: Classes of Membership

A. Associate Member

An Associate Member need not have completed an approved basic bloodstain pattern analysis course. The following apply to an Associate Membership:

1. Fees and dues: the application fee is the same as for a Provisional Membership. Annual membership dues are the same as for Provisional and Full Memberships.
2. Privileges:
 - a. May attend and participate in discussions at Business Meetings.
 - b. May not vote at Business Meetings.
 - c. May not hold office in the Association.
 - d. May attend and participate in Association meetings and social functions.
 - e. May not sponsor an applicant for membership.
 - f. May not chair committees, but may serve on committees.



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B. Provisional Member

A Provisional Member must have completed an approved basic bloodstain pattern analysis course and must meet the following requirements:

1. Has submitted an "Application for Membership" form and a certificate of completion of an approved basic bloodstain pattern analysis course to the Membership Committee Chair at least sixty days before the Business Meeting at which the membership could vote on the applicant.
2. Has passed a recommendation for acceptance of his or her application pursuant to Article II, Section 3.7.

The following apply to a Provisional Membership:

3. Fees and dues: the application fee is the same as for an Associate Membership. Annual membership dues are the same as for Associate and Full Memberships.
4. Privileges:
 - a. May attend and participate in discussions at Business Meetings.
 - b. May not vote at Business Meetings.
 - c. May not hold office in the Association.
 - d. May attend and participate in Association meetings and social functions.
 - e. May not sponsor an applicant for membership.
 - f. May not chair committees, but may serve on committees.

C. Full Member

At the time the revised Bylaws were adopted prior to June of 2001, members of the Association in good standing became Full Members. Thereafter, a Full Member must meet the following requirements:

1. Has been a Provisional Member for at least one year.
2. Has submitted a "Request for Promotion" form to the Membership Committee Chair at least sixty days before the Business Meeting at which the membership could vote on the applicant.
3. Has passed a recommendation for acceptance of his or her application pursuant to Article II, Section 3.7.

The following apply to a Full Membership:

4. Fees and dues: there is no application fee. Annual membership dues are the same as for Associate and Provisional Memberships.
5. Privileges:
 - a. May attend and participate in discussions at Business Meetings.
 - b. May vote at Business Meetings.
 - c. May hold office in the Association.
 - d. May attend and participate in Association meetings and social functions.
 - e. May sponsor an applicant for membership.
 - f. May chair and serve on committees.

D. Distinguished Member

A Distinguished Member meets the following requirements:

1. Meets at least one of the following criteria:
 - a. Has rendered significant service to the discipline of bloodstain pattern analysis.
 - b. Has rendered significant service to the Association.
 - c. Has achieved special qualifications in the discipline of bloodstain pattern analysis.
2. Has been nominated for Distinguished Membership. The nomination must meet the following requirements:
 - a. Submitted in writing by a Full or Distinguished Member in good standing.



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- b. Delivered to the President or the Membership Committee Chair at least sixty days before the Business Meeting at which the membership could vote on the nominee; the President or Chair shall then forward it to the Membership Committee.
- c. The Membership Committee's recommendation for acceptance of the nomination must be voted on at a Business Meeting. Passage of the recommendation shall be by a majority vote.
- d. Not more than one person may be invited to become a Distinguished Member in a calendar year.

The following apply to a Distinguished Membership:

3. Dues: membership dues are waived.
4. Privileges:
 - a. May attend and participate in discussions at Business Meetings.
 - b. May vote at Business Meetings.
 - c. May hold office in the Association.
 - d. May attend and participate in Association meetings and social functions.
 - e. May sponsor an applicant for membership.
 - f. May chair and serve on committees.
 - g. May hold this membership status for life.

Section 3: Application Process

- A. All requests for membership or promotion must be submitted on Association application forms.
 1. Applications must be mailed to the Membership Committee Chair.
 2. An application for Provisional Membership or for promotion to Full Membership must be submitted at least sixty days prior to a Business Meeting in order to be voted on at that meeting.
- B. An application for Associate Membership or Provisional Membership may be denied at the discretion of the Membership Committee and the Executive Board with no reason given. Such a denial is final and is not subject to appeal.
- C. An application for Associate Membership shall be evaluated and processed by the Membership Committee Chair.
 1. Evaluation criteria shall be:
 - a. The application must be complete.
 - b. The applicant must meet the requirements stated in Article II, Section 1.
 - c. The Membership Committee Chair shall re-classify the application as one for Provisional Membership, to be voted on at a Business Meeting, if the applicant submits proof to the Chair, within a year of the application's date of submission, of having attended an approved basic bloodstain pattern analysis course.
- D. The Membership Committee Chair shall forward a copy of an application for Provisional Membership or a request for promotion to Full Membership to a Vice President, preferably one presiding over the region in which the applicant resides. If that Vice President sponsored the applicant or trained the applicant in an approved basic bloodstain pattern analysis course, the Chair shall choose another Vice President to whom the Chair shall send the form instead.
- E. The Vice President shall do the following prior to the next Business Meeting at which the membership could vote on the applicant:
 1. Review applications based on the following criteria:
 - a. The application must be complete.



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- b. The applicant must meet the requirements stated in Article II, Section 1.
- c. The applicant must meet the minimum requirements of the membership class for which he or she applied, as defined in Article II, Section 2.
2. Contact the instructor of the approved basic bloodstain pattern analysis course for which the applicant submitted a certificate and verify the applicant attended the course.
3. Confirm that a Full or Distinguished Member is sponsoring the applicant.
4. Make every attempt to contact all listed references for promotion to Full Membership.
5. Give the Membership Committee Chair a complete report of the results of the review and a recommendation for or against acceptance of the application.
- F. The Membership Committee Chair shall tell the membership, prior to the next Business Meeting at which the membership could vote on the applicant, the name of each individual whose application a Vice President recommended for acceptance.
- G. A majority vote at a Business Meeting is required for a recommendation for acceptance of a member to pass.

Section 4: Censure, Suspension, or Expulsion of Members

Members may, for cause, be censured, suspended, or expelled from the Association pursuant to the following:

- A. Any member, by Executive Board action following an appeal period, may be liable to censure, suspension, or expulsion from the Association because of a violation of the Association's Code of Ethics (Article III).
- B. Any member who failed to pay his or her annual membership dues by the first day of March of the current fiscal year may be dropped from the roll of members by action of the Executive Board. Membership status may be reinstated by one of the following means:
 1. Former members may be reinstated with their original membership number only upon payment of all delinquent annual membership dues.
 2. Former members may be readmitted and shall be given a new membership number upon payment of the current fiscal year's membership dues. Original membership numbers shall not be applicable after a lapse of two years or more of non-payment of fees.

ARTICLE III: Code of Ethics

Section 1: The Code of Ethics

To promote the highest quality of professional and personal conduct of its members, the following constitutes the Code of Ethics, which shall be endorsed and adhered to by all members of the Association:

- A. Every member of the Association shall refrain from any material misrepresentation of his or her standing within the Association.
- B. Every member of the Association shall refrain from any material misrepresentation of education, training, or experience.
- C. Every member of the Association shall refrain from any material misrepresentation of data, upon which an expert opinion or conclusion is based. Data is defined as any fact or setting of facts, experimental results, research, texts, peer-reviewed papers, or other information presented to be true at the time a forensic opinion is rendered, which constitutes the basis for a forensic opinion in the discipline of bloodstain pattern analysis.
- D. Every member of the Association, when addressing a public body or forum, or giving sworn



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testimony either before a tribunal, grand jury, or in disposition, shall refrain from knowingly misrepresenting any material factual matter, or knowingly testifying falsely, or misrepresenting his or her qualifications, education, or experience. Nor shall such member present any exhibit or document in such proceedings that the member knows to be false, untrue, or erroneous.

Section 2: Guiding Principles

Separate and distinct from the Association's Code of Ethics, yet essential to the attainment of the highest quality of professionalism, the following are deemed to be guiding principles:

- A. Members should maintain their professionalism through competent programs of continuing education, training, liaison with other analysts, and, if possible, peer review of their interpretations by another voting member of the Association.
- B. Members should render technically correct statements in all written or oral reports, testimony, public addresses, and publications, and should avoid misleading or inaccurate claims.
- C. Members should be objective, acting in an impartial manner and doing nothing that would imply partisanship or any interest in a case beyond the proof of the facts and their correct interpretation.

Section 3: Member Liability

Any member whose professional or personal conduct becomes detrimental to the best interests and purposes of the Association shall be liable to censure, suspension, or expulsion by action of the Executive Board, following the appeal period or other actions as required. Investigative action may be initiated due to alleged violations under any of the following provisions of these Bylaws:

- A. Article II: misrepresentation of one or more of the criteria for membership in the Association.
- B. Article III: violation of any provision of the Code of Ethics.

Section 4: Investigative Body

The Ethics Committee is responsible for investigating alleged violations as describe in Article III, Section 3.

Section 5: Investigative Action

The following are the principle steps by which an investigation is conducted within the Association:

- A. Any member of the Association may submit in writing formal allegations of violations concerning another member to the President or to any Vice President for their consideration and review. The President shall be notified of the allegations and shall immediately forward the allegations to the Chairperson or acting Chairperson of the Ethics Committee for investigation. The Chairperson shall notify the accused of the allegations and investigation by telephone, on a professional level, followed by written notification. The accused may offer a defense to the Ethics Committee, with regard to the allegations, at any time during the investigation if he or she chooses to do so.
- B. The Ethics Committee may institute an inquiry based on any evidence brought to its attention that indicates the need for further query or positive action under the provisions of these Bylaws. Appropriate to this form of action, the Ethics Committee shall conduct a full investigation of the submitted allegations and upon completion of said investigation, shall submit, in writing to the Executive Board, their findings with any recommendations.



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- C. The Executive Board shall, upon receipt of the Ethics Committee report, review all investigations made by the Ethics Committee and, upon completion, vote on the findings. Upon a vote of three-fourths (75%) of the members of the Executive Board, the party accused of unethical or wrongful conduct may be censured, suspended, or expelled.
- Upon receipt of an Ethics Committee report, the President shall within ten days present the matter to the Executive Board for consideration. If the Executive Board deems that sufficient grounds exist to initiate proceedings against such member, the President shall thereupon send a copy of said charge or charges to the accused by certified mail, return receipt requested. The accused shall have thirty days from the date of receipt of such copy to answer the charge(s) in writing. If the accused member fails to file such written answer within the time prescribed, such failure shall constitute a waiver of the right on such charge or charges, and said accused member shall thereupon abide by the action and decision of the Executive Board in connection therewith, without the right of appeal.
- D. The accused has the right to appeal the action of the Executive Board to the members of the Association. In effecting an appeal, the appellant must file a brief typewritten notice of appeal, together with any typewritten statement he or she may wish to submit in his or her behalf, to the President not more than sixty days from the date of notification of the Executive Board's actions. The President shall immediately advise each member of the Executive Board of that appeal and shall forward to each a copy of the supporting papers submitted by the appellant. If the accused chooses to file a written answer, then, after due consideration of the evidence at hand, the Executive Board shall within sixty days arrive at a decision and notify in writing all persons concerned of said decision.
- E. At the discretion of the Executive Board, all allegations against the appellant shall be published, along with the investigation and the Executive Board's finding and vote, and mailed to all voting members of the Association, in order that all voting members shall have the opportunity to review the case and vote by ballot on said allegations. The votes shall be forwarded to the Secretary to be tallied. All votes must be returned to the Secretary within sixty days of the mailing.
- F. A vote of three-fourths (75%) of the voting membership must be obtained to reverse the finding of the Executive Board in regards to the censuring, suspension, or expulsion of a member. All of the above procedures shall be completed within a maximum of two calendar years.

ARTICLE IV: MEETINGS

Section 1: Annual Conference

The Executive Board shall select the time and place to hold the Annual Conference. The agenda shall include a scientific program and a Business Meeting.

A. Funding:

1. The host shall attempt to obtain full funding for the Annual Conference from registration fees, sponsors, vendors, and other sources.
2. The Treasurer, may advance funds to the host to assist in planning and organizing the Annual Conference.
3. Within sixty days from the end of the Annual Conference, the host shall:
 - a. Give the Treasurer a complete detailed financial accounting of the Annual Conference.
 - b. Repay advanced funds to the Treasurer to the extent that the Annual Conference proceeds allow.



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- c. Remit to the Treasurer any excess funds generated by the Annual Conference.
 4. If the Annual Conference results in a financial loss, the Treasurer shall pay the deficit from the Association accounts.
- B. Representation:
The host shall present all bids, proposals, and contracts to the Treasurer or the Treasurer's designee for review. Approved bids, proposals, and contracts shall be signed by the Treasurer or the Treasurer's designee.

Section 2: Business Meeting

A Business Meeting shall be on the agenda of the Annual Conference. Other Business Meetings may be called at the discretion of the Executive Board.

- A. A quorum to conduct a Business Meeting consists of ten percent of the voting members.
- B. No proxy votes shall be allowed.

Section 3: Executive Board Meeting

The President or a majority of Officers may call for an Executive Board Meeting by notifying the Secretary in ample time of the date, time, location, and purpose of the proposed meeting.

- A. A quorum to conduct an Executive Board Meeting consists of a majority of its Officers.
- B. A majority vote of the Officers present at an Executive Board meeting shall be required for an action of the Executive Board to pass, unless otherwise stated in the Bylaws. Each Officer shall have one vote. If the offices of Secretary and Treasurer are held by one person, that person shall have one vote. The President shall not vote except in the event of a tie, in which case the President shall cast the tie-breaking vote.

ARTICLE V: OFFICERS AND THE EXECUTIVE BOARD

Section 1: Officers

The following Officers shall serve on the Executive Board: President, Immediate Past President, Vice Presidents, Secretary, Treasurer, Historian, and Sergeant-at-Arms. The offices of Secretary and Treasurer may be held by one person who is in a permanent location.

- A. Nomination
Only Full and Distinguished Members in good standing may become Officers. Officers shall be nominated at the Business Meeting that is concurrent with the Annual Conference. The nomination shall be either a recommendation by the Executive Board or a motion from a voting member in attendance.
- B. Election
The election of Officers shall be by ballots that are mailed to all voting members in good standing. The ballots must be returned by mail to the Secretary and post-marked no later than December 31 of that year.
- C. Term of Office
The term of each office shall be one year, starting on the first of January immediately following the election.

Section 2: Duties of the Executive Board

- A. General management of the Association, including levying fees, dues, and other assessments.

Section 3: Duties of the President



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- A. Serve as the Chief Executive Officer.
- B. Preside over Executive Board Meetings and Business Meetings, fulfilling such duties as custom, as parliamentary usage, or as the Executive Board requires.
- C. Appoint members in good standing as committee members and chairs. Amend and discharge all committees, standing and special, except as otherwise stated in the Bylaws.

Section 4: Duties of the Immediate Past President

- A. Assist the President with his or her duties and be his or her advisor, as needed.
- B. Assume the Presidency in the event the office of the President becomes vacant.

Section 5: Duties of the Vice President

There shall be one Vice President from each region described below:

- Region 1: Pacific time zone, Hawaii, and Alaska
- Region 2: Mountain time zone
- Region 3: Central time zone
- Region 4: Eastern time zone and the maritime regions of Canada
- Region 5: Europe
- Region 6: Australia, New Zealand, and eastern Asia

The Vice Presidents shall be responsible for the following:

- A. Assist the President with his or her duties.
- B. Represent his or her region.
- C. Assume tasks assigned to the Vice President by the President.
- D. Serve on the Membership Committee pursuant to Article II, Section 3.

Section 6: Duties of the Secretary

- A. Record and store records and minutes of Business Meetings and Executive Board Meetings.
- B. Read the minutes of the last Business Meeting at each Business Meeting.
- C. Maintain a current membership roster and give quarterly updates to the Editor of the *IABPA News*.
- D. Chair the Membership Committee and process membership applications pursuant to Article II.
- E. Notify Officers of the date, time, location, and purpose of Executive Board meetings.
- F. Assume tasks assigned to the Secretary by the President.
- G. Maintain all records and memorabilia concerning the daily business activities of the Association.

Section 7: Duties of the Treasurer

- A. Receive all moneys due to the Association and keep accurate records of all monetary transactions.
- B. Maintain Association accounts and sign checks on behalf of the Association.
- C. Present current financial statements at Executive Board meetings and Business Meetings.
- D. Assume tasks assigned to the Treasurer by the President.
- E. Perform duties as described in Article IV, Section 1.

Section 8: Duties of the Historian

- A. Maintain records and memorabilia of the Association, as well as other documentation appropriate to the office.



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Section 9: Duties of the Sergeant-at-Arms

- A. Maintain control and security at the Business Meeting.
- B. Assume tasks assigned to the Sergeant-at-Arms by the President.

Section 10: Vacancy in Office

- A. In the event of a vacancy in the office of the President, the Immediate Past President shall serve as President for the remainder of the term.
- B. Any vacancy in office, except that of the President, shall be filled by the President for the remainder of the term or until the President appoints a voting member in good standing to fill the position for the remainder of the term.

Section 11: Remuneration

No Officer shall directly or indirectly receive any salary or compensation for his or her service as an Officer.

Section 12: Access to Association Records

- A. Association archives, files, books, and records held by any member of the Association shall be open at all times to inspection and examination by Officers.
- B. Upon vacating office for any reason, the past Officer shall turn over all archives, files, books, and records to his or her successor or to an Executive Board designee if a successor has not yet been appointed.

ARTICLE VI: STANDING COMMITTEES

A. Education Committee

The Education Committee shall consist of at least three voting members in good standing. Committee responsibilities are as follows:

1. Promote education and training in bloodstain pattern analysis.
2. Define the minimum standards, guidelines, and criteria of an approved basic bloodstain pattern analysis course.
3. Address any membership matters that the President or the Executive Board deem necessary and appropriate.

B. Ethics Committee

The Ethics Committee shall consist of at least three voting members in good standing. Committee responsibilities are as follows:

1. Investigate allegations of misconduct of any member of the Association pursuant to Article III.
2. Order retroactive investigations and, as necessary, serve as a hearing agency concerning any member's past or present conduct that may be a violation of Article III.
3. Act as an advisory body, rendering opinions on the ramifications of contemplated actions by any member with respect to Article III.

C. Membership Committee

The Membership Committee Chair shall be the Secretary. Committee members shall be the Vice Presidents. Committee responsibilities are as follows:

1. Process applications pursuant to Article II.
2. Address any membership matters that the President or the Executive Board deem necessary and appropriate.



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D. Publication Committee

The Publication Committee Chair shall be the Editor of the Association's newsletter, *IABPA News*. Subject to approval by the Executive Board, the Editor may select members in good standing to serve on the committee. The Editor may print the Editor's viewpoint in a column within the newsletter. Committee responsibilities are as follows:

1. Produce the *IABPA News*.
2. Committee members assist the Editor.

ARTICLE VII: FUNDS AND EXPENDITURES

Section 1: Income and Expenditures

Funds for Association meeting expenses are to be obtained from annual dues, application fees, the Annual Conference registration fees, sponsors, and vendors; assessments; voluntary contributions; and such income as may come to the Association through the collective efforts of its membership. All dues, fees, and assessments must be in United States currency. No member of the Association has the authority to represent the Association in verbal or signed contracts without Executive Board approval, unless otherwise stated in the Bylaws. All disbursements shall be made by the Treasurer.

Section 2: Fiscal Year

The Association's fiscal year is from January 1 through December 31.

ARTICLE VIII: AMENDMENTS

Section 1: Notice and Vote

Any part of the Bylaws may be amended by a three-fourths (75%) vote at any Business Meeting that is attended by a majority of the Executive Board. Notification of the proposed amendments must be made to all voting members at least sixty days in advance of the Business Meeting.

Section 2: Adoption

Amendments become effective immediately upon approval pursuant to Article VIII, Section 1.

RATIFIED: October 9, 2008

AMENDMENTS:

- The dates of amendments prior to October, 2001 are unavailable.
- October, 2001
- October 7, 2005
- October 9, 2008