

AECVP Mission Constitution and By-Laws

24 September 2016

AECVP Mission

The Association for European Cardiovascular pathology (AECVP) was founded in 2001, as continuation of European School of Cardiovascular Pathology (1995) and is affiliated to the European Society of Pathology.

AECVP is instrumental in coordinating many aspects of cardiovascular pathology in Europe, such as quality control studies, platform for research collaborations and puts much emphasis in postgraduate education programs with several European Societies dealing with cardiovascular science. The aim is to deepen the knowledge in the field of cardiovascular anatomy and pathology, ranging from acquired to congenital heart diseases, from physiopathology to basic and experimental cardiology, with translation from the bench to bedside and to cultivate the history of cardiovascular disease.

Members profile: pathologists/trainees, cardiologists/cardiac surgeons, radiologists, geneticists and forensic pathologists with interest in cardiac morphology/pathology and researchers in the field of cardiovascular pathology.

AECVP is companion society of:

- European Society of Pathology (ESP): AECVP provides the cardiovascular program at the annual meetings of the ESP
- European Society of Cardiology (ESC): AECVP is member of the Basic Cardiovascular Science Council and in charge of annual hands-on demonstration sessions of cardiac pathology specimens
- European Association for Cardio-Thoracic Surgery (EACTS)
- Association for European Paediatric Cardiology (AEPC)

Constitution

Article I - Name

The name of the organization is **Association for European Cardiovascular Pathology**, hereafter to be referred to as "Association".

Article II - Purposes

The existence of the Association aims exclusively at educational and scientific promotion of the study of cardiovascular pathology and clinical correlates.

Article III - Membership

Membership in the Association is open to both pathologists and other individuals engaged in activities relating to the purposes previously stated.

Article IV - Officers and Executive Committee

Officers of the Association shall be President, Vice-President (President-elect), Immediate Past-President and Secretary-Treasurer. The officers will act as Executive Committee.

Article V - Council

The Council of the Association shall consist of the Officers and 7 other members, named Councilors: the President, the President-Elect, the Immediate Past-President, the Secretary-Treasurer, and 9 Councilors

Article VI - Affiliation

The Association is affiliated to and acts under the auspices of the European Society of Pathology

Article VII - By-laws

The constitution of the Association and its rules shall be carried out according to the by-laws.

Article VIII - Amendments

The constitution may be amended by a simple majority of the members present at the business meeting of the Association, provided that a quorum is present and that notice of such proposed change be given to the membership by mail at least 30 days prior to that meeting.

Article IX - Adoption

The constitution of the Association for European Cardiovascular Pathology shall take effect upon its adoption at the annual business meeting to be held in Amsterdam, The Netherlands, October 7-9, 1999.

By-Laws

Article 1 - Purposes

The purpose of the Association is to foster in Europe the education, research **and translation** in cardiovascular pathology **and clinical correlates**, to stimulate cooperation and exchange of scientific information among European pathologists and between pathologists and other biomedical scientists, to provide a forum for reporting and discussing results of scientific investigations, to sponsor collaborative research, to develop uniform methods, definitions and diagnostic criteria, **to foster clinico-pathologic correlates in cardiovascular medicine**, to facilitate development and exchange of teaching material for undergraduate, graduate, PhD and continuing medical education, to delineate Cardiovascular Pathology as a distinctive discipline of Pathology in Europe.

Article 2 – Membership

Type of membership

There are 4 types of membership: regular, trainee, honorary, and emeritus.

- ❖ Regular members are qualified pathologists, together with scientists and clinicians who are not pathologists but who declare interest to the field of cardiovascular **pathology**. They are eligible to vote, to hold office and to serve on Committees of the Association.
- ❖ Trainee members are those individuals who are currently in a training or Ph.D. program. They may not vote or hold office, but may apply for regular membership at the change of their professional status.
- ❖ Honorary members are individuals who have been Presidents of the Association **and those who received the Achievement Award of the Association**.

Nomination, Election and Resignation

Candidates for membership may be proposed by any regular members in good standing. The credentials of the candidate shall be reviewed by the Membership Committee which makes appropriate recommendations to the Council. The Council shall elect to membership those individuals judged to have met the criteria. The election shall be conducted at the meeting of the Council, just prior to the annual business meeting.

Resignation from the Association should be submitted in writing to the Secretary-Treasurer.

Dues

Membership dues are established or changed only by recommendation of the Council and confirmation by simple majority vote of the regular members present at the annual business meeting. Failure to pay annual dues for a period of 2 years shall cause forfeiture of membership.

Reinstatement will be made upon payment of dues. Fee is waived for trainees, honorary members, and emeritus members.

Article 3 – Meetings

Regular Meetings

Regular meetings shall include educational, scientific and business sessions and shall be held at least once a year and may be held during the Biennial meeting or during the Congress of the European Society of Pathology.

Special Meetings

Additional business or scientific meetings of the Association may be called at any time by the Executive Committee or by petition from one-third of regular members in good standing.

Notification

Any notices of educational, scientific, business or special meetings of the Association shall be distributed by mail, fax or electronic communication to each member in good standing not less than 30 days prior to the designated time of meeting.

Program

The program of the annual meeting will be determined by the Council, on the basis of proposals of the **Educational Councillor**. Special meetings shall be determined in consultation with the officially designated hosts of such meetings.

Business Meeting

Business meeting of the Association shall be held at each yearly regular meeting. Attendance will be limited to members in good standing. Only regular members shall be eligible to vote.

Quorum

The presence of at least **20** regular members in good standing shall constitute a Quorum and shall be necessary to transact business. A simple majority vote of the regular members present will prevail in all matters.

Article 4 - Officers, Executive Committee, Council and Standing Committees

Officers

- ❖ *Election of Officers.* Regular members in good standing are eligible for executive office. Nominees shall be elected at a secret ballot by a simple majority vote of regular members present at the annual business meeting. In addition to those proposed by the Nominating Committee, candidates may be nominated and seconded from the floor during the annual business meeting by any regular member in good standing. The

President and Vice-President shall be elected for a term of 2 years, and may not immediately succeed themselves. The term of the Past-President will expire within 2 years. The Secretary-Treasurer shall hold office for a maximum of two successive **4 year terms**. Vacancies of offices, other than the Presidency, shall be filled by Presidential appointment.

- ❖ *Duties of Officers.* The President shall preside over regular business meetings and will chair the Executive Committee and the Council. The President shall appoint and charge all individuals and committees as specified in the by-laws. The President shall be responsible for the organization of the agenda for the Executive Committee, Council and for the annual business meeting. The President shall be an ex officio member of all Standing Committees, as well as all ad hoc committees. The Secretary-Treasurer shall be responsible for any and all communications with members of the Association in addition to the other duties usually pertaining to that office. The Secretary-Treasurer shall keep minutes of the meetings of the Executive Committee, Council and the general business meetings. These minutes shall be subject to approval by the President within not more than 30 days following such meetings and by the Council at the next Council meeting. The Secretary-Treasurer shall be responsible for all receipts and disbursement of monies in the manner usually pertaining to that office. He shall keep such records as will be subject to audit by the Council at its annual meeting. The Vice-President shall assist the President and the Secretary-Treasurer in the conduct of the business of the Association. The Vice-President shall succeed the President upon expiration of the presidential term. Whenever the President, for any reason, is unable to serve in office for an entire term, the Vice-President shall automatically succeed the President, complete the term, and then serve an additional single term of office. The Past-President shall be Chairman of the Nominating Committee.

Executive Committee

The business affairs of the Association shall be administered by the Executive Committee with the President acting as its chairperson. Operating decisions of the Executive Committee will implement the established policy of the Council and may be made on the basis of meetings, telephonic, electronic, or mail communication. The Executive Committee shall meet at least once per year.

The Council

- ❖ *Duties.* It shall be the duty of the Council to establish the policies upon which the business of the Association is based. Such policies shall be consistent with the stated purposes of the Association. The duties of Council shall include election of new members, ratification of all contractual arrangements made by officers, overview of financial affairs and ratification of annual reports of all standing councilors.

- ❖ *Meetings.* The Council shall meet at least once per year and as often as necessary, at the call of the President. At least one of these meetings shall be held immediately prior to the annual general business meeting.
- ❖ *Election and Vacancies.* Nine Councilors shall be elected by a majority vote of regular members at a secret ballot taken at the annual business meeting. Nominees shall be regular members in good standing. The Councilors shall be elected for a term of three years. Councilors can succeed themselves in office once. Vacancies shall be filled for the unexpired portion of the term by Presidential appointment. For the first election of the new council, three councilors shall be elected for one year, three councilor for two years and three councilors for three years. After the first election they can succeed for a term of three years only once.
- ❖ *Quorum.* Seven (7) Council members shall constitute a Quorum. A simple majority of the participants will prevail in all matters, except as otherwise stated. The president shall hold the casting vote.

Standing Position

The following shall be Standing Positions: the Membership Positions, the Nominating Positions, the Educational Positions, the Constitution and By-laws Positions and the Award Positions. Other *ad hoc* Positions may be approved and charged by the President with the approval of the Council. The President shall appoint the Councilor of each standing Position (among the councilors) with the advice and consent of the Council. Each standing Councilor shall be required to submit a written report of activities and recommendations to the Secretary-Treasurer for transmission to Council prior to the annual business meeting.

The duties of the standing Councilors shall be as follows:

- ❖ *Membership Councilor.* The Councilor shall be responsible for the design of an application procedure and form to be approved by Council, for the evaluation of the credentials of candidates, and for correspondence with candidates and their sponsors regarding completion of the application procedure. The Councilor shall be responsible for timely submission of the list of candidates to the Secretary with their professional addresses, institutional affiliation, type of membership applied for, areas of special interest, and a recommendation to Council for approval or disapproval. The application procedure shall, in all instances, be initiated through the office of the Secretary-Treasurer.
- ❖ *Nominating Councilor.* This Councilor shall solicit the membership for suggestions at least 6 months prior to the next election. Prospective nominees shall be consulted regarding duties and their willingness to serve prior to announcement of candidacy. The Nominating Councilor shall submit a list of nominees (prior to the termination of

applicable length of term) for the following offices through the Secretary-Treasurer to Council at least 3 months prior to the annual meeting: Councilors, President (if president elect is unable to serve), Vice-President and Secretary-Treasurer.

- ❖ *Educational* Councilor. The Councilor will arrange a program of continuous education. The Councilor, on behalf of the Council, will establish connections and collaborations with other scientific Societies operating in the field of Cardiovascular Medicine. The Education Councilor will be in charge of the program proposal of the Annual Meeting, to be submitted to the Council for discussion and approval.
- ❖ *Constitution and By-laws* Councilor. The Councilor will review annually the Constitution and by-laws, provide interpretations and make recommendations as deemed necessary for modification thereof. It will serve as arbiter of any constitutional questions that arise at the annual business meeting.
- ❖ *Award* Councilor. The Councilor is in charge of the proposal of the Biennial Achievement Award Recipient, following a call for candidates among the Council, and selecting Awardees among young members (<40 years old) presenting oral or poster presentation at the Biennial Meeting together with the President and the Local Organizer/s.

Article 5 - Financial Matters

Fiscal calendar

All fiscal affairs shall be reckoned according to the year beginning January first and ending December thirty-first. Yearly membership fees are due January first.

Authority to compensate

No officer of the Association shall receive compensation for services as such. The Executive Committee may authorize or ratify the payment, to any officer, of expenses incurred on behalf of the Association in any capacity deemed necessary or advisable and in the best interest of the Association.

Financial report

A report to the membership on the financial state of the Association for the past year shall be made by the Secretary-Treasurer after the records have been audited by the Council or its representative.

Article 6 - Affiliation

The Council is empowered, subject to approval of the membership at a regular business meeting, to affiliate with organizations other than the European Society of Pathology.

Article 7 - Amendments

The by-laws may be amended at the business meeting of the Association by a simple majority of the members present or by a majority of those responding to a mail ballot providing the requirements for a quorum are met, and providing that notice of such proposed change been given to the membership by mail at least 30 days prior to the mail poll or to the business meeting.

Article 8 - Adoption

These by-laws shall be considered as adopted concurrent with the adoption of the Constitution under Article IX thereof.