

AECVP Mission Constitution and By-Laws

Last updated 17.09.2021 in Cambridge

AECVP Mission

The Association for European Cardiovascular pathology (AECVP) was founded in 2001, as continuation of European School of Cardiovascular Pathology (1995) and is officially registered in Padua (Italy).

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 on 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.

Member 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)
- European Society of Cardiology (ESC)

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 of the Association is open to both pathologists and other individuals engaged in activities relating to the purposes stipulated in article II.

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 Executive committee and 9 additional members, named Councilors.

Article VI - Affiliation

The Association is affiliated to 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 takes effect upon its adoption at the annual business meeting 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. Honorary members who also qualify as a regular member are eligible to vote, to hold office and to serve on Committees of the Association
- ❖ Emeritus members are those who have retired from their institutional duties and who held a regular membership for at least 3 years. Emeritus membership can be obtained only upon written request from the applicant and at the discretion of the council only. They are not eligible to vote and dues shall be waived

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 councilor who 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. The fee is waived for trainees 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 of the Association or during the annual 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 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 Councilor. 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 Councilor, 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 3 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 standing positions 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 Secretary-Treasurer shall support the executive committee in administrative matters including any and all communications with members of the Association, and 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/she shall keep records that are subject to audit by the Council at its annual meeting. In addition, the Secretary-Treasurer shall uphold the legal requirements of running the Association. The Vice-President and immediate Past President shall assist the President and the Secretary-Treasurer in the conduct of their business affairs. 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.

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.* Councilors shall be elected by a majority vote of regular members at a 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 (3) years. Councilors can succeed themselves in office once for another term of 3 years. Vacancies shall be filled for the unexpired portion of the term by Presidential appointment. For the first election of councilors, 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 Position, the Nominating Position, the Educational Position, the Constitution and By-laws Position and the Award Position. 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. Standing Positions will be evaluated every year for continuation. If a standing councilor is elected to another position, the vacancy will be filled in by concurrent appointment among the councilors. Each standing Councilor shall be required to submit a written report of activities and recommendations to the Secretary-Treasurer for transmission to Council 2 weeks 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 AECVP and ESP Scientific Meetings, 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. He/she 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 regular members of the Association. Second, the Councilor chairs a committee (including also the President, Educational Councilor and Local Organizer) in charge for selection of Awardees among the young members (<40 years old) of oral or poster presentations at the Biennial meetings.

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.