

The Irish Institute of Clinical Measurement Science

OBJECTIVES, CONSTITUTION AND RULES

1. Title:

The Institute shall be called The Irish Institute of Clinical Measurement Science

2. Objectives:

To support and promote the profession of Clinical Measurement Science.

3. Constitution and Rules:

Members of the Institute may come from varying backgrounds and disciplines but all should be committed to promoting excellence in the field of clinical measurement science.

The Institute shall consist of the following members:

(a) **ORDINARY MEMBERS:** These members shall be all persons whose primary skill is in clinical measurement investigations including those persons who have proceeded to a supervisory and/or educational role.

Ordinary membership shall allow the member to hold office on the Executive Committee and to vote.

(b) **ASSOCIATE MEMBERS:** These members shall be all interested parties who do not actively participate in clinical measurement investigations.

Associate membership shall not allow the member to hold office on the Executive Committee, nor to vote, but will otherwise allow the member to enjoy the same rights and privileges as ordinary members.

(c) **STUDENT MEMBERSHIP:** These members shall be all persons engaged in a related training course in clinical measurement science.

Student membership shall not allow the member to hold office on the Executive Committee, nor to vote, but will otherwise allow the member to enjoy the same rights and privileges as ordinary members.

(d) **HONORARY MEMBERS:** These members shall be persons whom the Committee select in recognition of that person's contribution and support to the institute.

Honorary membership shall not allow the member to hold office on the Executive Committee, nor to vote, but will otherwise allow the member to enjoy the same rights and privileges as Ordinary Members.

To maintain the prestigious character of this membership, the number of Honorary Members will be limited.

Any controversy over membership eligibility shall be decided by the Executive Committee, and its decision shall be final.

4. Officers of the Executive Committee:

The following Officers shall be appointed to the Executive Committee of the Institute together with other such Officers as the Committee shall determine, from time-to-time: -

- (a) A PAST CHAIRPERSON who shall be the outgoing Chairperson to act in an advisory capacity for one year, in order to aid the continuity of the Committee.
- (b) A CHAIRPERSON who shall be the outgoing Vice-Chairperson and who shall hold office for one year.
- (c) A VICE-CHAIRPERSON who shall be elected to the Committee by the ordinary members at the AGM. The Executive Committee shall then elect the Vice-Chair from amongst themselves, to hold office for one year.
- (d) A SECRETARY who shall be elected to the Committee by the ordinary members at the AGM. The Executive Committee shall then elect the Secretary from amongst themselves, to hold office for one year.
- (e) A TREASURER shall be elected to the Committee by the ordinary members at the AGM. The Executive Committee shall then elect the Treasurer from amongst themselves, to hold office for two years.
- (f) A MEMBERSHIP SECRETARY shall be elected to the Committee by the ordinary members at the AGM. The Executive Committee shall then elect the Membership Secretary from amongst themselves to hold office for one year.
- (g) AN EDUCATIONAL OFFICER shall be elected to the Committee by the ordinary members at the AGM. The Executive Committee shall then elect the Educational Officer from amongst themselves to hold office for one year.

5. The Executive Committee:

The Executive Committee shall be composed of the Past-Chairperson, the Chairperson, the Vice-Chairperson, the Secretary, the Treasurer, the Membership Secretary and the Educational Officer, to be elected annually by the ordinary members by a postal vote and announced at the AGM. Members should be representative of all five disciplines of Clinical Measurement Science.

No member shall be permitted to stand for election for more than two consecutive posts on the Executive Committee, without one year's absence from the Committee unless no other person comes forward for election.

Following termination of office of the first appointed members of the Executive Committee, members subsequently appointed shall hold office for the period commencing at the date of the AGM.

The Executive Committee may nominate a member of the Institute to fill a casual vacancy on the Committee and such a member shall hold office only for the unexpired

term of office of the member in whose place he is nominated, but such a member shall (if duly qualified) be eligible for re-appointment for an immediate further term.

There should be a quorum of four members of the Executive Committee to hold a meeting.

6. Expulsion:

The Committee shall have the power to expel a member when, in its opinion, it would not be in the interests of the Society for that person to remain a member. A member shall not be expelled unless he is given a written declaration of the complaint against him and 21 days written notice to attend a meeting of the Committee at which he will be given the opportunity to answer the complaint against him. A member shall not be expelled unless at least two-thirds of the Committee then present, vote in favour of his expulsion. In the event of a tied vote, the Past Chairperson's vote will be forfeited.

7. Subscriptions:

Members (other than Honorary Members) shall pay an annual subscription of such a sum as may from time-to-time be fixed at the AGM of the Institute. The subscription shall be paid to the Treasurer on joining the Institute and subsequently on the 1st of January each year. Any member whose subscription lapses for more than four months shall forfeit membership, but will be eligible for reapplication.

8. Finances:

All monies payable to the Institute shall be received by the Treasurer and deposited in a bank account in the name of the Institute. No sum shall be drawn from that account except by cheque signed by two of the signatories, who shall be the Chairperson and the Treasurer. Any monies not required for the immediate use may be invested in secure deposits as the Committee in their discretion see fit.

The income and assets of the Institute shall be applied only in furtherance of the objectives of the Institute.

The Executive Committee shall have the power to authorise the payment of remuneration and expenses to any member or employee of the Institute and to any other person(s) for services rendered to the Institute.

The financial transactions of the Institute shall be recorded in a proper set of books kept by the Treasurer. An audited set of accounts shall be placed before the Executive Committee not later than three months after the end of the financial year.

9. Meeting for Members:

The Institute shall hold an Annual General Meeting at which subjects on the Agenda and the annual accounts shall be presented and discussed. Officers and members of the Executive Committee shall be elected as necessary for the respective periods of office.

Members are entitled to receive at least 14 days notice of an AGM or an EGM and at least seven days notice of the agenda for that meeting. In the case of an EGM the notice calling the meeting should also include a statement of the subjects or motions to be discussed. No subjects or motions other than those stated in the notice calling the meeting shall be discussed. Ten ordinary members of like mind are required to call an extraordinary meeting of the Institute.

Ordinary resolution at an AGM shall be adopted by a simple majority of those present and voting. Following discussion, the meeting may resolve that any resolution before it shall be decided by a postal ballot of all the members. In this case the resolution shall be circulated to the members together with a summary of the discussion behind it.

10 . Postal Ballots.

A postal ballot may be called for by the Executive Committee, the Annual General Meeting or by an Extraordinary General Meeting. The resolution to be voted upon must be accompanied by an explanation of its purpose and effects. The period between circulation of the ballot and the closing date for votes shall be not less than forty days. The resolution shall be carried by a simple majority or the postal votes cast unless it is a resolution to change the Constitution or to dissolve the Society, in which case a majority of two thirds and three quarters of the members is required respectively. The result of a postal ballot shall be circulated to the members not later than fourteen days after the closing date for votes. Any resolution which has been carried shall become effective when so reported.

11. Amendments to the Constitution:

No addition or amendment of this constitution shall be effective until approved by not less than two-thirds of the members by a postal vote.

12. Dissolution of the Institute:

The Institute may be dissolved by resolution by not less than three-quarters of the ordinary members by a postal vote.

The dissolution shall take effect from the date of the resolution and members of the Executive Committee shall be responsible for the winding up of the assets and liabilities of the Institute. A statement of disposal of surplus assets and/or monies to a suitable charity will be circulated to members.