

**CONSTITUTION OF THE
WORLD FEDERATION OF NEURORADIOLOGICAL SOCIETIES (WFNRS)**

ARTICLE I. NAME

The World Federation of Neuroradiological Societies (hereinafter the Federation) shall be composed of Neuroradiological Societies, Colleges, Academies, and Neuroscience associations throughout the world, but not of individual persons.

ARTICLE II. PURPOSE

1. OBJECTIVES

The purpose of the Federation shall be to advance neuroradiology and to represent neuroradiology worldwide by, but not limited to:

- A. Establishment and maintenance of cooperation between neuroradiological organizations;
- B. Direction and enhancement of the prominent and effective position of neuroradiology within radiology and the neurosciences;
- C. Exchange and dissemination of knowledge, ideas and recognized terminology in the field of neuroradiology;
- D. Development of the highest possible standards of neuroradiology facilities and practice;
- E. Recommendation and encouragement of, and direct involvement in, standards of education, training, and research in neuroradiology and with its allied sciences; and
- F. Support of scientific symposia and meetings.

2. SYMPOSIUM NEURORADIOLOGICUM

The holding of a periodic "Symposium Neuroradiologicum" (hereinafter the Symposium), that is open to all member and allied neuroscience organizations and upholds the highest scientific ideals, shall be a major activity of the Federation.

3. OTHER ACTIVITIES

The Federation may engage in other activities whenever such activities are appropriate towards the fulfillment of its purposes.

ARTICLE III. MEMBERS AND AFFILIATE MEMBERS

- 1. The Federation shall be composed of the following types of Member and Affiliate Member organizations, each of which shall be represented by a delegate or alternate delegates as provided under Article II.5 of the Bylaws.**

A. Members

- 1) Continental organizations of duly constituted neuroradiological societies from Africa, Asia, Australasia, Europe, North America and South America;
- 2) Duly constituted national neuroradiological societies; and
- 3) Associated neuroscience societies, the majority of whose members are neuroradiologists.

B. Affiliate Members

Neuroscience and radiological organizations without a majority of neuroradiologists as members may be Affiliate Members of the Federation.

C. Organizations may apply to become Members or Affiliate Members of the Federation as provided by the Bylaws of the Federation.

ARTICLE IV. OFFICERS

The officers should be experienced neuroradiologists. As much as possible, all continents should be represented.

1. THE FEDERATION

There shall be the following officers of the Federation:

- A. President
- B. Vice President and President-Elect
- C. Secretary General
- D. Treasurer
- E. Members at Large (3)

2. QUALIFICATIONS, ELECTIONS, DUTIES OF OFFICERS

All officers of the Federation and the Symposium shall be neuroradiologists and from a member organization or as may be otherwise provided in the Bylaws of the Federation. The election, terms, duties, functions, authorities and responsibilities of officers of the Federation and the Symposium are described in the Bylaws, Article II.

ARTICLE V. GOVERNING COUNCIL AND COMMITTEES

There shall be a Governing Council and an Executive Committee. Standing and ad hoc committees of the Federation may be established. The type, number, composition, method of election, appointment of committee members, terms of service, authorities, responsibilities and duties of The Governing Council, all Committees of the Governing Council, and of the Executive Committee shall be as provided for within the Bylaws of the Federation. SEE BYLAWS ARTICLES II AND III.

1. THE EXECUTIVE COMMITTEE

A. The Executive Committee of the Federation shall be composed of the Officers of the Federation, and the:

- 1) Immediate Past President of the Federation;
- 2) President of the most recent Symposium; and
- 3) President-Elect of the next Symposium.

B. The Executive Committee shall be empowered to act for the Federation and the Governing Council on all matters, except amendment of the Constitution or Bylaws, in the interim between meetings of the Governing Council.

2. THE GOVERNING COUNCIL

The Governing Council shall be composed of all the Officers of the Federation, all Delegates from Full Member Societies and Affiliate Member Societies and all Alternate Delegates.

ARTICLE VI. RULES OF ORDER, LANGUAGE

1. RULES OF ORDER

The meetings of the Governing Council of the Federation shall be conducted in accordance with Robert's Rules of Order last revised. Issues concerning rules of order or procedures that are not specifically stated or covered and written in this Constitution, or in the Bylaws of the Federation, shall be resolved in accordance with Rules of Order as provided in the Federation Bylaws.

2. LANGUAGE OF THE FEDERATION AND SYMPOSIUM

The language of the Federation and the Symposium shall be English.

ARTICLE VII. AMENDMENTS

1. THE CONSTITUTION

The procedure for amendments to the Constitution are described in Bylaws, Article V and require a two-thirds (2/3) majority of the Governing Council members voting.

2. BY LAWS

There shall be a separate, written set of Bylaws of the Federation to supplement the Constitution and to facilitate operations of the Federation and Symposium.

3. PRESENTATION OF AMENDMENTS

Rules for presentation of amendments to the Constitution and Bylaws are described in the Bylaws, Article V.

BY-LAWS OF WORLD FEDERATION OF NEURORADIOLOGICAL SOCIETIES (WENRS)

ARTICLE I. MEMBER SOCIETIES AND AFFILIATE MEMBERS

SEE CONSTITUTION ARTICLE III

1. ELECTION OF MEMBERS

International and National organizations may be elected as Members of the Federation by a two-thirds (2/3) affirmative vote of the members of the Governing Council, voting. The Executive Committee shall act as a Membership Committee and will establish application forms and criteria for membership. Applications for membership shall contain:

- A. A statement of educational, scientific and research activities for the neuroradiologists of a defined geographic area;
- B. A copy of the constitution or articles of incorporation of the organization;
- C. The most recent list of the names and addresses of all officers and members; and
- D. A summary of the most recent Annual General Meeting of the organization and a description of its scientific programs, journals, etc.

All applications when completed shall be reviewed by the Executive Committee which shall make recommendations to the Governing Council for approval at its next meeting.

ARTICLE II. OFFICERS, QUALIFICATIONS, ELECTION, TERMS AND DUTIES

1. OFFICERS

SEE CONSTITUTION, ARTICLE IV

2. GENERAL QUALIFICATIONS OF OFFICERS

SEE CONSTITUTION ARTICLE IV.2

3. ELECTION OF OFFICERS

The Vice-President and President Elect, Secretary General, and Treasurer of the Federation shall be elected from among the candidates slated by the Nominating Committee by an affirmative, majority vote of the members of the Governing Council voting during a Symposium. On the first ballot, delegates and officers not present may vote by absentee ballot. Should the first ballot not result in a majority, a runoff ballot between the two candidates with the highest number of votes will be undertaken immediately with only those members of the Council who are present eligible to vote.

The President of the Federation may not be re-elected to this position. The President of the Symposium, while serving in that capacity, may not hold other office in the Federation.

Those elected as Members-at-Large will be the three candidates receiving the greatest number of votes. The President of the next Symposium shall be elected by majority vote from among the candidates presented by the Nominating Committee. In addition to Council delegates, each Past President of the Symposium will have one vote.

The President of the Federation shall invite nominations for the sponsorship (individual or organization) of the Symposium from the Presidents of the Member societies. Letters of

nomination should be submitted to the Chair of the Nominating Committee six months prior to the Symposium and should include the Nominee's proposals for venues, dates and financial and organizational support. A Member Society may only nominate one individual. The balloting to select the Symposium President shall be convened by the President of the Federation during the Symposium. Those eligible to vote and not present may vote on the first ballot by absentee ballot. Should the first ballot not result in a majority, a runoff ballot between the two candidates with the highest number of votes will be undertaken immediately among those present who are eligible to vote.

4. TERMS AND DUTIES OF OFFICERS

A. Officers of the Federation

1) President

The President shall serve as the Chair of the Executive Committee and the Governing Council and shall be an ex-officio member of all committees of the Federation with the exception of the Nominating Committee. The President shall exercise the usual authority and assume the responsibilities similar to that of the President of a scientific society. The President may appoint Special (ad hoc) Committees and the President with approval of the Executive Committee shall be empowered to fill any vacancy which may arise in the officers of the Federation, the Symposium and their committees if not otherwise provided in these Bylaws.

2) Vice-President

The Vice President, who shall also be the President-Elect, shall assume the duties of the President if the President is absent or, for any reason, is unable to fulfill the duties of the office.

3) Secretary General

The Secretary General shall be an ex-officio member of all committees of the Federation except for the Nominating Committee. The Secretary General shall assume the usual duties and responsibilities of a Secretary General of a scientific society and those duties relating to the Federation itself, the Governing Council and the Executive Committee. The Secretary General shall be responsible for the day-to-day activities of the Federation.

4) Treasurer

The Treasurer shall assume the duties and responsibilities common to this office. The Treasurer shall perform those duties typically related to dues and other monies received by the Federation and expend such funds of the Federation in accordance with the policies and approval of the Executive Committee and the Governing Council. The Treasurer shall provide the Executive Committee with an operating statement of the Federation and balance sheet at each meeting of the Governing Council. The Treasurer shall supply to the Finance and Audit Committee copies of treasury records prior to the meeting of the Symposium.

5) Members at Large, three (3)

The members at large should represent the international nature of the Federation.

All elected officers shall serve from the close of the Symposium at which they were elected until the end of the next Symposium. This term should be at least four (4) years.

B. Officers of the Symposium

The President of the Symposium shall be responsible for selecting and appointing all officers of the Symposium.

All Symposium officers shall be neuroradiologists and belong to a Member society of the Federation. Officers shall serve in office from the close of the Symposium at which they were elected to the end of the Symposium for which they were elected, to manage its affairs until they are concluded and all financial matters settled.

1) President of the Symposium

a. Duties

The President of the Symposium shall be an ex-officio member of all committees of the Symposium and shall be a member of the Executive Committee of the Federation. The President of the Symposium shall exercise the usual duties and responsibilities of a President of a scientific congress. The President of the Symposium shall appoint all Special (ad hoc) committees of the Symposium as are necessary to carry out its functions; and will Chair its Scientific Program Committee. The President of the Symposium shall appoint the officers of the Symposium and these appointments shall be ratified by the Executive Committee of the Federation.

The President of the Symposium shall propose the site and date of the Symposium for ratification by the Governing Council.

The President and Officers of the Symposium will be responsible for the high standard of the scientific contents of the Symposium, its scope and duration, and shall respect the principles, customs and traditions of past Symposia. The prime objective of the Symposia up to the time of creation of these Bylaws was the presentation and discussion of research in neuroradiology.

5. GOVERNING COUNCIL COMPOSITION (OFFICERS AND DELEGATES, ALTERNATE DELEGATES, OBSERVERS), TERMS, MEETINGS AND DUTIES

A. Delegates

- 1) The Governing Council shall be composed of all of the officers of the Federation and all of the delegates from each continental, national or other full Member society and alternate delegates from each society.**
- 2) Full member societies shall be represented on the Governing Council by one (1) delegate.**
- 3) Each delegate or alternate delegate must be a neuroradiologist and an active member of the society or organization which the delegate represents.**
- 4) No delegate may represent more than one continental organization or member society.**
- 5) Only officers and delegates of Full Member societies shall have the right each to a single vote.**

6) A quorum of the Governing Council shall consist of one-fifth (1/5) or more of its voting members, present or by written proxy.

B. Alternate Delegates and Delegates of Affiliate Member societies

Member society shall appoint or elect one (1) and no more than two (2) alternate delegates for each voting delegate. An alternate delegate may attend meetings of the Council, but may participate in all actions required by their prime delegate, only if this delegate is not present.

Delegates from Affiliate Member societies may attend meetings of the Governing Council, but may not vote.

C. Terms

1) All delegates and alternate delegates shall be appointed or elected by their respective societies. Their names shall be requested by the Secretary General two (2) months prior to the Governing Council meeting that is held in conjunction with the Symposium. The Executive Committee shall approve the lists of names.

2) All delegates shall assume office at the end of the last meeting of the Governing Council held at each Symposium. They shall continue in office for one (1) term, usually four (4) years to include the meetings of the Governing Council that are held at the succeeding Symposium.

3) Delegates and alternate delegates may be reappointed at the pleasure of the parent organization.

4) The Governing Council shall meet just prior to each Symposium, and, if possible, again on at least one occasion during the Symposium and, if possible, between Symposia and at such other times, as the Executive Committee shall designate.

5) The Governing Council shall serve as the governing body of the Federation and the Symposium, and elect all officers of the Federation.

6. VACANCIES

If one or more of the officers of the Federation or Symposium is unable to continue to fulfill the duties of office, the Federation President with approval of the Executive Committee, may declare that a vacancy exists in that office and fill that vacancy.

**ARTICLE III. COMMITTEES, COMMISSIONS, COMPOSITION, ELECTIONS,
APPOINTMENTS, MEETINGS, TERMS, AND DUTIES.**

In addition to the Governing Council (described in Article II above) there shall be an Executive Committee, Finance and Audit Committee, and Nominating Committee as described below plus other Special (ad hoc) Committees as appointed by the President of the Federation and approved by the Executive Committee.

Members of Committees shall be appointed for a period of time at the pleasure of the President, and members of a committee may be re-appointed for no more than one additional term. Their Chair may continue for another period, usually four (4) years as an ex-officio member of a committee to provide understanding and continuity. Members of the Nominating Committee shall not serve beyond a single term.

1. Governing Council

SEE BY-LAWS ARTICLE II

2. Executive Committee

SEE CONSTITUTION ARTICLE IV SECTION 1

A. Duties

- 1) **The Executive Committee shall act for the Federation and its Governing Council in all matters in the interim between meetings of the Governing Council, except to amend the Constitution or Bylaws. At least four (4) affirmative votes shall be required to take action. The President shall vote if necessary. Meetings and deliberations of the Executive Committee may be conducted through remote communications, e.g., conference call, telephone, facsimile, electronic mail or suitable technology.**
- 2) **The Executive Committee shall give a report of its actions and recommendations for ratification and/or consideration at the next Governing Council Meeting.**
- 3) **The Executive Committee shall have the power to terminate the membership of a member society after proper notice and for just cause, after such recommendation has been made by the Executive Committee to the Governing Council and then approved by the Governing Council by two-thirds (2/3) vote of the members, voting at a regular meeting.**
- 4) **The Executive Committee shall determine the dues to be charged to Member and Affiliate Member societies. The dues shall be paid to the Federation once each year collectively by each Society on behalf of its active members in a common currency as determined by the Executive Committee.**

3. Finance and Audit Committee

A. Composition

The Finance and Audit Committee shall be composed of the Treasurer of the Federation, the President of the Federation, the Vice President of the Federation, the Secretary General of the Federation, and other members appointed by the President. The President of the Federation, with approval from the Executive Committee, shall appoint a chair from its members.

B. Duties

The Finance and Audit Committee shall recommend appropriate action to the Executive Committee on any financial matters.

4. Nominating Committee

A. Composition

The Nominating Committee shall be composed of nine (9) members. Eight members shall be appointed by the President with approval of the Executive Committee and shall then serve one four (4) year term. The previous Chair of the Committee may be invited to serve as an ex-officio member for purposes of guidance. Insofar as is practical and possible, all broad geographical areas should be considered. There should be one (1) member from each continental area of:

- 1) **Africa**

- 2) Asia
- 3) Australasia
- 4) South America and two (2) each from:
- 5) Europe
- 6) North America.

The President, with the approval of the Executive Committee, shall appoint the Chair of the Nominating Committee. A quorum of the Nominating Committee shall be at least five (5) members voting. Each member shall have the right to one (1) vote. Once the Committee has been appointed, the Committee may transact its future business at meetings or by remote means such as mail, telephone, fax or e-mail.

B. Duties

- 1) Seven (7) months prior to the Symposium, the Chair of the Committee shall write to the President of each Member Society and request that they submit the names of individuals they wish to nominate for the offices of:
 - a. Vice-President and President –Elect
 - b. Secretary General
 - c. Treasurer
 - d. Member at Large
 - e. Member at Large
 - f. Member at Large

Member societies of the Federation through their delegates to the Governing Council may nominate and submit to the Nominating Committee for its consideration, the names of the individuals they would like to be considered for one or another of the offices of the Federation. They may submit only one name for each office. These must be submitted to the Nominating Committee in writing at least six (6) months before the next Symposium at which they are to be considered by the Governing Council. Nominating letters should include a statement signed by each of the nominees indicating their willingness to serve.

The Nominating Committee shall collect the nominating letters and verify their authenticity and the willingness of candidates to serve if elected. A candidate may be nominated for only a single office. The Committee shall prepare alphabetical lists of all valid nominees for each of the offices of Vice President, Secretary General, and Treasurer followed by the names of the societies which nominated them. An individual may be nominated for a particular office by more than one member society. All valid nominees shall constitute the slates for these three offices to be submitted for voting on by the Council.

The Nominating Committee shall prepare a second slate of no more than ten names chosen from those nominated for the position of Member-at-Large. This slate should reflect broad geographic diversity. These names shall constitute the slate for the positions of the three Members-at-Large.

No member of the Nominating Committee may be nominated for any office. The Nominating Committee will submit the slates to the Executive Committee four (4) months before the Symposium at which they are to be considered. The Executive Committee shall submit the lists of nominees to members of the Governing Council at least three (3) months before the Symposium.

ARTICLE IV. RULES OF ORDER AND OFFICIAL LANGUAGE

1. Rules of Order
SEE CONSTITUTION, ARTICLE VI

2. Language of the Federation and Symposium
SEE CONSTITUTION, ARTICLE VI

ARTICLE V. AMENDMENTS

Amendments to and changes of the Constitution and Bylaws of the Federation

Suggestions for amendments and changes to the Constitution and Bylaws may be made in writing by any voting member of the Council to the Chair of the Executive Committee for its review and recommendation to the Governing Council. Amendments and changes to the Constitution and Bylaws may be made at any meeting of the Governing Council on the affirmative vote of two-thirds (2/3) of members voting provided that written notice of the proposed changes are submitted to all Members of the Governing Council by the Executive Committee at least 60 days prior to the meeting at which they are to be considered.

As approved by the
WFNRS COUNCIL
on September 8, 2014
Istanbul, Turkey