

CONSTITUTION AND
BY-LAWS
OF THE
SECTION ON BRAIN AND SPINAL TUMORS
OF THE
CONGRESS OF NEUROLOGICAL SURGEONS

CNS Malignancies
Immunobiology
Radiotherapy

In these by-laws the sponsoring organization, "the Congress of Neurological Surgeons" may be referred to by its initials C.N.S.

PREAMBLE

Name: The name of the organization shall be the Section on Brain and Spinal Tumors of the Congress of Neurological Surgeons.

Purpose: The purpose of the Section shall be:

- A. To provide a forum for education and research on tumors of the central nervous system with a focus on nonsurgically curable lesions of the brain and spinal cord.
- B. To coordinate activities and programs relating to tumors for the CNS and other societies, committees and agencies.
- C. To represent the CNS, at its discretion, at any organization or group on matters relating to tumors.
- D. To advise the CNS of activities which relate to central nervous system tumors by other individuals, groups and/or agencies.

ARTICLE I: Officers and Executive Committee

Section 1: The officers of the Section shall consist of a Chairman, Chairman-Elect and Secretary-Treasurer.

Section 2: The Chairman shall serve a term of two years and may not serve more than two consecutive terms.

Section 3: The Secretary-Treasurer shall serve a three year term and may not serve more than two consecutive terms.

Section 4: The Chairman shall preside at all meetings of the Section and the Executive Committee and shall appoint members to all committees.

Section 5: The Secretary-Treasurer shall keep an accurate record of the proceedings of the meetings of the Section and the Executive Committee and shall conduct all correspondence for the Section. He shall collect all dues and assessments from the members, keep a correct record of the collections and disbursements of the funds, pay all financial obligations of the Section from its funds and preside at meetings when the Chairman is absent.

Section 6: The Executive Committee shall consist of three officers, the immediate past Chairman and two Members at Large.

Section 7: The Executive Committee

- A. Shall supervise and effect an efficient management of the Section.
- B. Shall review applications for membership and recommend, challenge or reject the applications.
- C. Shall report annually, or when requested to do so, to the C.N.S. on all activities of the Section.

Section 8: Election of Officers to the Executive Committee

The Nominating Committee shall mail a list of nominees to the active members within the first 15 days of January each year. No more than two individuals may be nominated for each office. Only those ballots received from the active members by March 15 will be counted. A person shall be considered elected if he or she receives a simple majority of the votes cast.

ARTICLE II: Membership

Section 1: Active members of the Section shall be active members of the C.N.S. who have demonstrated a special interest in tumors of the central nervous system. Only active members may hold office and vote.

Section 2: Honorary membership may be granted to certain individuals in accordance with the by-laws of the CNS.

Section 3: Application for Membership should be made in writing to the Secretary of the section. These shall be reviewed by the Membership Committee of the Section and presented to the membership at the first meeting occurring 90 days or more after receipt of the application. Election shall occur by a simple majority of those active members voting.

Section 4: Dues and assessments shall be determined by majority vote of the active members at the meeting following mailed recommendations by the Executive Committee to the members. Honorary members are exempt from dues.

Section 5: Termination of Membership

- A. Membership shall terminate if any member ceases to be a member of the C.N.S.
- B. Membership shall terminate if dues be delinquent by more than one year and no response is received within 30 days following a reminder.
- C. Membership shall terminate upon receipt by the Secretary of a letter of resignation.

Section 6: Adjunct membership may be granted to Individuals who are not members of the CNS but who by reason of special knowledge or expertise may wish to contribute to the effectiveness of the group. Each adjunct member must be sponsored by two active members and must be approved by a simple majority of active members voting at a meeting and must be approved by the Executive Committee of the C.N.S.

ARTICLE III

Section 1: The Standing Committees of the Section shall be as follows:

A. Program Committee

Shall serve to coordinate and assist in selecting scientific papers and developing programs for the meetings of the Section.

B. Newsletter Committee

Will prepare the Newsletter and disseminate news of the activities of the Section to all members as directed by the Executive Committee.

C. Research Committee

Shall survey neurosurgical and other programs which provide research opportunities available to residents and fellows for speciality training in the field of central nervous system tumors. The Committee will review the findings of clinical trials in the treatment of such tumors and provide a summary of ~~significant advances~~ for the membership.

ARTICLE IV: Meetings

Section 1: Meetings shall be held at least once yearly, during the annual meeting of the C.N.S. Additional meetings may be held at the discretion of the Executive Committee of the Section.

Section 2: Quorum

For the transaction of business, a quorum of members must be present, said quorum consisting of 30 percent or more of the active membership.

Section 3: Mail Ballot

Actions that require a vote of the membership before the annual meeting or which require a vote when a quorum is not present at the annual meeting may be conducted by mail. Such an item may be sent to the active members for a mail vote, after approval of the Executive Committee. The ballots will be counted no earlier than sixty (60) days after they are sent to the members. Unless otherwise specified in the By-Laws a mail vote shall be determined by a simple majority of those who cast votes.

Section 4: Procedure

All meetings will be conducted according to Robert's Rules of Parliamentary Procedure.

ARTICLE V: Amendments

Section 1: New or revised By-Laws may be proposed by any active member if the proposed change or addition is mailed to the Secretary-Treasurer at least 120 days before the annual meeting. It shall be sent to the active members ninety (90) days before the next meeting of the Section for a vote by mail. Only those ballots returned on or before the meeting shall be counted. A change in the By-Laws shall require a two-thirds majority vote.

D. Publication Committee

Will advise, manage and coordinate the policy, activities and financial affairs of all publications of the Section. It will provide an abstract service for NEUROSURGERY, by which it will review significant published reports in the field of neuro-oncology.

E. Membership Committee

Will solicit and receive applications for membership and will present eligible candidates to the Executive Committee prior to their being voted upon by the Section.

F. Nominating Committee

Will present candidates for office every two years to the Executive Committee, who shall decide on a slate of officers to be recommended to the Section. Nominations from the floor may also be presented for balloting.

G. By-Laws Committee

Will annually review the By-Laws of the Section and suggest changes to the Executive Committee for recommendation to the membership.

H. Award Committee

To determine the winner of the residents award to be presented at the annual C.N.S. meeting and the possibility of special awards to persons who have made outstanding contributions in the field of neuro-oncology.

Section 2: A majority of each committee shall constitute a quorum.

Section 3: Terms of office for Committee members shall begin and end with the last day of the Annual Meeting of the C.N.S.