

Bylaws

Eastern Carolina Chapter of the Society for Neuroscience

Section I: Name

The name of this organization shall be the Eastern Carolina Chapter of the Society for Neuroscience (ECCSfN).

Section II: Purpose

The purpose of ECCSfN shall be a) to advance the understanding of the nervous system, and the integral role it plays in determining behavior and cognition, b) promote interdisciplinary discussion and research collaboration among scientists and clinicians from diverse backgrounds, c) promote and advance education in the neurosciences; and d) to inform the general public of the results and implications of current research and clinical findings in neuroscience.

Section III: Membership

Part 1. Regular Membership: Regular membership in ECCSfN shall be open to any person holding an advanced degree(s), residing in the State of North Carolina, who is interested in the nervous system. In special cases, persons not holding advanced degrees may be eligible for Regular Membership in ECCSfN if approved by a majority vote of the Council. Membership in the Chapter is lifetime.

Membership in the Chapter does not qualify for automatic membership in the national Society for Neuroscience (SfN). Members of SfN are considered eligible for membership in ECCSfN but must still apply for Chapter membership through ECCSfN.

Part 2. Student Membership: Student membership in ECCSfN shall be open to any person studying for undergraduate or graduate degrees and sponsored by a Regular Member. Membership in the Chapter is lifetime. Student members have voting rights but cannot hold a position as Council Officer (President, Vice President, Secretary, or Treasurer).

Part 3. Affiliate Membership: Individuals and organizations that have an interest in neuroscience can become Affiliate Members with the approval of the Council. Affiliate Members cannot vote or become Officers or Councilors of the Chapter.

Part 4. Partner Membership: Partner Memberships are customarily coupled to material support of the Chapter and its activities through a variety of mechanisms. Partners will be acknowledged at chapter-sponsored events and activities and on the ECCSfN website. Material support includes but is not restricted to:

- Financial support of chapter events
- Financial support of a lecture by a national and internationally recognized basic and/or clinical neuroscientist
- Financial support of faculty research programs, postdoctoral trainees, and graduate or medical students

Part 5. Dues and Assessments

Council shall set annual dues and special assessments for the members of the Chapter according to the needs of the Chapter.

Section IV: Officers

Eligibility to Hold Office: Only Regular members and active student members of the Chapter are eligible to hold office in the Chapter and to represent it in the affairs of the Society for Neuroscience.

Part 1. President

The President shall

- Be elected by the chapter membership
- Be the chief executive of the Chapter
- Preside at Council meetings and Business Meetings of the Chapter
- Be responsible for executing policies determined by Council
- Act as spokesperson for the Chapter
- See that all orders and resolutions of the Council are carried into effect
- Serve as Chairperson of the Nominating Committee

Part 2. Vice President (also President-Elect)

The Vice President (President-Elect) shall

- Be elected by the chapter membership
- Succeed the President at the termination of his/her term of office or in the event of the resignation of the President whereupon the Vice President will serve out the remaining presidential term, and the term to which he/she was originally elected
- Preside at Council meetings in the President's absence or as designated by the President
- Be responsible for any other duties assigned by the President

Part 3. Secretary

The Secretary shall

- Be elected by the chapter membership
- Be responsible for recording and the distribution of the minutes of all meetings of the chapter and Council
- Dissemination of information concerning chapter business
- Be responsible for reviewing, approving, and maintaining membership applications; a full Council review may be called upon the Secretary's request for any application(s) that requires more thorough review and Council approval such as for Affiliate and Partner memberships

Part 4. Treasurer

The Treasurer shall

- Be elected by the chapter membership
- Be responsible for all moneys and valuable effects in the name and to the credit

of the Chapter

- Be responsible for full and accurate accounting of receipts and disbursements belonging to the Chapter
- Have discretion over the submission of grants, request for donations, and collection of other monies or materials that benefit the Chapter
- Have signatory powers related to the accounting and disbursement of Chapter funds as may be directed by the President
- Render to the President and Council at its regular meetings or when Council so requires, an account of the financial transactions and status of the Chapter
- Be responsible for any other duties assigned by the President

Part 5. Immediate Past-President

The Immediate Past President shall at the end of his/her presidential term may preside in the Council

- Preside at Council meetings in the President's and Vice President's absence or as designated by those individuals
- Be responsible for any other duties assigned by the President

Section V: Council

Part 1. Composition of the Council

Chapter affairs shall be conducted through a Council consisting of, the President, Vice President, Immediate Past-President, Secretary, Treasurer, and a minimum of three (3) Councilors elected by the Chapter membership composed of:

- At least one (1) Regular member
- At least two (2) Student Members; eligibility is based on having at least two years remaining prior to completion of degree at time of nomination

Part 2. Election and Succession of Council Members

The Officers (Secretary, Treasurer) and Councilors shall be elected for a two-year term and may be re-elected for no more than 2 additional terms in succession. The President may serve more than one term but not successively. A Council term is based on a fiscal year (FY) that starts on the 1st day of July and ending on the 30th day of the following June. The Council will serve as the Nominating Committee (NC); candidates may also be proposed via email or in writing by the members of the Chapter.

Part 3. Nomination of Councilors

A slate of Regular and Student Member candidates for Councilor positions shall be prepared by the Nominating Committee (NC). Additional candidates for Councilor may be nominated by email to the President by Regular and Student Members.

Part 4. Voting

Councilors shall be elected by a simple majority vote by Regular and Student Members. The ballot and voting mechanism will be executed using any current technology or method at the time.

Part 5. Resignations

In the event of a resignation from an Officer or Councilor, a special election shall be called to fill the vacated position. The NC shall take over the responsibility of steering the special election.

Section VI. Meetings and Quorum

Part 1. Annual Business Meeting

The Council shall hold an annual business meeting at a place and time designated by the Council.

Part 2. Special Meetings

A special business meeting may be called at any time by the President, or in case of his/her absence or disability, by the Council, or at the request of at least ten (10) Regular members. A notice specifying the purpose of such a meeting shall be emailed to each member at least ten (10) days previously thereto.

Part 4. Quorum

a. Regular Council and Business Meetings: A quorum shall consist of at least three (3) officers and two (2) Council members. b. Special Meetings: A quorum shall consist of at least 51% of the Council membership and not less than ten (10) regular members outside the Council. In the absence of a quorum at any type of meeting, any number of attendees shall be sufficient to move adjournment to a fixed date.

Section VII: Committees

Part 1. Standing Committees

Part 2. Ad hoc Committees: Ad hoc Committees may be constructed as necessary for the proper operation of the Chapter and shall be established by the President and ratified by the Council.

Section VIII. Revisions or Amendments to Bylaws

A proposed revision or amendment to the Bylaws must be submitted in writing to the President who will furnish all members of the Chapter with copies of the proposed amendment before regular, special, or business meetings at which the amendment is to be discussed. The revision or amendment will be adopted if it receives an affirmative vote by 2/3 of the Council.

Section IX. Fiscal Year

The fiscal year of the Chapter shall be the East Carolina University fiscal year commencing on the 1st day of July and ending on the 30th day of the following June.

Section X. Dissolution of the Chapter

The Eastern Carolina Chapter of the Society for Neuroscience shall be dissolved after a maximum period of one (1) year immediately following such time as it may have fewer than ten (10) Regular Members. Upon dissolution of the Chapter any remaining assets shall be conveyed to a registered charitable organization decided by the majority vote of the remaining members.