

BYLAWS
OF
THE SOCIETY OF UNIVERSITY NEUROSURGEONS, INC

ARTICLE 1

NAME AND OBJECT

- Section 1.** This organization shall be known as “The Society of University Neurosurgeons, Incorporated”.
- Section 2.** The objectives of this Society shall be: to promote scientific and social discourse among its members, to encourage investigative work in the neurological sciences, to improve teaching methods and techniques in neurological surgery, and to inspire its members to acquire humanistic ideals and to achieve clinical excellence in the practice of medicine.
- Section 3.** No part of the income or property of this Society shall inure to the benefit of any individual.

ARTICLE II

MEMBERSHIP QUALIFICATIONS

- Section 1.** The membership of the Society shall be divided into five classifications.
- (a) Active
 - (b) Senior
 - (c) Corresponding
 - (d) Honorary
 - (e) Inactive
- A member shall be elected as provided in Article V- CANDIDATES FOR MEMBERSHIP
- Section 2.** Classification of Membership

- (a) **ACTIVE.** Active members shall be neurological surgeons who have been certified by the American Board of Neurological Surgery, Inc., or are certificants of The Royal College of Physicians and Surgeons (Neurosurgery) of Canada and who are engaged in the practice of Neurological Surgery.
- (b) **SENIOR.** An Active member may, upon request to and approval of the Executive Council, transfer to Senior membership upon attaining the age of sixty (60) years or upon retirement from practice of neurological surgery. Senior members may not vote or hold office but may serve on Committees; and are not required to pay dues or regularly attend annual meetings.
- (c) **CORRESPONDING.** Corresponding members shall be individuals who reside outside of North America, chosen because of their devotion and contribution to neurological sciences as well as their interest in the Society. They shall not exceed fifteen percent of the Active membership at the time of election. They shall pay an initiation fee and reduced annual dues to be determined by the Executive Council. They are not required to attend annual meetings. They shall not vote or hold office but may serve on Committees.
- (d) **HONORARY.** Honorary members shall be chosen as recognized leaders in the field of neurological sciences. They shall not exceed five in number. They shall not be required to pay dues or attend annual meetings. They shall not vote or hold office but may serve on Committees.
- (e) **INACTIVE.** Inactive members shall be former Active members who by virtue of illness or other reasons can no longer maintain Active membership and are not eligible for any other classification of membership. An Active member may, upon request to and approval of the Executive Council, transfer to Inactive status. An Inactive member may be restored to Active status by request to and approval of the Executive Council. Inactive members shall not vote, hold office or serve on Committees. They shall not be required to pay dues or attend annual meetings.

Section 3. Qualifications for Membership.

The Membership Committee shall be cognizant of the objectives of the Society and shall recommend for membership individuals who are affiliated with a medical school or outstanding clinic. If an Active member ceases to comply with the membership requirements as provided in Section 2(a), he/she must resign from the Society or be transferred to a different membership classification. Individual exception to this rule requires recommendation by the Executive Council and approval by majority vote of the Active membership.

Section 4. Limitation of Membership:

The number of Active members in the Society may be limited upon recommendation of The Executive Council and approval by a majority vote of the Active membership. Honorary members shall not exceed five in number at any time.

ARTICLE III

OFFICERS

Section 1. The officers of the Society shall be President, President Elect, Vice-President, and Secretary/Treasurer. The Executive Council shall be composed of the officers, one Active Member-at-Large appointed by the President, and the Immediate Past-President of the Society.

Section 2. The Nominating Committee shall present a slate of proposed officers to be elected for the succeeding year at each annual meeting. Active members present at the meeting may make additional nominations. Election of officers shall be by ballot; the member receiving the largest number of votes cast for that office shall be elected. Officers so elected shall take office at the close of that annual meeting.

Section 3. Vacancy of an office shall be filled by an appointee of the Executive Council.

Section 4. The President shall serve for a term of one (1) year. He/She shall preside at all meetings and decide all questions of order, appoint committees and cast the deciding vote in ties.

- Section 5.** The President Elect shall be elected at each annual meeting. He/She shall become President of the Society at the close of the subsequent annual meeting.
- Section 6.** The Vice-President shall assist the President. He/She shall preside at functions and meetings in the absence of the President.
- Section 7.** The Secretary/Treasurer shall serve for a term of at least two (2) years but not more than three (3) years. The Executive Council shall determine at which year the election for Secretary/Treasurer will be held. He/She shall keep records of attendance and minutes of each meeting, read all correspondence to the Society, handle all notices and correspondence of the Society. He/She shall account for the finances of the Society, collect dues and notify members of delinquent standing. He/She shall receive all applications for membership or guest attendance and forward this information to the Membership Committee at least one month prior to the annual meeting.
- Section 8:** The Executive Council shall be the governing body of the Society and have charge of activities of the Society not otherwise provided in these Bylaws. The Executive Council shall work in close coordination with the Membership Committee concerning the proposal of candidates for membership in the Society.
- Section 9:** The Historian of the Society shall maintain and update the Society of University yearbooks, which should document the scientific and social programs of the yearly meeting.

ARTICLE IV

MEETINGS

- Section 1.** The Society shall meet annually in the Spring or Early Summer at a site determined by the Future Sites Committee

- Section 2.** The annual meeting shall be a three day scientific program preceded or followed by a weekend as determined by the Program Committee. The scientific presentations shall be balanced between clinical and investigative topics.
- Section 3.** The Chairman of the Program Committee shall serve as Host for the annual meeting, assisted by his/her Committee and will be responsible for arrangements of both social and scientific activities during the meeting.
- Section 4.** Robert's Rules of Order (Revised) shall govern the conduct of the business meetings of the Society and the duties of its officers. The order of business shall consist of a roll call, reading of minutes, reading of correspondences, old business, new business, election of new members, reports of committees, the Secretary/Treasurer's report, election of officers, appointment of committees, and adjournment.
- Section 5.** Members of any class shall be assessed a pro rata share of the expenses of the annual meetings which they attend.

ARTICLE V

CANDIDATES FOR MEMBERSHIP

- Section 1.** Candidates for membership shall have the qualifications as provided in Articles 1,2, & 3.
- Section 2.** No candidate shall be elected to Active membership who has not attended at least one annual meeting as a guest.
- Section 3.** Each candidate shall be nominated in writing to the Secretary/Treasurer at least two (2) months prior to the next annual meeting. The nomination shall include the candidate's curriculum vitae and a statement of his/her present academic and professional status. The completed proposal for membership shall be forwarded to the Membership Committee for consideration. The Membership Committee shall present to the Executive Council their recommendations for new members. On approval of the Executive Council, candidates shall be proposed to the Active Membership for written secret ballot at the annual meeting of the Society. Election of a member requires affirmative vote of three-fourths (3/4) of the Active members present and voting at the annual meeting.

Section 4. The Membership Committee shall present no more than five (5) candidates for Active membership each year with no requirement of a minimal number to be presented.

Section 5. The Secretary/Treasurer shall notify each candidate elected to membership not earlier than two (2) weeks following the date of his/her election and collect a membership initiation and certificate fee, the amount to be determined each year by the Executive Council.

Section 6. A candidate who has failed to be elected may be reconsidered at subsequent annual meeting upon written request of three (3) Active members to the Executive Council.

ARTICLE VI

DUES

Section 1. All Active members of the Society shall be assessed annual dues, the amount to be determined each year by the Executive Council.

Section 2. Dues are payable in advance for the succeeding year at the time of or immediately following the annual meeting, at the discretion of the Secretary/Treasurer.

ARTICLE VII

STATUS OF MEMBERS

Section 1. All members shall be in good standing when abiding by the Bylaws of the Society.

Section 2. An Active member shall be suspended when dues or assessments have not been paid for the previous two (2) years. If he/she fails to attend two (2) consecutive annual meetings and does not present an excuse acceptable to the Executive Council, a warning letter will be sent. If an active member fails to attend three consecutive meetings, then his/her membership will be terminated.

Section 3. A member may be suspended or dropped from any class of membership in the Society by an affirmative vote of three-fourths (3/4) of the Active membership.

ARTICLE VIII

COMMITTEES

- Section 1.** The Society may have standing and adhoc committees as determined by the President and the Executive Council. There shall be at least four standing committees: Membership Committee, Nominating Committee, Future Sites Committee and Program Committee.
- Section 2.** The Membership Committee shall be composed of three (3) members, one to be elected at large each year to serve a term of three (3) years. The senior member of the Committee shall serve as Chairman. This Committee shall review nominations for new members and present the applications of the most worthy and desirable candidates to the Executive Council. The names of the candidates approved by the Executive Council shall be submitted to a vote by the Active membership at the next annual meeting of the Society.
- Section 3.** The Executive Council shall serve as the Nominating Committee, with the Immediate Past-President of the Society as Chairman.
- Section 4.** The President taking office at the close of the annual meeting shall appoint the Program Committee each year. The Chairman of the Committee shall be the Host for the next annual meeting. The Program Committee may invite guests to complement the scientific program of the meeting
- Section 5.** The Future Sites Committee shall be composed of three (3) members, one to be elected at large each year to serve a term of three (3) years. The senior member of the Committee shall serve as Chairman. This Committee shall recommend the site of future meetings, at least three years in advance.

ARTICLE IX

GUESTS

- Section 1.** The Society shall encourage the presence of guests at its annual meeting.
- Section 2.** Certain invited guests of the Society shall not pay a registration fee or be charged for a share of the group expenses of the meeting. Such guests shall include: individuals invited by the Program Committee to give a scientific presentation, candidates proposed for Active membership invited under special circumstances by the membership Committee, other individuals approved by the Executive Council.
- Section 3.** Individual guests to the annual meeting may be invited by members. The member shall notify the Secretary/Treasurer of the name and address of his/her proposed guest, and the Secretary/Treasurer shall officially invite the guest to the meeting. The inviting member shall be responsible for the guest's behavior, expenses of registration and participation in all scientific and social activities.

ARTICLE X

AMENDMENTS

- Section 1.** Amendments to these Bylaws may be made by a proposal in writing from a member of the Executive Council at any time. The amendment shall be voted on at the subsequent annual meeting. The Secretary/Treasurer shall notify all Active members in writing of the proposed amendment prior to the annual meeting, and such amendment shall require for adoption an affirmative vote of three fourths (3/4) of the Active members present and voting.

RULES AND REGULATIONS
Of
THE SOCIETY OF UNIVERSITY NEUROSURGEONS, INC.
SUBJECT 1
MEMBERSHIP

Section 1. Candidate Profile

- (a) Candidates should be less than 48 years of age
- (b) Candidates should be committed to an academic career
- (c) Candidates should have sufficient publications that the quality of their academic activity can be evaluated
- (d) Candidates should have attended a SUN meeting, presented a paper before the Society, and expressed an interest in the Society.
- (e) Candidates should have potential for hosting a future SUN meeting.

Section 2. Membership Process

- (a) Candidates must have attended at least one SUN meeting and presented at least one paper to the Society before being recommended for membership
- (b) No voting for membership will occur at the meeting where the candidate is a guest and presents a paper to the Society
- (c) The membership process would be initiated by obtaining the membership application form from the Secretary of the Society
- (d) Upon completion the form would be returned to the Secretary who, following documentation of its completeness, would forward it to the Chair of the Membership Committee

- (e) The candidate is proposed for membership to the Membership Committee and a recommendation is made to the Executive Committee based on the candidate's profile
- (f) At the next regular meeting, the candidate is brought forward for membership during the first business session
- (g) If elected by the membership, the candidate will be invited to membership and upon joining the Society, is then eligible to attend the next regular meeting