

BYLAWS

INTERNATIONAL SOCIETY FOR ENVIRONMENTAL EPIDEMIOLOGY

EUROPEAN CHAPTER

March 2019

1. Mission and aims

The Mission of the **European Chapter** within ISEE is to promote contact between and action by European members of ISEE on matters related to environmental health research, education in environmental epidemiology and the improvement of public health in Europe. To support the Mission, the aims of the European Chapter include promoting:

- 1.1. scientific **research** on environmental health;
- 1.2. the mobility and collaboration of researchers between institutions
- 1.3. **education, training, and career development** in environmental health and environmental epidemiology in Europe;
- 1.4. the translation of environment and health research findings into timely and effective **policy**. Emphasis will be on policy at the European Union or wider European level as defined herein but may also include national issues.

2. Geographical extent

The European Chapter includes all 53 European countries currently corresponding to the World Health Organisation's (WHO) European region including Israel.

3. Membership, dues and administration

3.1. Members

All ISEE members residing in Europe, as defined above, are eligible to join the European Chapter subject to completing a membership application process. Categories of membership are the same as those of ISEE.

3.2. Dues, financial contributions and other regulations

The European Chapter operates in accordance with and subject to the guidelines and Bylaws of ISEE. No regular additional dues are required from European members. Any monies raised to support specifically the European Chapter, including the annual allocation of funds to the Europe Chapter by the ISEE main Council, shall be managed by the Executive Council of the European Chapter.

3.3. Executive Council

3.3.1. An Executive Council comprising seven members of the European Chapter shall be elected individually by a majority vote of those members of ISEE residing in Europe (and Israel) and voting in a ballot by mail, electronic mail or other electronic means. ISEE shall publicise the election to encourage a diverse membership of the Executive Council of the European Chapter. Any member of ISEE registered by ISEE as residing in Europe shall be included in such ballot if: (a) their nomination is proposed and seconded by an ISEE member;

(b) they accept such nomination; and (c) the nomination is received by ISEE no less than 21 days before the commencement of such ballot. Members of ISEE residing in Europe shall be given at least 21 days' notice of such ballot. The European members of the ISEE Executive Council may stand for election and, if not elected, be allowed to join the European Chapter's Executive Council as associate members. Associate members are required to make active contributions to the activities of the Chapter, as well as attend its meetings, in the same manner as elected members.

3.3.2. The Executive Council shall elect two officers from the Executive Council of the European Chapter as Chair and Deputy Chair by majority vote. These officers will serve in these Chair/Deputy Chair roles for a maximum of two-year terms (or less if their terms on the Executive Council ends). However, this does not affect the length of their elected term on the Executive Council of the Chapter which remains a total of 3 years from election.

3.3.3. The term of office of members of the Chapter Executive Council will be three years from election except as specified below. If vacancies occur among Executive Council Members between annual elections, the Executive Council may fill such vacancies, from those who stood for election at the most recent election, in descending order of votes cast in their favor, or otherwise at the Executive Council's sole discretion. The former such Members shall serve out three year terms, as if originally elected. Any others must stand for election at the next annual election in the usual way. Chapter Executive Council members whose terms are expiring are eligible to stand for election again for a second term. Following a second term, an elected member would then be required to rotate off the Executive Council of the Chapter but would be eligible to join as an associate member (see 3.3.1. above).

3.3.4. The Executive Council of the Chapter may meet in person or via conference call, the time and place to be set by the Chair. Meetings of the Executive Council shall also be called by the Deputy Chair upon the written request of four members of the Executive Council or by order of the Executive Council of the ISEE.

3.3.5. At all meetings of the Executive Council four Members thereof shall be necessary and sufficient to constitute a quorum for the transaction of business. The act of at least four Members present at any meeting shall be the act of the Executive Council except as may be otherwise specifically provided by the Bylaws of ISEE and/or the European Chapter or by law.

3.4. Control and Administration of the European Chapter

3.4.1. The control and administration of the European Chapter shall be vested in the Executive Council. The Executive Council shall determine the nature and conduct of meetings, advise on policies of the Chapter and shall conduct other business of the Chapter subject to the Bylaws of ISEE and the European Chapter.

3.4.2. The Executive Council or its associate members may not enter into any contract or legal agreement on behalf of ISEE or the European Chapter except as approved by ISEE.

3.4.3. The ISEE Europe Chapter Executive Council may form standing or ad hoc committees to conduct business on behalf of the Executive Council. At least one member of the Chapter Executive Council must be on each committee, and this person or persons will serve as a liaison between the committee and the Executive Council. Other members of the committees will be associate members of the Council or members of the **Europe** Chapter selected by the Executive Council, which may solicit volunteers from the membership.

3.5. Communication

The European Chapter will communicate with its members primarily via electronic means. Information about the European Chapter may be developed for publication on the ISEE Europe or ISEE website. A European Chapter website or other electronic formats will be developed.