

Rule Book

Introduction and purpose

This document has the purpose to describe all procedures and guidelines of the Mediterranean Neuroscience Society (MNS) and is intended to complement the Society's by-laws. The rulebook has the same legal status as the by-laws although changes made within the rulebook do not have to be approved by the General Assembly meeting. The Council can revise and update the rulebook, but all new decisions have to be voted by the President plus 50% of the Council members.

Society

The Society is non-political and non-discriminatory, whether of religion, race, or gender.

MNS holds no employees but may receive the (part-time) services of external parties.

MNS can be affiliated with other relevant scientific organizations as determined by the Society Officers (Executive Bureau).

The Society may sustain, create and strengthen new materials and publications to disseminate information in the field of Neuroscience. To fulfill its objective, the Society may develop collaborative relationships with public, private, national and international institutions, and any other appropriate organization, group or association. It may also raise and manage funds, equipment and fixed assets.

In addition to the contributions by its Members, the Society may request and receive donations and grants from any entity, or contributions from entities or individuals, and may also offer assistance and provide services within the boundaries of its field of activity for the sole purpose of achieving complementary goals and instrumental for the attainment of increased funds available for its institutional objectives. Finally, the Society may also allow the use of its name for advertising purposes, that is, it may accept to collaborate with bodies, institutions and societies to promote initiatives on therapeutic developments during the conferences organized by the Society itself, as long as there are no conflicts of interest with the Society's objectives.

The Society may finance social activities through contributions from its Members and/or public bodies and individuals, except for funding that presents a conflict of interest even if obtained through associated subjects. The Society may finance Continuing Medical Education (CME)

activities through self-financing and contributions from Members and/or public and private entities, including contributions from pharmaceutical and medical device companies, in accordance with the criteria and the limitations established by the Council. Scientific and CME activities shall be evaluated through questionnaires filled out by members and participants.

Political or Union objectives shall be excluded.

MNS main programs are the following:

1. Organize Meetings and other Congress related activities. The Society may hold local and international Symposia, Congresses and Professional Development Courses. It may also patronize and participate in other similar initiatives sponsored by other associations and/or organizations.
2. Organize educational events, such as workshops, summer school, etc.
3. Support Science and society events, including outreach activities, Science week, Brain awareness week, etc.

MNS Council

Councilors rights

Councilors approve the annual financial statements. They have the right to access any information and to exert control as provided for by the By-laws and this rulebook. Current councilors may propose new councilors, and propose initiatives to:

- advance the understanding of the Nervous System through the communal effort of researchers of diverse backgrounds who facilitate the integration of research directed at all levels of biological organization;
- promote public information and general and scientific education in the field of Neuroscience;
- stimulate study and research projects in Neuroscience; promote collaborative relationships with other scientific associations and organizations;
- provide professional development activities, education, educational resources and training programs to carry out directly or in collaboration with other entities and/or non-profit scientific associations or organizations. Distance Education programs may also be provided;

- collaborate with Ministries of Health, regional authorities, local health authorities and other public and private healthcare entities and institutions. Collaborations with patient advocacy groups may also be established.

Past Presidents

The Former Presidents are honorary members. The new Past MNS President is automatically entitled to Honorary MNS membership.

Responsibility: may attend Council meetings, but will not be allowed to vote; may be part of the scientific/organizer committee of the Biannual MNS Conference and continue to contribute to the progress of the Society

Benefit: Honorary members shall be exempt from the payment of the annual Membership fee

Councilors responsibilities

Councilors shall demonstrate a continuous interest in MNS's objectives and attend the Society's meetings. Councilors must communicate their up-to-date personal information and domicile, and professional information.

Vacating Terms

If the office of President, Secretary or Treasurer becomes vacant, the Executive Bureau shall elect by majority a new President, Secretary or Treasurer who will fill the vacancy until a future duly elected candidate shall assume office.

Removal from office

All Councilors may resign at any time by giving written notice to the Secretary of the Society.

If a councilor carries out his/her duties in a way that is contrary to the interests and aims of the Society, or behave against the primary benefit of the Society, such a person may be dismissed from office upon the vote of 6 (six) members of the Executive Bureau who are entitled to vote. Such members will receive written communication of the exclusion stating the reasons that caused it with immediate effect.

Article I – Scientific section

To have the largest representation of Neuroscience activities within the Society, 3 disciplinary groups or sections are created. According to the bylaws, and to take into account the development of Neuroscience activities, the number and nature of these groups can be modified by the Council.

1. **Basic Neuroscience**
2. **Clinical Neuroscience**
3. **Computational and Theoretical Neuroscience**

Article II - Administration Council elections

The Secretary-General, Vice-Secretary and Vice-President and 2 active members of the Society will organize the elections according to the modalities defined by the Council.

Article III – Supernumerary members

The Council could define the actions of specific programs for which supernumerary members will be nominated. The mandate of these councilors will be for 4 (four) non-renewable years maximum.

Article IV – Fees

According to the decision of the Administration Council of March 23, 2010, the fees are the following:

Regular members: 40 €

Students: 15 €

Honorary and Emeritus members: 0€

President: 0€

Without any objections from its members, membership in the society is automatically renewed. Members who did not pay their annual fees for two consecutive years will be radiated from the Society after a maximum delay of one month following the annual membership reminder. These radiated members could re-join the society if they want but will be asked to register by paying the equivalent of the unpaid fees plus that of the running year.

Finances

The finances of the Society are handled by the President and the Treasurer; both have access to the online payment systems and debit/credit cards. Any payment needs the approval of the President. All finances are to be presented to and approved by the Council once/year.

Member list and minutes

The Treasurer shall assist the President and shall be responsible for overseeing all money and valuable effects in the name and to the credit of the Society, and for overseeing full and accurate accounting, shall collect annual fees and draw up balance sheets and statements of accounts. The Treasurer shall hold office for 4 (four) years.

The Secretary-General and the Vice-Secretary shall be appointed by the Council from the Members of the Council. The Secretary-General is responsible for the member list update, shall transmit the new applications received from prospective members, and shall be responsible with the Vice-Secretary for recording the minutes of all Council meetings and meetings of the General Assembly.