

Update of the ISG bylaws

Proposed new texts are underlined; proposed removals are identified with a double strike-through.

PREAMBLE

1. BYLAWS

The bylaws and any changes of them shall be approved by the General Assembly of the ISG.

2. ~~COUNCIL~~ EXECUTIVE COMMITTEE AND OFFICE

Daily affairs of the ISG are delegated to the ~~Council~~ Executive Committee that report to the Board on a ~~yearly~~ biannual basis. The Executive Committee consists of the following Board Members: the President, the Vice-Presidents, the Secretary-General, the Treasurer, the Associate-Secretary of the upcoming Official Periodical International Gerontechnology Conference, the Editor-in-Chief of Gerontechnology journal, and any other member elected by the Board. The Executive Committee can invite observers and consultants to take part in their meetings. The administrative office of the ISG shall be the address of one of the ~~Council~~ Executive Committee Members. The address can be changed by a simple majority decision of the Executive Committee, and this change takes effect one month after publication in Gerontechnology journal.

3. LANGUAGE

The working language of the ISG shall be English. Other languages for conferences or other scientific meetings of the ISG shall be accepted, if translation into English is provided. Exception to this Bylaw may be made for meetings of ~~regional~~ chapters of the ISG.

COMMITTEES

4. COMMITTEES

The task of Committees is to support the ~~Council~~ Executive Committee. There are (a) Standing Committees and (b) other Committees. Standing Committees shall be chaired by a member of the Board. The tasks of committees shall be those defined by the ~~Council~~ Executive Committee, and shall be published in the official journal of the ISG.

5. EDITORS OF THE OFFICIAL JOURNAL

The editor, associate, and assistant editors of the Gerontechnology journal form a standing committee that works under an Editorial Statute.

6. GERONTECHNOPLATFORM

The organizers of the Gerontechno-Platform form a standing committee. The chairperson of this committee is a member of the Board of the ISG.

7. CONFERENCE ORGANIZERS

The Board decides on Official Periodical International Gerontechnology Conferences, on proposal of the ~~Council~~ Executive Committee, usually about 3 years before such a conference takes place. The organizers of an Official Periodical International Gerontechnology Conference form a standing committee ('Conference Committee') that is held responsible to the ~~Council~~ Executive Committee as to venue, date, scientific content and finances. The Conference Committee organizes the conference, including its advertisement and the independent peer-review of contributions. Abstracts of proposed contributions to the conference are collected through the normal channels of the Gerontechnology journal. Financial agreements include at least (i) Pay over of a

1-year membership fee of all non ISG-Members attending the conference, (iii) Costs of the issue of the Gerontechnology journal containing the abstracts of the contributions to the conference, and (ii) 15% of the income of the exhibitions, or comparable.

ADVISORY BOARDS

8. SCIENTIFIC ADVISORY BOARD

A Scientific Advisory Board can be created. This Board shall co-ordinate conference policy and other scientific matters between the ISG and the international and national organisations. The Board will meet in connection with the Official Periodical International Gerontechnology Conference or as often as requested by at least 5 Board Members, each Board Member being the single representative of a national, regional or international organisation which is an Associate Member of the ISG. The Chairperson shall be the President of the ISG (or nominated representative).

9. ADVISORY BOARD OF COMMERCIAL PROVIDERS

An Advisory Board of Commercial Advisors can be created. This Board shall advise the ~~Council~~ Executive Committee of the ISG on all matters concerning co-operation between the ISG and industry and other private organisations. This Board will meet in connection with the Official Periodical International Gerontechnology Conference or as often as requested by at least 5 of its Board Members, each Board Member being the single representative of an industrial Member of the ISG. The President of the ISG (or a nominated representative) shall be the Chairperson of this advisory board.

10. PUBLIC POLICY ADVISORY BOARD

A Public Policy Advisory Board can be created. This Board shall advise the ~~Council~~ Executive Committee of the ISG on all matters concerning co-operation between the ISG and not-for-profit providers, and policy matters. This Board will meet in connection with the Official Periodical International Gerontechnology Conference or as often as requested by at least 5 of its Board Members, each Board Member being the single representative of a non-profit making Organisation which is an Associate Member of the ISG. The President of the ISG (or nominated representative) shall be the Chairperson of this Advisory Board.

CHAPTERS

11. ~~REGIONAL~~ CHAPTERS

The ISG may ~~also~~ establish ~~Regional~~ Chapters, each based on a common cultural ground.

11.1. ~~Chapter~~ activities

Chapters foster the diffusion and development of gerontechnological knowledge and experience, by

- (i) encouraging the creation of networks of professionals working in the field;
- (ii) promoting scientific research, design, and development;
- (iii) encouraging education and training; and
- (iv) supporting awareness of gerontechnology issues in society.

11.2. Establishing and resolving Chapters

The ~~Council~~ Executive Committee will establish and dissolve them. The candidate Chapter has to submit an application to the Executive Committee. An arrangement will be negotiated, and membership will commence after acceptance by the Executive Committee and receipt of the agreed membership fee by the Treasurer. Chapters comprise of a minimum of 25 Full Members

(as defined in Article 12.1.1). The required number of members should be obtained within the first three year of establishment, with a minimum number of 10, 20, and 25 Full Members for the first, second and third year respectively. Presidents of Chapters also serve as Board Members of the ISG. Concerning their financial affairs, the Chapters are accountable to the Treasurer.

11.3. ISG Master Classes

Chapters may organize Official International Gerontechnology Master Classes for young professionals to teach the interdisciplinary fabric of gerontology and technology as presented by senior professionals in the field.

MEMBERSHIP

12. MEMBERSHIP

The ISG has Individual members (Full Members and Student Members) and Associate Members.

12.1 Individual Membership

12.1.1. Full Members

~~Full Members are defined as individuals whose admission is approved and proposed by the Council Executive Committee. Full membership must be confirmed during the first General Assembly following the membership application.~~ Individuals are eligible for Full Membership: (i) If they have completed successfully at least a three year programme at an institute for higher vocational or academic education (BSc or equivalent) in a field related to gerontechnology, or (ii) if their curriculum vitae shows experience and/or interest in the area covered by the ISG's objectives. Membership will commence on receipt of the appropriate membership fee.

12.1.1.1. Privileges, duties and rights of Full Members

- (a) Receive, and have access to Gerontechnology Journal free of charge;
- (b) Benefit by reduced fees for publications of the ISG such as Conference Proceedings, books, literature services, etc.;
- (c) Benefit by reduced fees for all conferences and other scientific meetings of the ISG as determined by the relevant Conference Committee;
- (d) Enjoy representation in the General Assembly of the ISG as provided by the Articles of Association;
- (e) Pay membership dues;
- (f) Support the ISG to reach its goals;
- (g) Serve in Committees or on the Board (where relevant).

12.1.1.2. Annual Membership Dues for Full Members

Dues shall be paid, net to the ISG, in the first quarter of every year upon request of the Treasurer. Membership dues will be proposed by the ~~Council Executive Committee~~ and approved by the General Assembly.

12.1.2. Student Members

Student Members are defined as individuals whose admission is approved by the Executive Committee. Each year the student should supply proof of his/her student status.

12.1.2.1. Privileges, duties and Rights of Student Members

- (a) Have access to the digital version of the Gerontechnology Journal and Gerontechnology News free of charge;
- (b) Benefit by reduced fees for publications of the ISG such as Conference Proceedings, books, literature services etc.;

- (c) Benefit by reduced fees for all conferences and other scientific meetings of the ISG as determined by the relevant Conference Committee;
- (d) Enjoy representation in the General Assembly of the ISG, as provided by the Articles of Association;
- (e) Pay membership dues;
- (f) Support the ISG to reach its goals;
- (g) Serve in Committees;
- (h) Student Members cannot serve on the ~~Council~~ Executive Committee.

12.1.2.2. Annual Membership Dues for Student Members

Dues must be paid in the first quarter of every year upon request of the Treasurer. Membership dues will be proposed by the ~~Council~~ Executive Committee and approved by the General Assembly.

12.2. Associate Membership

A scientific, industrial or other organisation may become an Associate Member after its application for membership has been approved by the ~~Council~~ Executive Committee. The application must be confirmed during the first General Assembly following the membership application. Membership will commence on receipt of the appropriate membership fee.

12.2.1. Privileges, duties and rights of Associate Members

- (a) Vote in the General Assembly; the number of votes in the General Assembly of an Associate Member has a maximum of 2;
- (b) Representatives of Associate Members ~~shall meet the same eligibility criteria as mentioned in article 11.1., and~~ shall have the same privileges and rights as defined for Full Members (Article 12.1.1) ;
- (c) Obtain reduced fees for space in scientific and commercial exhibitions as determined by the Conference Committee;
- (d) Pay membership dues;
- (e) Support the ISG to reach its goals;
- (f) Serve in Committees and advisory Boards;
- (g) Associate Members shall notify the Secretary General of the name(s) of person(s) who shall represent the Associate Member in the ISG and the name(s) of any representative(s) on Committees and Boards;
- (h) Commercial Associate Members have the right to publish a full page advertisement in the Journal.

12.2.2. Annual Membership Dues for Associate Members

- (a) For scientific and non-profit-making public organisations, the minimum dues for Associate Membership, shall be five times those for Full Members;
- (b) For industrial organisations, the minimum dues for Associate Membership shall usually be fifteen times those for Full Members;
- (c) ~~On recommendation of the Membership Committee~~ The ~~Council~~ Executive Committee is authorised to determine a different level of dues;
- (d) Full Members of the ISG who are either members of a scientific organisation associated with the ISG, or employee/member of another non-profit or industrial organisation associated with the ISG shall pay a fee that is lower than the regular individual fee, while maintaining the same privileges, rights and duties as defined for Full Members (Articles 12.1.1.1 and 12.1.1.2.);
- (e) Dues must be paid, net to the ISG, in the first quarter of every year upon request by the Treasurer.

13. TERMINATION OF MEMBERSHIP

Membership (any class) may be terminated by a written declaration to the Secretary General ~~before November 30 of that year~~ one month before the end of the year, by death of an Individual Member, or by dissolving of an Associate Member. Membership may be terminated by the ~~Council- Executive Committee~~ if dues have not been paid for two or more years by default of payment or if the member has offended severely the goals and standing of the ISG. Expelled members will be given the opportunity to contest their expulsion at the General Assembly.

GENERAL ASSEMBLY

14. GENERAL ASSEMBLY

The General Assembly shall have its normal session at the time of the Official Periodical International Gerontechnology Conference. An extraordinary General Assembly may be also convened as under Article 10 of the Articles of Association. The agenda for the General Assembly shall be prepared by the Secretary General on behalf of the ~~Council- Executive Committee~~. It shall be sent to all members of the ISG, including those nominated by the Associate Members at the latest one week before the meeting, and the agenda includes at least: (i) Reports from the President, Secretary General, Treasurer, and Finance Auditors, (ii) Reports from the Committees, (iii) A Membership overview, and (iv) Details on elections. The General Assembly may bestow the following titles on members and non-members: 'HONORARY MEMBER OF THE ISG' (recognizing individuals who have made a significant contribution to the field through either teaching, research, or administration), 'HONORARY PRESIDENT OF THE ISG' (recognizing individuals who have served successfully at least 3 terms or 6 years as ISG president), and 'GRANDMASTER OF GERONTECHNOLOGY' (a Distinguished Career Award, recognizing individuals who have made distinguished contributions to the field through teaching, research, and administrative service).

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