

CONSTITUTION OF THE UK BRANCH OF THE EUROPEAN SOCIETY FOR ANIMAL CELL TECHNOLOGY

(ESACT UK)

1. Name

The name shall be: European Society for Animal Cell Technology, UK Branch (ESACT UK).

2. Aims

The aims of the society are:

2.1 To promote the communication of knowledge and experience between investigators, in particular less experienced scientists, whose work has a direct or indirect bearing on cell culture biotechnology and the products derived from it.

2.1.1 Definitions:

An investigator is normally a person who performs or directs scientific research of the nature indicated above; less experienced scientists include those engaged in postgraduate or early postdoctoral studies, or equivalent levels of investigation (age is not a relevant consideration).

2.2 To hold a general meeting annually (Annual General Meeting, AGM) within the UK at which communications can be presented and discussed.

2.3 To set up and maintain the necessary organisation to achieve these aims.

3. Officers and Committee

3.1 The officers of the Society shall be a Chairman, Secretary, Treasurer, Meeting Secretary, public relations officer, trade co-ordinator, scientific programme lead and webmaster.

3.2 There shall be an Executive Committee of the Society consisting of the officers and up to four elected members. From time to time additional members may be elected or co-opted by the Executive Committee to aid it in the execution of its duties to the Society. The quorum at any committee meeting shall be six members, including at least four officers.

3.3 The Executive Committee shall prepare the Agenda for its meetings and between meetings shall act on behalf of the Society.

3.4 The officers of the Society and the other committee members shall be elected at the AGM or, if necessary, at an Extraordinary General Meeting (EGM). Officers shall normally from within the committee and nominations may be made by the committee or by any two Members and shall be sent together with the written consent of the nominee to the Secretary, so as to arrive at least 2 weeks before the AGM or EGM of the Society. Members unable to attend the meeting shall be entitled to vote electronically. If other nominations are not received for the filling of vacancies, the Committee's nominees shall be deemed elected.

3.5 The Officers shall not normally hold the same office for more than three consecutive years. They shall not be eligible for re-election to that office for two years, but shall be eligible for election to other positions on the Executive Committee excepting where suitable volunteers are unavailable.

4. Membership

4.1 The Society shall consist of members whose work has a direct or indirect bearing on animal cell biotechnology or products derived from animal cells.

4.2 Ordinary Membership of the Society is open to all investigators as defined in 2.1 and 2.1.1 above. The names, qualifications and professional experience of candidates for Membership of the Society must be sent to the Secretary on the form provided for this purpose, and the applications approved by the Executive Committee. A list of the newly approved members will be circulated to the membership at the AGM/EGM of the Society or via e-mail.

4.3 When a person has been elected a member of the Society, the Secretary or a deputy shall inform them of their election.

4.4 The Executive Committee shall have the power to terminate a membership if such termination appears to them to be in the interest of the Society. An explanation of such a termination may be requested at the AGM.

5. Finance

5.1 Members shall pay to the Society's account an annual subscription payable in advance, due on 1st January, the amount of such subscription being determined by the Executive Committee, and agreed at an AGM or EGM of the Society and continuing in force until changed at a subsequent AGM or EGM. The subscription rate for students shall be £0 but it is their obligation as members to inform us once they graduate, provide updated details and pay their membership. The Committee shall have the power to terminate membership if a member fails to pay his/her subscription after due notice has been given.

5.2 For membership of the society to become or remain effective, a member must pay the subscription when it is due, i.e. upon election, or subsequently by no later than 30th November of the calendar year preceding that for which membership is to run. The Committee shall have the power to relax or postpone this requirement in exceptional cases.

5.3 The funds and estates of the Society shall be derived from the annual subscriptions of members, income from meetings, donations, grants and other endowments accepted by the Executive Committee on behalf of the Society. They shall be administered by the Treasurer, acting on instruction given by the Executive Committee or by the Society at its AGM or at an EGM, for the furtherance of the objects of the Society.

5.4 The accounts of the Society shall be independently inspected biennially, and a report made by the Treasurer or their deputy to the AGM.

5.5 In the event of the Society being dissolved for any reason, the surplus funds remaining after satisfaction of debts and liabilities shall not be distributed among the members but shall be transferred to a charity designated by the Committee.

6. Meetings

6.1 The AGM (and, when necessary, any Extraordinary General Meeting) shall be held at a place and time decided by the Committee. The Secretary shall circulate the Agenda in advance of the meeting. The quorum at any AGM or EGM shall be at least 20 members, or 10% of the membership, whichever is the greater.

6.2 Scientific meetings and symposia relating to the objects of the Society shall be arranged from time to time by the Committee. Such a meeting may include the AGM. Unauthorised reports of proceedings shall not be disclosed to the press.

7. Alterations to Rules

Alterations to any rule of the Society shall be made only at a General Meeting of the Society, provided that notice of such alterations has been given on the Agenda of the meeting and that the alteration is approved by a majority of at least 2:1 (for:against). Members unable to attend the meeting will be encouraged to express themselves via e-mail and these will be read out at the meeting but they will not be entitled to vote. Notice of any proposed alteration, duly seconded, shall be given to the Secretary at least two months before the meeting.

Changes agreed by voting after the AGM held during the January 10-11th 2018 conference.