

# Constitution of the IUIS

## Article 1. Aim and Function of the Union

- 1.1. The objectives of the International Union of Immunological Societies (hereafter referred to as the Union) are:
  - 1.1.1. to organize non-discriminatory international co-operation in immunology and to promote communication between the various branches of immunology and allied subjects;
  - 1.1.2. to encourage within each scientifically independent territory co-operation between the Societies that represent the interests of immunology;
  - 1.1.3. to contribute to the advancement of immunology in all aspects.
- 1.2. For these purposes it shall have power:
  - 1.2.1. to set up commissions or committees for special purposes;
  - 1.2.2. to organize international meetings and conferences
  - 1.2.3. to collaborate with other scientific organizations;
  - 1.2.4. to develop any activity deemed helpful to the forwarding of its declared objectives.

## Article 2. Membership

- 2.1. Categories
  - 2.1.1. Regular Members - A group representing in a non-discriminatory manner, all immunologists working in a scientifically independent territory may apply for membership. Such a group may consist of a scientific society, a group of such societies or a body especially formed for the purpose of adhering to the Union. Only one such group will be admitted from each scientifically independent territory.
  - 2.1.2. Regional Federations of IUIS Member Societies - Several Regular Members may form a regional group of Societies termed a Federation in this document. Although these IUIS Federations may function on an autonomous basis, their Constitution has to be approved by the IUIS Council and ratified by the General Assembly. Goals and activities of such Federations shall complement but not duplicate IUIS activities. As a rule, such Regional Federations of IUIS Societies shall not levy additional dues from its Member Societies but are entitled to subsidies from IUIS and to seek other independent sources of revenue. The President of each Regional Federation or its representative is entitled to participate as a non-voting member in the deliberations of the IUIS Council. The IUIS is similarly entitled to delegate an officer to the Executive Committee and General Assembly meetings of IUIS Regional Federations.
  - 2.1.3. International Affiliate Members - A group organized for purposes of scientific cooperation by individual scientists or organizations of scientists working in immunology or related disciplines from several scientifically independent territories may apply for affiliation. International Affiliate Members are each entitled to delegate one officer to participate in the deliberations of the IUIS Council. This officer will not have voting rights at Council meetings unless the International Affiliate they represent has paid dues to IUIS, as defined in the Constitution, article 2.2. The IUIS is similarly entitled to delegate an officer to the Governing Council or Committee and General Assembly meetings of International Affiliate Societies.
  - 2.1.4. Associated Members – Application process for Associated Members is similar to that for International Affiliate Members. Associated Members will have no voting right at Council meetings but can attend as observers. Associated Members are not required to pay IUIS fees. Reciprocal representation at Council or General Assembly meetings is not required but reciprocal promotion of events and activities is expected.
- 2.2. Rules for Admission
 

The rules for admission shall be described in the By-laws of the Constitution and ratified by the General Assembly of the Union.
- 2.3. Election of Membership
 

Adhering bodies may be elected to the Union by a two-thirds vote of the Council. When such a majority cannot be achieved, ratification by the General Assembly is required.

## 2.4 Membership Dues

All members shall pay annual dues at a rate set by Council, payable on the first day of the calendar year of the Union in a currency specified by the Council. Failure to pay dues will result in suspension unless the General Assembly votes otherwise upon recommendation of the Council. Upon recommendation of the Council, a Society that has lost its member status may be treated as an observer. Suspended societies shall be immediately reinstated upon payment of dues. The amount to be paid will be determined based on number of members, as for Regular Members. If such occurs the officer appointed by the Affiliate Member to represent them at Council Meetings will acquire full Council voting rights.

## ARTICLE 3. Officers of the Union

### 3.1. Categories

The officers of the Union shall be the President, Vice-President, Secretary-General and Treasurer. The immediate Past-President shall serve as an officer ex-officio, meaning that by virtue of their office the immediate Past President will have voting rights commensurate with their membership of the Executive Committee. The Executive Committee of the Union shall be composed of the President, the Vice President, the Secretary-General, the Treasurer and the past President of the IUIS. Council shall have the power to delegate decisions to the Executive Committee.

### 3.2. Terms of Office

The President shall hold office from the end of one General Assembly to the end of the succeeding one. Similarly, the Vice-President shall hold office for about 3 years, normally then becoming President. The Secretary-General and Treasurer shall hold office for 3 years but may be re-elected for further periods of 3 years for a maximum of approximately 12 years.

### 3.3. Duties

- 3.3.1. The President shall be responsible for calling and chairing all meetings of the General Assembly and Council and shall serve as the official spokesperson of the Union.
- 3.3.2. The Vice-President shall substitute for the President at the request of the latter or if the latter is unable to discharge his/her duties.
- 3.3.3. The Secretary-General shall be responsible for distributing in a timely fashion all documents required for the functioning of the General Assembly and the Council; for maintaining the non-financial records of the Union; for maintaining contact with all bodies adhering to the Union and other relevant organizations; for preparing at regular intervals a directory of the Regular Member Societies, Regional Federations, International Affiliate Members and the Council, Executive Committee and Members of the General Assembly of the Union.
- 3.3.4. The Treasurer shall prepare and distribute budgets; shall collect annual dues from adhering members; submit applications for and receive all outside grants; and shall annually submit to the Council an audit for all Union accounts.

### 3.4. Elections

- 3.4.1. Nominations. Nominations of candidates for office shall be made by a Committee of three who have been elected by the Council at a meeting approximately one year prior to the triennial meeting of the General Assembly. The President shall serve ex-officio (meaning by virtue of his/her office) as chairperson of the Committee. The Committee shall prepare a ballot containing the name of at least one candidate for each office except in the case of the Vice-President where at least two names must be listed. The consent of nominees must be assured before they are listed. Suggestions for such nominees may be made by Member Societies, Council and General Assembly Members at least three months before the General Assembly meeting. The ballot must be submitted to the Secretary-General at least 1 month prior to the election. The Secretary-General will promptly submit the ballot to the Secretary of each society that is a Regular Member of IUIS. In exceptional circumstances, late submissions and withdrawals will be accepted, upon approval by the Election Committee. The Committee is automatically disbanded upon completion of the election.
- 3.4.2. Elections. Officers shall be elected by the General Assembly and these elections shall be conducted as defined in the By-Laws. Election of officers shall be by all duly registered delegates of Regular Members and the Officers of the Union, in a secret ballot.

## ARTICLE 4. General Assembly

- 4.1. Jurisdiction
  - 4.1.1. The General Assembly is the controlling and electing body of the Union and represents all adhering bodies of the Union. It elects officers of the Union, as well as its executive committee, the Council. It decides on all changes in the statutes and ratifies changes in the Constitution and By-Laws and in membership where necessary. It shall be guided in all its decisions by the tradition of free international cooperation.
- 4.2. Membership Categories
  - 4.2.1. The General Assembly shall consist of the officers of the Union and of delegates appointed by the Regular Members, Regional Federations and International Affiliate Members, and the Standing Committees.
  - 4.2.2. Each Regular Member shall have the right to appoint delegates to the General Assembly according to the following formula: bodies representing 100 or less members: one delegate; 101 to 500 members: two delegates; 501-1000 members: three delegates; greater than 1000 members: four delegates. At least 14 days before the General Assembly meets, Regular Members must inform the Secretary General who their appointees to the General Assembly will be. Substitutions and additions will not be allowed unless made more than 14 days before the General Assembly meeting.
  - 4.2.3. Each Regional Federation Member and International Affiliate Member shall be entitled to appoint a single delegate. Likewise, each Standing Committee shall be represented by a single delegate. At least 14 days before the General Assembly meets, Regional Federation Members and International Affiliate Members must inform the Secretary General who their appointees to the General Assembly will be. Substitutions and additions will not be allowed unless made more than 14 days before the General Assembly meeting.
- 4.3. Terms of Office

Delegates to the General Assembly serve from the beginning of one General Assembly meeting until the end of the period before the next meeting. General Assembly meetings will normally be held at the International Congress of Immunology.
- 4.4. Meetings
  - 4.4.1. The General Assembly shall normally meet at least once every 3 years. If it cannot, or for other reasons, the General Assembly can conduct business by regular mail, electronic facsimile (FAX), electronic mail (email) correspondence or via a secure web-based voting system (virtual). The quorum shall consist of 50% of the delegates of Regular Members. Voting by regular mail/FAX/email/virtual shall follow in principle the same rules used for an actual meeting, "Attendance" on such a vote being counted as the number of responses received at the official office of the Union within 2 months of a ballot being mailed.
  - 4.4.2. Observers may be invited to attend the meetings of the General Assembly at the President's discretion.
- 4.5. Voting

Where questions requiring a vote arise, decisions shall be made by a simple majority of all delegates present, or contactable by mail/FAX/email/virtual if the vote is to be conducted by written correspondence. An exception applies to modification of the statutes where a two-thirds majority vote is required. Other exceptions involve the election of officers (Art. 3, Sec.3.4.2) and councilors (Art. 5, Sec. 5.2.1).

## ARTICLE 5. Council

### 5.1. Membership Categories

The Council shall consist of the Executive Committee of the Union and not more than 16 individuals (ordinary members) chosen by the delegates to the General Assembly of Regular Members of the Union. No more than two ordinary members shall be elected from the delegation of a single Regular Member. As far as possible, the Council should be broadly representative of all aspects of immunology. The ordinary members shall include at least one individual from an adherent Society of each of the Federations of the IUIS and the geographic area of North America (Canada and USA, if they are not part of a Federation). The chairpersons of Standing Committees or their representatives and a delegate from each of the Federations, the geographic area of North America (Canada and the USA-if they are not part of a Federation) and the International Affiliates, shall be members of the Council but without voting rights. All Regular Members may send non-voting observers to meetings of the Council. Additional non-voting observers may be invited at the President's discretion.

### 5.2. Election

Ordinary members of the Council shall be elected to it by all duly registered delegates of Regular Members and the Executive Committee of the Union present at the General Assembly. The nominations for the Council are submitted by individual member Societies but each of the five Federations of geographic areas may indicate which candidate from their region is their first choice if they so desire. Five Council Members are then elected as follows: Each ballot form must show a vote for at least one candidate from each of the five regions and the candidates with the most votes in each region will be elected irrespective of the number of votes cast for other candidates. The other members of the Council will be those eleven remaining candidates who received the highest number of votes within the constraints of Article 5, Sec.

5.1.1. Voting shall be by secret ballot. Normally such votes will occur at Meetings of the General Assembly at which Members are physically present. Under such circumstances, only those members who are actually in the room at the time of the vote may vote. In the event that the General Assembly cannot convene physically within approximately 3 years, voting by mail/FAX/email/virtual will be permissible.

### 5.3. Terms of Office

The ordinary members of the Council shall serve a term of 3 years and shall not serve for more than two consecutive terms. The Council may appoint individuals for any vacancies that occur. Any such appointee has the same tenure as the individual replaced. However, the two-term limit shall not apply if the appointee has served less than 2 years as a surrogate.

