
MEETINGS AND ANNOUNCEMENTS

INTERNATIONAL SOCIETY FOR TECHNOLOGY ASSESSMENT IN HEALTH CARE

*Constitution and Bylaws**

ARTICLE I—NAME

The name of this organization shall be: The International Society for Technology Assessment in Health Care, hereinafter referred to as the Society.

The Society is a non-profit organization for educational and scientific purposes. It was incorporated January 10, 1986, in the District of Columbia, U.S., as a non-profit 501(c)3 Corporation.

ARTICLE II—OBJECTIVES

Section 1. The objectives of the Society shall be the following educational and scientific endeavors:

- 1.1. To encourage research, education, cooperation, and the exchange of information concerning the clinical, economic and social implications of health care technologies and
- 1.2. To promote the development and implementation of policies and procedures which will facilitate the rational diffusion of new technologies and the optimal use of existing ones.

The Society will meet these objectives by providing opportunities, such as workshops, conferences, and special reports for the communication and exchange of ideas and by identifying and promoting opportunities for collaborative research on a multi-national basis.

* The final version of the constitution, including changes proposed and agreed to at the Annual Meeting in Rotterdam, 1987. For additional information contact: Gerhard Brauer, School of Health Information Science, University of Victoria, Victoria, B.C. Canada, (604) 721-8575.

Section 2. The Society's journal is the *International Journal of Technology Assessment in Health Care*.

ARTICLE III – MEMBERSHIP

Section 1. Membership in the Society shall be available to all interested individuals who share the objectives of the Society as set forth in Article II of these Bylaws.

Section 2. Individuals who became Members within the first year after the charter date of the Society shall be designated as Founding Members.

Section 3. A Member of the Society shall be in good standing upon payment of annual dues. Any Member whose dues are in arrears by more than 12 months shall be dropped from the Society's membership rolls. The Board of Directors shall have discretionary power to waive the foregoing rule in special cases.

Section 4. The Board may define and create other categories of membership such as Honorary, Emeritus, Student, etc.

ARTICLE IV – DUES

Section 1. Annual dues in the Society shall be recommended by the Board of Directors, subject to approval by majority vote of those present (and eligible to vote) at the following Annual Meeting.¹

Section 2. The Board may reduce or waive dues for some members as it deems appropriate.

ARTICLE V – MEETINGS

Section 1. An annual meeting of the Society shall be held, which will be devoted both to intellectual purposes and to the business of the Society. Meetings will alternate among different countries with the site and time to be determined by the Board of Directors.

Section 2. Major policy questions, other than amendments of the Constitution (which will be dealt with according to Article X), if raised either by the Board of Directors or by a petition signed by at least 20% of the Membership, shall be brought to the Membership for resolution. Such issues to be decided either by a simple majority vote of those Members present at an Annual Meeting or by a mail ballot of the total Membership of the Society. The choice between these two alternatives will be determined by the Board. Questions not falling into this category shall be decided by the Board of Directors.

ARTICLE VI – OFFICERS AND BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of fifteen (15) Members of the Society, including the four (4) Officers of the Society and (ex officio) the two (2) Editors of the Society's Journal.

Section 2. The Board may have no more than six members from one country. The Board shall establish nomination/election guidelines which will ensure equitable geographic and occupational representation.

Section 3. Except for the term of those individuals named as Directors by the Society's Articles of Incorporation and except for those individuals who are Directors by virtue of their office, each Director shall be elected for a three-year term; such terms to be staggered initially. Individuals so elected may run again and, if elected, are eligible to serve for two consecutive terms. After six years the Board Member must leave the Board for at least one year, except in instances where the respective Board member has been elected to the executive.

Section 4. The quorum necessary for the Board to conduct business shall be at least eight (8) Directors, and must include either the President or the Vice President.

Section 5. The Officers of the Society shall be the President, Vice President, Secretary, and Treasurer.

The Vice President shall normally be the President-elect. The Officers shall be elected for terms of two years or until successors are named by the Board except that the Office of President cannot be held for two consecutive terms by the same person or by two persons from the same country. The immediate Past President shall serve on the Board for only one year.

Section 6. Nominations for the Board of Directors and for Officers of the Society shall come from the Board and from the Membership. Nominations from the Membership must be in writing in the form of two letters, one each from a nominator and a seconder, sent to the Chairman of the Nominating Committee and must be post-marked sixty (60) days in advance of the Annual General Meeting.

Total nominations must exceed the number of positions available. The Officers and other Members of the Board shall be elected by a simple majority of the Membership at the Annual Meeting.

Section 7. Subject to ratification by the Board, the President shall appoint five (5) Members of the Society who are not currently on the Board of Directors² to act as a Nominations Committee.

The Nominations Committee shall:

- 7.1. Be chaired by the Past President of the Society; and
- 7.2. Submit to the Board, prior to the Society's Annual General Meeting, a list of candidates to be considered for nomination (by the Board) for election as Officers and Directors of the Society.

Section 8. If deemed appropriate by the Board, it may invite a representative from a country not already represented to sit with the Board as a non-voting observer. This may arise, for example, in the instance of a country with a significant number of Members but not represented on the Board.

Section 9. The Board, by majority vote, may fill a vacancy in its membership to complete an unexpired term.

ARTICLE VII—DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings, including meetings of the

Board. The President shall be responsible for general management and direction of the business of the Society. He/She and the Treasurer jointly shall have authority to sign and execute, in the name of the Society, all authorized deeds, leases, mortgages, bonds, contracts, or other instruments. The President, and/or other Members of the Board of Directors, may be authorized by the Board to disburse funds to a limit approved by the Board.

Section 2. The Vice President (and President-Elect) provides secondary leadership for the Society; substituting for the President when needed; and preparing to serve as President.

Section 3. The Secretary shall keep a true record of the minutes and votes of all meetings. He/She shall have custody of the minute books and correspondence files.

Section 4. The Treasurer shall have custody of the Society's funds and shall keep full and accurate accounts of the receipts and disbursements and shall deposit all monies and other valuable effects in the name and to the credit of the Society in such depositories as may be designated by the Directors. He/She shall disburse the funds of the Society as ordered by the Directors, demanding proper vouchers for such disbursements. The Treasurer may be required to furnish surety bonds in the amount determined by the Board, the premium of which shall be paid by the Society.

Section 5. Subject to the approval of the Directors, Officers will be reimbursed for reasonable expenses incurred by them in carrying on the duties of their office. No Officer will receive compensation for services rendered as such to the Society.

Section 6. Between elections, any Officer of the Society may be removed from office for fraud or misappropriation of the Society's assets by a majority vote of the Board.

ARTICLE VIII—STANDING COMMITTEES

Section 1. Standing Committees shall be determined and appointed by the Board of Directors.

Section 2. The Board may authorize the President to appoint ad hoc committees.

ARTICLE IX—BOOKS, RECORDS, AND FINANCES

Section 1. The Society shall keep correct and complete books and records of accounts.

Section 2. The funds of the Society shall be deposited in the name of the Society in such banks or other depositories as the Board of Directors may select.

Section 3. No one shall solicit funds or other support in the name of the Society unless they have applied for and received permission in writing from the Board of Directors.

ARTICLE X—AMENDMENTS

An amendment to the Constitution may be tentatively adopted if two-thirds of the

Board agree to the amendment. The proposed amendment must subsequently be presented to the Membership at the next Annual Meeting of the Society. An affirmative vote of two-thirds of the Members present is required for ratification. Amendments may also be proposed and adopted at an Annual Meeting providing two-thirds of those present and eligible to vote are in agreement.

ARTICLE XI—DISPOSITION OF ASSETS

Upon dissolution of the Society, the assets of the Society shall be distributed exclusively to charitable, scientific, literary, or educational organizations which would then qualify under the provisions of Section 501(c)3 of the Internal Revenue Code and Regulations of the Department of the Treasury applicable to such action as they now exist or as they may hereafter be amended.

NOTES

¹ Membership dues, which include the price of subscription to the *International Journal of Technology Assessment in Health Care*, were set at US \$45 on May 21, 1985.

² That is, with the exception of the Past President who is a Board Member for one year.

THE FOURTH ANNUAL MEETING OF THE INTERNATIONAL SOCIETY FOR TECHNOLOGY ASSESSMENT IN HEALTH CARE

Boston, 1988

The 4th Annual Meeting of the International Society for Technology Assessment in Health Care will be held in the United States in Boston, Massachusetts, from June 10–12, 1988. A packet with registration material and abstract forms for paper proposals was mailed to Society members in early September, and, by request, to non-members.

Please contact Dr. Chester Douglas, Chairperson of the local arrangements committee, for further information:

Dr. Chester Douglas
Harvard School of Dental Medicine
188 Longwood Avenue
Boston, MA 02115, U.S.A.
telephone: (617) 732-1455

ABSTRACTS AVAILABLE FROM THE THIRD ANNUAL ISTAHC MEETING

A book of abstracts from the 3rd Annual Meeting of the International Society for Technology Assessment in Health Care held in Rotterdam in May 1987, is available from the Society. The cost is US \$10 a copy.

To receive your copy of the abstracts, please write:

Dr. Stanley J. Reiser
University of Texas
Health Science Center at Houston
P.O. Box 20708
Houston, TX 77225, U.S.A.

Checks should be made payable to the Society.

MEDICAL IMAGING AND EXPERT SYSTEMS APPLIED TO MEDICINE

**Les Entretiens de Lyon: Computer Science and Life
in association with Visiomed 88, with the cooperation of the
S.E.E., the C.E.R.F., and S.F.B.M.N.**

**LYON, MARCH 10-12, 1988
ÉCOLE NORMALE SUPÉRIEURE DE LYON**

This international conference, organized by the Association *Les Entretiens de Lyon*, is designed for professionals (researchers, teachers, doctors, engineers, designers, builders, etc.) who are concerned with the relations between the medical world, computer science, and artificial intelligence. Work sessions on medical imaging and expert systems applied to medicine will cover the entire spectrum of up-to-date, state-of-the-art thinking, equipment, and networks; they will highlight development prospects which have opened by a comparative analysis of the experiments presented.

For information contact:

Package
Les Entretiens de Lyon
55, Montée de Choulans
69323 Lyon Cedex 05
Tel: 033 78 42 29 53. Telex: 330 295 F

**EUROPEAN SOCIETY FOR
MEDICAL DECISION MAKING
SECOND CONFERENCE, COPENHAGEN**

JUNE 1-4, 1988

Formation of the ESMDM

An inaugural meeting of the European Society for Medical Decision Making (ESMDM) was held in Leiden, The Netherlands in October 1986. The society will attempt to encourage research into and analysis of medical decision making (MDM) in Europe and foster links across Europe among those already active in MDM. The society is multi-disciplinary and not restricted to medical doctors.

Next Conference

The Second Conference of the European Society for Medical Decision Making will be held in Copenhagen from June 1-4, 1988. For further information contact Jørgen Hilden or Annelise Nielsen, University of Copenhagen, Panum Institute, Blegdamsvej 3, DK-2200 Copenhagen N, Denmark.

Papers (both theoretical and applied) are invited on any aspect(s) of medical decision making such as clinical decision making per se; clinical research and decision making; regional variations in medical practice; quality of life and utility assessment; resource allocation and medical decision making; clinical behavior; ethics and choice in medicine; decision aspects of clinical research methodology; computational and graphical tools; health policy and medical decision making; and other relevant topics in medical decision making.

Those wishing to offer a paper should contact Jørgen Hilden or Annelise Nielsen, preferably with an indication of topic.