

The International Society For Condensed Matter Nuclear Science

A private Company limited by Guarantee registered in England No. 5143068

www.iscmns.org

Under powers conferred by Article 36 of the Society's Articles of Association the Executive Committee adopts the following By-Laws:-

1. Membership

- 1.1. Membership shall run for the calendar year.
- 1.2. The subscription of new members joining in the last 2 months of a year shall cover all the following calendar year in addition.
- 1.3. The categories of membership of the Society and the subscription fees payable shall be: decided by the executive committee annually.
- 1.4. Institutional and corporate members of the Society may send more than 1 representative to any meeting organized by the Society and all such representatives shall be entitled to discounts or other benefits as if they were members. However in accordance with the Articles of Association all members shall have only one vote each.
- 1.5. The Executive Committee may nominate a member as an Honorary Fellow of the Society or as a Vice-President in recognition of services rendered to the Society or for the advancement of Condensed Matter Nuclear Science. The President of the Society, subject to his or her consent, shall automatically become a Fellow.
- 1.6. If the Executive Committee is satisfied that a member is unable to pay his or her subscription fees due to local exchange controls or other legal obstacles, they may allow such member continued membership with the fees accumulating as a debt until such time the legal obstacles shall have been removed when the debt must be paid to the Society in full (without interest).
- 1.7. The Executive Committee may waive the requirement of any member to pay subscription fees.
- 1.8. The income limit for low income Members and Fellows to avoid paying any subscription fee shall be at the discretion of the committee.
- 1.9. The Executive Committee reserves the right to reject membership applications without giving any reason.
- 1.10. Failure to provide a valid email address (without limitation) may be sufficient reason to reject a membership application.

2. The Executive Committee shall normally be limited to 10 members.

3. The Treasurer of the Society shall be responsible for:-

- 3.1. Investing the Society's money.
- 3.2. Liaising with the Society's accountants (if any).
- 3.3. Drawing up financial statements.
- 3.4. Delivering financial statements to the Registrar of Companies in England

- 3.5. Advising the Executive Committee on financial matters.
- 3.6. Correspondence with fiscal authorities.
- 3.7. Co-signing cheques.

4. The Secretary and/or President of the Society shall be responsible for:-

- 4.1. Carrying out the duties of a Committee Secretary.
- 4.2. Maintaining the Register of Interests of the Executive Committee
- 4.3. Explaining to new members of the Executive Committee their duties.
- 4.4. Maintaining the following documents:-
 - 4.4.1. Agenda for Meetings
 - 4.4.2. Minutes of Meetings
 - 4.4.3. “How Executive Committee business is Transacted”
 - 4.4.4. The role of Directors and their obligations
 - 4.4.5. Correspondence with Registrar of Companies in England.
 - 4.4.6. Maintenance of register of Officers and their particulars.
 - 4.4.7. Maintenance of bibliographic details of Officers.
 - 4.4.8. Maintenance of Register of staff interests.
 - 4.4.9. Contracts entered into by the Society
 - 4.4.10. Insurance policies
 - 4.4.11. Details of professional advisors.
 - 4.4.12. Organization Chart
 - 4.4.13. These By-laws.

5. The President and Vice-President(s) of the Society shall be responsible for:-

- 5.1. Presiding at general meetings of the Society.
- 5.2. Taking a leading role in proposing new policy.
- 5.3. Supervising all the activities of the Society.
- 5.4. Ensuring that Society policy is implemented.

6. The Membership Secretary shall be responsible for:-

- 6.1. Maintaining the statutory register of Members
- 6.2. Sending notices to Members
- 6.3. Collecting membership fees.
- 6.4. Advising the Executive Committee on membership applications.
- 6.5. Printing and delivering membership certificates.
- 6.6. Advising the Executive Committee on membership matters.

7. The Chairman of the Executive Committee shall be responsible for:-

- 7.1. Approving arrangements, procedures, agenda, minutes of Executive Committee meetings.
- 7.2. Convening Executive Committee meetings on request of any director.
- 7.3. Inviting any observer to attend Executive Committee meetings.
- 7.4. Chairing Executive Committee meetings.

8. The Webmaster will be responsible for:-

- 8.1. Maintaining the Society’s internet website and domain name.
- 8.2. Maintaining and moderating the Society’s email lists.
- 8.3. To create CD-ROMs for sale.

9. All members of the Executive Committee shall be responsible for:-

- 9.1. Proposing agenda for meetings.
- 9.2. Keeping in contact by on-line and face to face meetings.
- 9.3. Bringing to the attention of the Executive Committee concerns of members.
- 9.4. Bringing to the attention of the Webmaster items for inclusion in the web site.

10. Sub-Committees

- 10.1. The terms of reference and composition of all Sub-Committees shall be determined by the Executive Committee in accordance with the Society's Articles of Association (article 42).
- 10.2. The Executive Committee shall not be obliged to constitute all or any of the sub-committees specified in these By-laws.
- 10.3. All sub-committees as soon as possible shall elect from amongst their number a chairman, vice chairman and a secretary.
- 10.4. The President of the Society, the Chairman of the Executive Committee, the Chief Executive, and any person specifically authorized by the Executive Committee, shall have the right to attend and speak at any meeting of a sub-committee.
- 10.5. The sub-committee chairman, or in his absence its vice-chairman shall convene meetings of the sub-committee.
- 10.6. The sub-committee secretary in agreement with the chairman shall prepare the agenda and minutes of meetings.
- 10.7. Minutes of sub-committee meetings shall be prepared and sent by email to the Secretary of the Executive Committee.
- 10.8. All sub-committees shall be allocated an email address (ie council@iscmns.org) to facilitate communication with its members.
- 10.9. The Awards sub-committee shall be known as the Scientific Commission and shall be responsible for advising the Executive Committee on candidates who have made significant efforts to advance the Society's objects for commendation, medals and other prizes.
- 10.10. The Advisory sub-committee shall be known as the Council and shall be responsible for offering general advice to the Executive Committee. The Council shall be composed of those whom the Executive Committee wishes to honour and whose presence on the Council is likely to enhance the prestige of the Society. All members of the Council shall have the right as individuals to observe the business transacted at any Executive Committee meetings.
- 10.11. The industrial sub-committee shall be responsible for advising the Executive Committee on the Society's industrial, technological and intellectual property issues. The chairman, if willing to act, shall be a member of the Executive Committee and a Director for as long as he holds his office.
- 10.12. The meetings sub-committee shall be responsible for organizing the Society's meetings. The chairman, if willing to act, shall be a member of the Executive Committee and a Director for as long as he holds his office and for one year thereafter.
- 10.13. The publications sub-committee shall be known as the Editorial Board and shall be responsible for reviewing, editing and publication the journal of the Society. The chairman, if willing to act, shall be a member of the Executive Committee and a Director for as long as he holds his office.

- 10.14. The Education sub-committee shall be shall be responsible for advising the Executive Committee on school and educational matters and for co-ordinating the Society's activities in this area.
- 10.15. The Young Members sub-committee shall be shall be responsible for advising the Executive Committee on the interests of younger members of the Society.
- 10.16. The Ethics sub-committee shall be shall be responsible for advising the Executive Committee on ethical and disciplinary matters and shall maintain and publish the documents setting out the standards expected from the Society's officers, staff and members.

11. Chief Executive

- 11.1. The Executive Committee shall delegate to the Chief Executive the responsibility for the day to day running of the Society and other duties.

12. Powers delegated by the Executive Committee to Members in General Meeting

- 12.1. If a vote of no confidence in any officer or servant of the Society is passed at general meeting that person shall immediately be deemed to have resigned.
- 12.2. If a vote of no confidence in any member (as a member) of the Society is passed at general meeting that member shall immediately be deemed to have resigned as a member.
- 12.3. Before any proposed vote of no confidence may take place, the member or officer or servant concerned shall be given the opportunity to address the meeting either in person or by proxy or in writing.

13. - Professional Conduct

- 13.1. All members, so long as they are members, shall act in a manner worthy of the honour and interests of the profession of Scientist and of the Society and shall do nothing that may bring the profession of Scientist or the Society into disrepute. They shall at all times safeguard the public interest in matters of safety, health and otherwise, and shall exercise their professional skill and judgement to the best of their ability and discharge their professional responsibilities with integrity. In order to ensure the fulfilment of this Bylaw, the Executive Committee may from time to time issue Rules of Conduct to which members shall conform.

14. – Sponsorship and Research Support

- 14.1. Applications for sponsorship or the award of small research grants for relevant initiatives shall be decided by the Executive Committee.
- 14.2. Applications shall be made in writing and shall include financial estimates for the initiative and details of other sponsors (if any).
- 14.3. The application must nominate one or more individuals who take responsibility for the initiative.
- 14.4. It shall be a condition of sponsorship that details of any discriminatory pricing or subsidy for participants shall be made public, and that a final report including a financial statement shall be made.
- 14.5. Any such sponsorships or grant awards will be known as 'Bill Collis Awards' for so long as the Executive Committee sees fit.

This revised version of by laws of the ISCMNS was presented to the executive committee at a meeting held on the 9th October 2023 for their approval, and if so approved shall become the new bye-laws superseding and replacing the previous bye-laws from that date. The previous bye-laws were put in place by order of the Executive Committee as then constituted on the 31st October 2004.

Executive Committee Members present on 9/10/2023 were as shown here:-