

Call for Nominations for IFMBE Officers and AC members:

At the World Congress in Beijing, China in May 2012, elections will be held to fill several IFMBE leadership positions, including President-Elect, Secretary-General, Treasurer and 4 Administrative Committee members. Please forward all nominations to the Chair of the Nominating Committee, Makoto Kikuchi, Japan mkikuchi@ndmc.ac.jp by 1 January 2012.

According to the 2007 IFMBE By-laws:

“18 Election of Officers and Members of the Administrative Council

The Vice-President shall be the President-Elect of the Federation.

a) The Vice-President, Secretary-General, Treasurer, and elected members of the Administrative Council shall be elected by the General Assembly from a list of nominated members of the Member Organisations put forward by the Nominating Committee of the General Assembly.

b) At least 120 days before each Ordinary General Assembly Session, the Secretary-General shall notify the secretary of each Member Organisation of listed Delegates and shall request notification of any amendments. He shall also request from them the names of any of their individual members, which they would wish to have considered for nomination for Office or Council membership.

c) The Secretary-General shall forward to the Chairman and each member of the Nominating Committee a list of the Delegates and of the suggested names.

d) In preparing a list of nominated candidates for presentation to the General Assembly, the Nominating Committee shall first consider the list transmitted by the Secretary-General. It is then open to the Nominating Committee to add further names to the list from the individual membership of the Member Organisations if the Committee considers that it would be in the interest of the Federation to do so.

e) From that list the Nominating Committee shall prepare a final list of individuals for presentation to the General Assembly as nominated candidates. If it is feasible, this final list should provide, if possible, at least two candidates for election to each Office, together with at least two more nominations than the number of Council vacancies, and should have as wide a national representation as is consistent with the requirements of the positions. The consent of each candidate to be nominated shall be obtained in writing by the Chairman of the Nominating Committee before the list is presented to the General Assembly.

f) The final list shall be presented to the General Assembly at its Ordinary Session, and voting shall proceed in the following sequence: Vice-President, Secretary-General, Treasurer, and Council members.

Unsuccessful candidates for the Offices of Vice-President, Secretary-General, and Treasurer, may if they so desire and are eligible, be added to the list of candidates for membership of the Council, but not for other Office. Voting shall be by a simple majority, any tied vote being determined on the vote of the presiding officer.

g) The voting for elected members of the Administrative Council shall be done simultaneously. Each member of the General Assembly may vote for the same number of candidates as the number of vacancies, normally four.

h) On occasion, due to a resignation, death or other circumstances, it may be necessary to hold an election between two sessions of the General Assembly. This shall be carried out by postal or electronic mail and the procedure shall be the same as for a normal election; however the timing of the stages of the nominating programme shall relate to the date on which it is proposed to send out the ballot papers and not to an Ordinary Session of the General Assembly.

i) To ensure continuity the Administrative Council may decide to hold the election for the post of Secretary-General or Treasurer of the Federation in advance of the next Ordinary Session of the General Assembly. An officer so elected will be known as the Secretary-General Elect or Treasurer Elect, and will not formally take the office until the next Ordinary Session; the term of office will therefore commence at that Session. The procedure of election shall be the same as for a normal election; the timing of the stages of the nominating programme shall relate to the dates on which it is proposed to send out the ballot papers and not to an Ordinary Session of the General Assembly.

19 Term of Office of Officers and Members of the Administrative Council

a) Each elected officer of the Federation shall hold office from the end of the Ordinary Session of the General Assembly at which he was elected, or took up office, until his successor takes office.

b) An elected Council member shall normally hold office from the end of the Ordinary General Assembly, which elected him/her until the end of the second succeeding Ordinary Session of the Ordinary General Assembly.

Normally four members shall be elected at each session of the Ordinary General Assembly and no member may be re-elected as a Council member immediately upon the completion of a full term.

c) The President and the Vice-President shall be eligible for election for a single term of office, after which one full term must elapse before they are again eligible for that office.

d) The Secretary-General, Treasurer, and Editor shall normally be eligible to hold office for two successive terms only but exceptionally may hold office for a maximum of three successive terms. After demitting office, one term must elapse before they are again eligible for the same office.

e) If no General Assembly has been held within a period of three and one half years, the President shall proceed with an election by postal or electronic mail if necessary, using the existing list of delegates and names, if any, and following the procedure in Bylaw 18(h).

f) If a council member is elected to fill a position left open by another council member leaving office in midterm, he/she is eligible for election for the next 6-year term if his/her first term is less than 3,5 years.

20 Secretary-General

The Secretary-General shall be the executive officer of the Federation. He or she shall be responsible for the general conduct of the affairs of the Federation, and the maintenance

of liaison between Member Organisations at all times. The Secretary-General shall maintain the following books and registers, and shall make them available to the Council and the General Assembly as required.

- a) a minute book of the meetings of the General Assembly,
- b) a minute book of the meetings of the Administrative Council,
- c) a register of Member Organisations, including for each, the names and addresses of their current executive officers and Delegates to the General Assembly, and their current number of members,
- d) a register containing the current Constitution and Bylaws of each Member Organisation,
- e) a register of Observer Groups and the relevant officers,
- f) a register of Honorary Life Members with their current addresses,
- g) a register of the Chairmen and members of each Committee, Working Group, Division, and Board within the Federation,
- h) a register of past officers, with their current addresses if these can be ascertained.

21 Treasurer

The Treasurer shall be responsible to the Administrative Council for the financial management of the Federation. He or she shall maintain the monies of the Federation in such bank accounts and other deposits as shall be directed by the Administrative Council, shall be responsible for the collection of dues and other monies as directed in the Constitution and Bylaws, and shall maintain such books and accounts as the Council shall require. The working currency of the Federation shall be decided by the Administrative Council on the recommendation of the Treasurer. The Auditors of the accounts shall be appointed by the Administrative Council.”

The By-laws also state:

“28 Administrative Council

- a) The Administrative Council shall be convened at intervals not greater than three and one-half years. The Secretary-General shall draw up the agenda for meetings of the Council and shall circulate it to all members not less than 30 days before each meeting.
- b) A majority of members of the Administrative Council shall constitute a Quorum of the Council.
- c) Voting shall be by a show of hands unless a secret ballot is requested, and a simple majority shall be sufficient to carry a decision. In the case of a tied vote the Chairman shall have a casting vote.
- d) The Secretary-General, or his designate, shall keep minutes of the proceedings of each meeting of the Council. Copies of the minutes shall be sent for comment to all members of the Council not later than three months after each meeting. They shall then be approved or amended by a postal or electronic mail ballot, and then signed by the President. Copies of the approved minutes shall be sent to all Delegates, the Editors, and others in attendance at meetings of the Council, and the secretaries of the Member Organisations.
- e) Between meetings, business may be conducted by postal or electronic mail.

A majority vote of the voting members of the Council shall be required for the passage of a proposal.

f) The Council may co-opt one or two persons to serve as members without voting rights for a term which shall be fixed by the Council but which shall not exceed that of an elected member.

g) The President and the Council may both invite any person or persons to attend its meetings and to speak to matters of business, without the right to vote.

h) If an elected Council member fails to attend 2 consecutive meetings of the Administrative Council without reasonable excuse, his/her position is to be declared vacant.”

Nominating Committee,

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