

IBRO BY-LAWS

SECTION A. PURPOSES AND PROGRAMME AIMS

ARTICLE I

- The object of the organization is to foster throughout the world fundamental scientific research contributing to an understanding of the nervous system. It is to develop, support, coordinate, promote and undertake scientific research and education on a global scale in all fields of neuroscience.
- IBRO shall encourage the application of progress in neuroscience for the benefit of mankind and cooperate with national, regional and international bodies whose aims are consonant with those of IBRO.
- IBRO shall contribute to the advancement of neuroscience in all aspects that involve international relations.
- IBRO shall promote international cooperation in research, publication and dissemination of knowledge in neuroscience.
- IBRO shall act as a world federation of neuroscientists and shall represent the interests of its Member Organizations in matters related to organization, international communication, and cooperation in neuroscience.

SCOPE AND MEANS

ARTICLE II

- IBRO will devote its activities to research involving the collaboration of scientists belonging to different disciplines, and to international collaboration and worldwide education in neuroscience.
- The scope of fundamental research of major concern to IBRO includes all disciplines contributing to scientific knowledge of the nervous system.
- IBRO will work through and with Member Organizations to help them in reaching their own particular objectives and will solicit their aid in advancing the objectives of IBRO.

PROGRAMME OF ACTION

ARTICLE III

- *International Congresses*
In collaboration with Societies of neuroscience throughout the world, IBRO will promote International Congresses and Meetings on

neuroscience on a recurring basis. The Governing Council shall have the supreme authority in all essential matters pertaining to the organization of IBRO Congresses.

- *Education*
IBRO will encourage training and education in neuroscience at all education levels by such means as organizing training courses, workshops, seminars and visiting lecture teams, and establishing fellowships. An emphasis will be given to world regions that are economically less favoured and where IBRO wants to particularly disseminate the importance of neuroscience.
- *Fellowships*
IBRO will promote the establishment of international fellowships, the purpose of which is to stimulate and facilitate international and interdisciplinary advanced training in the basic sciences of importance to neuroscience. Preference shall be given to young researchers seeking training in new techniques.
- *Publication and Distribution of Information*
IBRO will promote international publication and dissemination of information in neuroscience.
- *Visiting Professorships*
IBRO may designate selected individuals approved by the Executive Committee as IBRO Visiting Professors.

SECTION B. MEMBERSHIP

IBRO is composed of the following categories of members:

- Corporate Members
- Academic Members
- Supporting Members
- Honorary Members

CORPORATE MEMBERS

ARTICLE IV

A Corporate Member shall be a Neuroscience Society or Committee devoted to neuroscience or cognate discipline, a Research Council or similar scientific society. Application for Corporate Membership shall be sent to the Secretary-General and shall be accompanied by a statement of the nature of the scientific society.

Membership will be accepted by majority vote of the Executive Committee. Each Corporate Member shall pay an annual subscription to IBRO, the amount of which shall be in relation to the number of individual members of the society and in accordance with the fee categories decided by the Executive Committee.

Corporate Members of IBRO will have representatives on the Governing Council of IBRO with voting rights in relation to the size of their membership (see [ARTICLE XIII](#)).

Corporate Members shall promote among their members knowledge and active interest in the objectives and work of IBRO, and shall inform the Secretary General of IBRO of events and developments in their geographical regions that are of importance to IBRO.

ACADEMIC MEMBERS

ARTICLE V

Academic Membership is open to National Academies of Science or similar scientific societies.

The procedure for application and acceptance of Academic Members shall be the same as for Corporate Members. Each Academic Member shall have one representative on the Governing Council normally with one vote (see [ARTICLE XIII](#)). Academic Members shall be entitled to negotiate the amount of their dues.

SUPPORTING MEMBERS

ARTICLE VI

Supporting Members shall be commercial companies, foundations, research institutes or other bodies who wish to contribute to the objectives of IBRO. Membership will be obtained by invitation from the President or the Secretary General and upon recommendation of the Executive Committee. A Supporting Member shall be responsible for payment of an annual subscription to IBRO, the amount of which will be recommended by the Executive Committee to the Supporting Member. (see also Article IX).

HONORARY MEMBERS

ARTICLE VII

Individuals who have made outstanding contributions to neuroscience and to the objectives and work of IBRO, on recommendation of the Nominating Committee, may be elected Honorary Members of IBRO by a two-thirds majority of Governing Council members voting. Honorary Members shall have the rights and privileges of the other members.

RESIGNATION

ARTICLE VIII

Members of IBRO may submit their resignation by letter to the Secretariat at any time. Resignation shall become effective three months after receipt of this letter. Corporate, Academic and Supporting Members may withdraw or be required by the Executive Committee to withdraw at any

time for proper cause.

SECTION C. ADMINISTRATION

The work of IBRO shall be conducted by:

- The Governing Council
- The Executive Committee
- The Committees and other bodies set up under the provisions of the Statutes and the By-Laws

The composition and functions of these bodies are defined in the By-Laws.

COMPOSITION OF THE GOVERNING COUNCIL

ARTICLE IX

The Governing Council shall be composed of:

- President of IBRO (Chairperson)
- Representatives of Member Organizations (Corporate and Academic Members of IBRO)
- Directors of Programmes
- Liaison Officers
- Members of the Executive Committee

ELECTION PROCEDURES FOR MEMBERS OF THE GOVERNING COUNCIL

ARTICLE X

Member Organizations shall have the right upon invitation of the Secretary General to appoint members of the Governing Council with voting rights determined by the size category to which the organization belongs, as stated in ARTICLE XIII.

TERMS OF OFFICE FOR MEMBERS OF THE GOVERNING COUNCIL

ARTICLE XI

Members of the Governing Council shall serve for two years. Members with voting rights may serve for up to three consecutive terms. If a Council member should fail to complete his/her term, a substitute may be appointed by the Member Organization concerned, for the remainder of the term.

The term of Corporate and Academic Members should be decided by their own organizations.

FUNCTIONS OF THE GOVERNING COUNCIL

ARTICLE XII

The Governing Council is the governing body of IBRO. It determines the policies and programmes of IBRO and directs their implementation and conduct. The Governing Council is empowered to take all steps necessary to fulfill its function. It may enter into contracts that IBRO may lawfully make. The Governing Council may make suitable arrangements for co-operation with other organizations.

The Governing Council shall elect the following officers of IBRO:

- President
- Secretary General
- Treasurer

The Nominating Committee (see [ARTICLE XXI](#)) shall present nominations for successors to retiring officers of the Governing Council. The nominee receiving the greatest number of votes from members of the Governing Council shall be appointed.

Meetings of the Governing Council will be called by the Secretary General on behalf of the Chairperson of the Governing Council in regular intervals, usually once a year. The Secretary General will send written notice of the place and time of the meeting to all members of the Governing Council at least ninety days before the meeting. On the written request of at least six members of the Governing Council for an extraordinary meeting of the Governing Council, the Secretary General will, as quickly as possible, arrange a postal ballot of the Governing Council; if more than half is in favour, such a meeting must be held within two months of receipt of the votes.

The quorum for a meeting of the Governing Council is one-third of members with voting rights plus one. The Chairperson of the Governing Council or in his/her absence an elected Chairperson pro tempore, and the Secretary General, and the Treasurer or his/her designee must be present. If the Secretary General is unable to be present at a properly called meeting of the Governing Council, the Chairperson of the Governing Council may appoint a Secretary General pro tempore to permit the conduct of business.

Decisions will be reached by simple majority vote of members present, except for election of Honorary Members and for modifications of the Statutes and the By-Laws (see [ARTICLE XXVIII](#)) which require two-thirds majority. The same rules shall apply to postal ballot: the result shall be judged as a proportion of the number of the votes cast. With the agreement of the Chairperson and the Secretary General, the proceedings of an inquorate meeting may be ratified by means of a postal ballot in which a majority of members of the Governing Council with voting rights

approves the minutes of the meeting.

VOTING RIGHTS OF MEMBERS OF THE GOVERNING COUNCIL

ARTICLE XIII

Corporate Members of IBRO will have representatives with voting rights on the Governing Council. Voting rights will be determined by the number of members of the Corporate Member Organization, as follows:

Fewer than 100 members	1 vote
100-1999 members	2 votes
2000-2999 members	3 votes
3000-3999 members	4 votes
4000-4999 members	5 votes
plus 1 vote more for each additional 10,000 members	

Normally, a society must have a minimum of 50 individual members to qualify for affiliation with IBRO as a Corporate Member Organization.

Academic Members, such as National Academies of Science, that do not primarily represent neuroscientists shall normally each have one representative with a single vote. However, the representatives of Academic Members from regions not represented by a Corporate member Organization shall have votes in relation to the number of neuroscientists represented by the Academy or other organization, according to the formula applied to Corporate Members, but with a minimum of one vote.

The Directors of Programmes, Liaison Officers, Chairs of Congress Committee and Finance Committee and members of the Executive Committee (with the exception of the President) have no voting rights on the Governing Council, unless they are also representatives of Member Organizations with voting rights.

COMPOSITION AND APPOINTMENT OF THE EXECUTIVE COMMITTEE

ARTICLE XIV

The Executive Committee shall consist of the President, the Secretary General, the Deputy Secretary General (if appointed), the Executive Director, the Treasurer, the Senior Director of Grants, the Chairpersons of the Regional Committees and the spokesperson from Young IBRO. The Secretary General Elect and the Past Secretary General shall also be members of the Executive Committee for a period of up to one year.

Voting rights can only be exerted by the elected members of the Executive Committee which are the President, the Secretary General, the Treasurer and the Chairpersons of the Regional Committees. The Executive Director, the Deputy Secretary General (if appointed), the Senior Director of Grants and the spokesperson for Young IBRO are members of the EC but have no voting rights.

FUNCTIONS OF THE EXECUTIVE COMMITTEE

ARTICLE XV

The Secretary General or his/her designee shall serve as Chairperson of the Executive Committee. A quorum for a meeting of the Executive Committee shall be the Secretary General or his/her designee and three other members. Meetings shall be called by the Secretary General.

The Executive Committee shall meet at least once a year and may make decisions by postal ballot.

The Executive Committee shall work with the Secretary General to implement the initiatives of the Governing Council. The Executive Committee will make decisions about the acceptance of individual members and Member Organizations of IBRO and will elect Directors for the various programmes mandated by the Governing Council, and Liaison Officers with other organizations, and will receive their reports. The initial period of appointment for each of these officers will be three years but they will be eligible for re-election for a period to be determined by the Executive Committee. The Executive Committee will make temporary appointments of officers and committee members when necessary.

The Executive Committee may on the request of the Secretary General appoint a Deputy Secretary General for a term of three years.

The Executive Committee shall elect the Finance Committee and shall be empowered to establish new committees of IBRO and elect new members of these committees. Such committees shall normally have a term of three years unless reappointed by the Executive Committee.

OFFICERS OF IBRO

ARTICLE XVI

The Officers of IBRO shall be:

- The President
- The Secretary General
- The Treasurer

THE PRESIDENT

ARTICLE XVII

The President, in conjunction with the Secretary General, shall act as principal spokesman of IBRO. The President shall be the Chairperson of the meetings of the Governing Council. He/she shall be generally responsible for all matters concerning the administration of the Governing Council and shall advise the various committees about matters pertaining to their responsibilities. In collaboration with the Secretary General, he/she shall be responsible for promoting the execution of policies determined by the Governing Council and shall perform such other functions as fundraising and any other duties that may be necessary or desirable in the furtherance of the purposes of IBRO as stated in the ARTICLES of its Statutes and By-Laws.

The terms of the President shall be three years with a possibility to be re-elected for one further term.

In case of vacancy of the position of President (resignation, illness), the Secretary General will act as an Interim President until a new President is elected.

THE SECRETARY GENERAL and DEPUTY SECRETARY GENERAL

ARTICLE XVIII

The Secretary General shall be the Chief Executive Officer of IBRO and, in conjunction with the President, shall act as principal spokesman for IBRO. He/she shall preside at the meeting of the Executive Committee, act as Secretary of the Governing Council and be responsible for executing policies determined by the Governing Council and the Executive Committee. He/she shall initiate new programmes and activities of IBRO, communicate with Member Organizations, foster liaison with other scientific unions and international organizations and represent IBRO at regional and national meetings.

For the duration of her/his term, the Secretary General can propose to be assisted in his tasks by a Deputy Secretary General, who will be appointed by the Executive Committee (EC) after recommendation of the Secretary General.

The Secretary General shall serve for three years after serving for up to one year as Secretary General Elect. He/she shall not be eligible for re-election. Following the completion of his/her third year in office, the Secretary-General will continue to serve on the Executive Committee for one more year as Past Secretary General. In case of vacancy of the position of Secretary General (resignation, illness), the Treasurer will act as an Interim Secretary General until a new Secretary General is elected.

THE TREASURER

ARTICLE XIX

The Treasurer shall be the Chairperson of the Finance Committee and have the custody of IBRO funds and securities, shall oversee that within IBRO's office full and accurate account of receipts and disbursements of funds belonging to IBRO are kept and shall deposit all monies and other valuable effects in the name and to the credit of IBRO, in such depositories as may be designated by the Governing Council or the Executive Committee. He/she shall also disburse the funds of IBRO as authorized by the Executive Committee and shall render to the Governing Council and the Executive Committee at their regular meetings, or when the Governing Council or the Executive Committee so require, an account of the financial condition of IBRO.

The terms of the Treasurer shall be three years with a possibility to be re-elected for one further term.

In case of vacancy of the position of Treasurer (resignation, illness), the Secretary General will act as an Interim Treasurer until a new Treasurer is elected.

IBRO OFFICE AND THE EXECUTIVE DIRECTOR

ARTICLE XX

The Executive Director is assisting and supporting the Secretary General in all matters concerning IBRO and its administration, and directly reporting to the Secretary General.

The duties of the Executive Director shall be to assist the President and Secretary General in his/her duties with respect to IBRO's mission and to head IBRO's administration, in particular as Chief of Staff to manage and organize the staff of IBRO's office with respect to distribution of tasks and to hire new staff in close collaboration with the Secretary General, the President and representatives of the existing staff. Members of staff report to the Executive Director who is reporting to the Secretary General, and where appropriate to the Treasurer.

The Executive Director as Chief of Staff is also responsible for the correct execution of all financial transactions and reports to the Treasurer as chair of the Finance Committee on a regular basis.

The Executive Director is a non-voting member of the Executive Committee.

The Executive Director shall be hired by the Executive Committee.

SENIOR DIRECTOR OF GRANTS

ARTICLE XXI

The Senior Director of Grants is appointed for a period of three years by the President after recommendation of the Secretary General and the Executive Director, and oversees all grant programmes of IBRO and makes final decisions on the recommendations of reviewers with the exception of those which are exclusively managed by an individual regional committee. Re-appointment for another term is possible.

The Senior Director of Grants is a non-voting member of the Executive Committee.

SECTION D. COMMITTEES SET UP UNDER THE PROVISIONS OF THE STATUTES AND THE BY-LAWS

NOMINATING COMMITTEE

ARTICLE XXII

The Governing Council shall elect a Nominating Committee consisting of one member of high scientific status and a knowledge of IBRO's organization from each Regional Committee, and who at the time does not have an active role in the Regional Committee. One of the elected members shall be designated by the Governing Council to serve as Chair. Members of this committee will serve for three years, or until their successors are appointed by the Governing Council, and may be eligible for re-election.

The Nominating Committee shall propose a slate of three candidates from each regional committee for the succeeding Nominating committee, which will be elected by the Governing Council. The slate will be chosen from nominations proposed by members of the Governing Council and from other sources within IBRO.

The Nominating Committee shall be responsible for nominating candidates for President, Secretary General, Treasurer, members of the Regional Committees, and Honorary Members. Members of the Nominating Committee cannot be members of another IBRO Committee. (*Amended 12/07/2003*)

REGIONAL COMMITTEES

ARTICLE XXIII COMPOSITION AND ELECTION

To select the representatives of the Regional Committees to the Executive Committee of IBRO, each Member Organization within a Region (Corporate and Academic) may nominate up to three candidates for

consideration by IBRO's Nominating Committee. A maximum of two of the nominees may be members of the nominating Member Organization; the other nominee should be from another country in the Region or from outside the Region but with a strong demonstrable commitment to neuroscience in the Region.

Candidates shall have expressed a willingness to serve. From the entire list of candidates, the Nominating Committee shall select up to eight people to be members of the Regional Committee, subject to approval by the Governing Council of IBRO. The members of the Regional Committees approved by the Governing Council will serve for three years and can be re-elected once. Once the Regional Committees are formed, each committee will nominate its Chairperson to serve as a member of the Executive Committee of IBRO.

ADDITIONAL COMMITTEES

ARTICLE XXIV

Additional Committees may be appointed by the Executive Committee, such as:

- Finance Committee
- Communication and Publications Committee
- Young IBRO
- Advisory Board
- Advisory Ethics Committee

FINANCES AND FINANCE COMMITTEE

ARTICLE XXV

The President, the Secretary General and the Treasurer are empowered in the name of IBRO to accept bequests, subventions, grants or donations for carrying out the programmes of action of IBRO specified in [ARTICLE II](#).

A Finance Committee chaired by the Treasurer and having as members the President, Secretary General and one to three other members elected by the Executive Committee, shall be responsible for the expenditure of funds according to a budget established by the Executive Committee upon recommendation of the Treasurer. One of the one to three additional members of the Finance Committee should have a background or experience from the finance and banking area. The Executive Director is a member of this committee but without voting rights.

When funds have been given subject to restrictions or have been designated for specific purposes the Treasurer shall ensure that the monies are disbursed only for the stated purposes. At each meeting of the Governing Council, the Treasurer shall submit a financial report.

The Finance Committee will also decide on salaries, bonuses and other gratuities of the staff on the suggestion by the Executive Director. With the exclusion of the Executive Director it will also decide upon her/his salary, bonuses and gratuities.

The financing of International Congresses shall be accounted separately from the other funds of IBRO; an audit of the Congress accounts shall be conducted on the request of the Governing Council or the Executive Committee.

The fiscal year of IBRO shall commence on the first day of January and end on the thirty-first day of the following December. The proposed budget for the forthcoming fiscal year shall be prepared by the Treasurer and must be approved by the Finance Committee and the Executive Committee.

An audit of IBRO finances shall be conducted annually at the end of the fiscal year. The Executive Committee shall appoint an auditor, normally a person or corporation authorized to act as a public accountant.

COMMUNICATION AND PUBLICATIONS COMMITTEE

ARTICLE XXVI

The IBRO Communication and Publications Committee's mandate is to oversee the IBRO journals, Neuroscience and IBRO reports. Members of this Committee are the President, the Secretary General, the Treasurer, the Editor-in-Chief and the Associate Editor of the journal Neuroscience, the Editor-in-Chief of IBRO reports, and two representatives of the publisher.

YOUNG IBRO

ARTICLE XXVII

A Committee to be called Young IBRO is composed of scientists under the age of 45 in an early stage of their career as an independent principal investigator and who, preferably, are IBRO Alumni. Its general mission is to strengthen and consolidate IBRO's Alumni community into a cohesive and dynamic platform, enabling young neuroscientists in an early stage of their career to debate their views on the future of neurosciences in the different Regions of the world, and to participate in the decision-making processes of IBRO leadership, in particular in advising the Executive Committee on issues of early career scientists.

Each member organization of a Regional Committee will be asked to nominate candidates for Young IBRO who when elected are younger than 40 and heading an independent research group. From these candidates each Regional Committee elects two members and, thus, with currently

five Regional Committees, Young IBRO will have 10 members.

Members of Young IBRO will elect a spokesperson who will be a non-voting member of the Executive Committee.

Young IBRO is entitled for at least one annual meeting and should also have a budget suggested by the Finance Committee to the approving Executive Committee and administered by the IBRO Office.

ADVISORY COMMITTEES

ADVISORY BOARD

ARTICLE XXVIII

The Advisory Board should aid the Executive Committee in providing ideas for new initiatives and, in general, a strategic vision for IBRO's future role in the scientific community, as well as evaluating the ongoing program of IBRO. Most importantly it ensures that the mission and goals of the entity are maintained as per its By-laws.

The Advisory Board can have up to ten members with a three-year term and the possibility for re-election. Nominations should come from the membership, Governing Council and Executive Committee. The Chair of the Advisory Board is designated by the Executive Committee.

Some of the members should have experience of IBRO affairs and missions and have experience in running academic organizations. Given the significant assets of IBRO one or more member of the Board should have professional experience in finance and investments as well as on legal matters. While the multicultural nature of IBRO should be reflected in the Board composition, membership should be based on individual competences and not on regional representation. All efforts should be made to achieve gender balance; the Board should also include at least two members at the junior faculty level, in order to facilitate the connection with the needs of the younger generation of neuroscientists. All Board members should have achieved international reputation.

The President and Secretary General of IBRO should be members of the Board ex officio.

Members of the Advisory Board are elected by the Governing Council.

Members of the Advisory Board have no voting rights.

ADVISORY ETHICS COMMITTEE

ARTICLE XXIX

An Advisory Ethics Committee will be appointed by the Executive Committee that advises IBRO in all matters of standards of ethics and good scientific practice. In particular, it will provide advice and guidelines

for all IBRO schools, which are required to have a chapter on ethics and good scientific practice included.

OTHER COMMITTEES

ARTICLE XXX

IBRO can be a member of committees with other International Scientific Societies such as the current Global Advocacy Committee. Decisions about membership in such international committees are made by the Executive Committee.

SECTION E. MISCELLANEOUS ARTICLES

DISSOLUTION

ARTICLE XXXI

In the event of dissolution of IBRO, all assets remaining after payment of liabilities will be divided, according to a formula decided by the Executive Committee, between Member Organizations of IBRO.

POSTAL BALLOT

ARTICLE XXXII

Voting by postal ballot may be required by the Governing Council or the Executive Committee. Such postal ballot shall be conducted by the Secretary-General except in the event of a ballot for the removal of the Secretary-General, in which case it will be conducted by the Chairperson of the Governing Council.

Ballot papers shall be sent electronically by email and only in cases where such an email-address is missing by conventional postal mail to the last known address of the member appearing in the register of IBRO, at least thirty days prior to the day fixed for the counting of the vote. The vote shall be counted by two evaluators appointed by the Governing Council or the Executive Committee.

AMENDMENTS

ARTICLE XXXIII

Amendments of the STATUTES may be proposed in writing to the Chairperson of the Governing Council, who will then appoint an *ad hoc* Committee to consider and make recommendations on the changes. They may then be adopted by a two-thirds majority of individual members of IBRO voting, not less than one year after they are informed of the proposed changes.

Amendments of the BY-LAWS may be proposed by any member of the Governing Council or the Executive Committee, but before coming to vote must be considered by an *ad hoc* Committee appointed by the Executive Committee. They may then be adopted by a two-thirds majority of members of the Governing Council with voting rights.