



## Bylaws ENS Subcommittees

Subcommittees have been established to help and support the ENS Executive Committee in generating the scientific and educational programme of the annual meetings and to actively involve ENS membership in the clinical and scientific activities of the society. The final decision on the annual meeting programme is the responsibility of the ENS Executive Committee. The ENS Executive Committee will give feedback of its decisions on the programme to the chairpersons of the Subcommittees. The process of invitation of the speakers remains an Executive Committee (Chair of Education/Scientific Programme) role, however, Subcommittee suggestions will be acknowledged. The number and title of the Subcommittees may be changed by the Executive Committee.

### **Membership and Obligations in Subcommittees:**

Each ENS member can apply to become a Subcommittee member by approaching the Chairperson providing a short CV and a letter describing his clinical/research activity in the field. The chairperson will then decide on the acceptance of the application.

Subcommittees should have members from a broad range of countries. Young faculty should be encouraged to join.

Each Subcommittee elects a chairperson for a 4 year term at its annual meeting during an ENS congress. The elected Chairperson has to be approved by the ENS Executive Committee and has to be board certified. The Chairperson's term can only be renewed once for an additional 2 year term. The Chairpersons are responsible for the communication with the ENS Executive Committee about Subcommittee proposals and activities. The report should be available one month before the annual meeting of the Executive Committee. The Chairperson and further members of the Subcommittee should participate in the abstract reviewing process of their topic before each ENS congress.

Members are expected to attend the ENS annual meeting and the Subcommittee meetings every year, but at least every second year, and to contribute scientifically to the meetings. Failure to do so will terminate their Subcommittee membership. They should be ready to act as speakers or chairs in the congresses and also be ready to help with abstract reviewing. Subcommittee members should actively and promptly participate in the decision process via e-mail voting on the Subcommittee's suggestions that are coordinated by the chairperson.