

## ESE Council of Affiliated Societies (ECAS)

*Working together to support research, education and treatment of patients with hormone conditions*  
*Council Composition*

**Chair:** President of the European Society of Endocrinology

**Full members:** Nominated representative from each of the current ESE Affiliated National Societies, usually an Officer

**ECAS representative:** Nominated and voted for by the ECAS Members. The ECAS representative will hold an ex-officio position on the ESE Executive Committee.

NB. It was initially agreed that this position, in the first instance, would have a two year term. During the Executive Committee meeting held during ECE 2018 it was agreed that this should be extended from two to four years, as it was felt that longevity was important.

**Ex-officio members:** ESE Officers

**Co-opted members:** Up to 2 additional members may be co-opted for a limited period to fulfil a specific role, subject to Council approval

**Quorum:** One fifth of the full members or designated proxies

### Duration of Service

**Chair:** Co-terminous with office

**Full members:** Co-terminous with office

**Ex-officio members:** Co-terminous with office

**Co-opted members:** Usually two years, but with the option to extend to four years.

### Structure and Decisions

- The Council reports to the ESE Executive Committee through the nominated ECAS representative who holds an ex-officio position on the ESE Executive Committee.
- The National Societies reports through their nominated representative to get the necessary approvals.
- Decisions will be made by majority vote, with final ratification by the ESE Executive Committee, subject to ESE's overarching strategy.

## Meetings

At least one meeting per year, usually to be held around ECE and subject to funding.

## Remit

- To be a collaborative global network enhancing the visibility of the endocrine research, development and education that is performed in ESE's geographical area.
- To be a real presence on an international stage, through the relevant national and international bodies, with an effective and agile structure.
- To have an open forum for communications to discuss shared challenges and issues.
- To initiate, develop and implement shared projects to the benefit of endocrinology, combining resources when appropriate.
- To strengthen the benefits of Affiliated Society membership.
- To nominate candidates for ESE Honorary Membership and Special Recognition Awards.

## Rules of engagement

### Communication

- All Council members must act in the best interest of European endocrinology.
- Any potential conflicts of interest should be declared at the start of the meeting or as they arise, and the member concerned should take no part in the discussion.
- All National Societies will fully fund their member's participation in ECAS meetings.
- All Council members will actively consider supporting collaborative projects through joint funding.
- Areas of work which the group should not do need to be clearly identified.
- The group will communicate mainly through email.

### Additional notes

- An email group will be set up which can be used by the group for email discussions. Any member of the group can initiate a discussion.
- A shared area on the ESE website will be considered to facilitate joint projects and email forums.
- Council members should make every effort to attend all meetings.
- If the full member is unable to attend, they may designate a proxy, to be advised in advance of the meeting.
- All papers and minutes must be treated in strictest confidence.

ESE Team member responsibility: Scientific Programmes Manager and Director of Strategic Partnerships.