

# **EUROMECH – Internal Regulations**

## **Regulation I – Administrative seat**

Besides the legal seat as defined in the Statutes, the Society has an administrative seat, which is the place of residence of the Secretary-General.

## **Regulation II – Membership procedures**

Each member has voting rights in the Society, receives regularly information on the activities of the Society through a Newsletter, and pays an annual subscription to the Society in accordance with Article XIII. Membership terminates when a member leaves or is expelled from the Society. If a member has not paid fees for two consecutive years, the membership of that person shall be deemed to have lapsed.

## **Regulation III: Terms of Council members**

Council members are elected from a field of candidates proposed by the Nomination Committee (see Regulation VI) and approved by the General Assembly.

The regular term of an elected member, other than an officer (Article VIII), is six years without immediate re-election.

Co-opted members can serve for a maximum of three annual terms being co-opted, which can be combined in any way with a regular term requiring to be elected.

## **Regulation IV: Advisory Board membership and terms**

The Advisory Board shall comprise

- i. The Chair of the Advisory Board;
- ii. The appointed members by the Affiliated Organizations, who themselves must be members of the Society. Each Affiliated Organization (see Regulation VIII) can appoint one member for the Advisory Board.
- iii. The members appointed by the Council, who are not members of the Council. The maximum number of members appointed by the Council is equal to the number of members appointed by the Affiliated Organizations.

Each member of the Advisory Board is appointed for a single term of six years, with no immediate re-appointment.

The Advisory Board meets once a year, virtually, to discuss all practical and strategic matters of the society. A representative of the Executive Committee also participates in this annual meeting.

The Advisory Board also makes nominations in preparation of the Council Elections, see Regulation VI.

### **Regulation V: Appointment and terms of Executive Officers**

The Council appoints the executive Officers. Whenever a new Officer vacancy has to be filled, the Council proposes suggestions in the interest of diversity, quality and efficiency.

The terms of the executive officers are:

- *President*: a single term of 4 years, with annual re-appointment by the Council every year;
- *Vice-president*: a single term of 4 years, which is equally long as the term of the president in service, with annual re-appointment by the Council every year;
- *Secretary-General*: a term of 4 years, with a possible second period of 4 years, with annual re-appointment by the Council every year;
- *Treasurer*: a term of 4 years, with a possible second period of 4 years, with annual re-appointment by the Council every year.

### **Regulation VI: Elections**

Elections of the members of the Council take place every two years.

The nomination and election processes are managed by the Council. The Nomination Committee consists of the Council members, whereby the President, Secretary-General and Treasurer are excluded. A chair of this committee is appointed. The Nomination Committee:

- collects all nominations for the vacant Council positions. In doing so, the Advisory Board will also be invited to submit nominations.
- organizes the elections ballots in order to ensure that an adequate representation of different disciplines in fluid and solid mechanics is ensured, as well as the representation from different European countries or parts of Europe. Also, diversity has to be considered in this process.

- forms ballots consisting of maximum two candidates opposed (of which one is to be elected) or a single candidate non-opposed to be elected if there are insufficient candidates or if continuity of one the Executive roles needs to be ensured.
- in elections of Council members, the persons elected shall be those for whom the largest numbers of valid votes have been cast. For the elections, the voting result is considered representative if the number of valid votes cast exceeds one third of the total number of members of the Society. If the number of valid votes cast does not exceed one third of the total number of members of the Society, a second vote round will take place without restriction on the number of valid votes.

Members of the Society can nominate other members for the Council elections by submitting a nomination letter to the Secretary-General, who will pass the nomination to the Chair of the Nomination Committee. Nominations by members need to be made in the year preceding the year of the elections. The Nomination Committee assesses all nominations, selects suitable candidates and establishes the electoral lists on the basis of the vacant positions, ballots and representation arguments listed above.

#### **Regulation VII: Standing Committees**

The Society's executive work is supported by standing committees for organizing the Society's conferences (conference committees) and for deciding on the Prizes and Fellowships (Prize & Fellows committees) to be given to members who have distinguished themselves in the community through their scientific work.

The members of the Conference Committees must be members of the Society, are appointed by the Council as scientists active in mechanics, and do not need to be members of the Council.

The members of the Prize & Fellows Committees must be members or awardees of the Society. They are appointed on the basis of proven excellence and reputation in their respective fields. The members of these Committees should not be members of the Council.

#### **Regulation VIII: Affiliated Organizations**

An organization representing on a national or transnational basis a significant number of scientists within the European mechanics community may be recognized by the Council as an Affiliated Organization of the Society. Each Affiliated Organization cooperates with the Society on all matters of mutual interest. The following regions of Europe are considered to domicile a significant

number of scientists within the European mechanics community, hosting affiliated organizations.

- United Kingdom, Ireland
- Benelux countries
- France
- Spain
- Portugal
- Nordic and Baltic countries
- Germany
- Switzerland, Austria
- Italy
- Central Europe (Poland, Czech Republic, Slovak Republic, Hungary)
- Eastern Europe (Romania, Bulgaria, Belarus, Ukraine)
- Southern Europe and Balkan countries
- Russia

This list may be revised if it appears that at a certain time, a non-listed country or group of countries represents a substantial number of scientists active in mechanics. Likewise, countries with an underrepresented number of active scientists may be removed.

In general, one member of the Advisory Board in (Regulation III, Category ii) will be appointed by the Affiliated Organizations in each of these regions, each appointment to be subject to the agreement of the Affiliated Organizations in the region concerned. If no such agreement can be reached, the Council will decide the appointment on the basis of proposals made by the Affiliated Organizations of that region.

#### **Regulation IX: Financial matters**

The annual contributions of Affiliated Organizations are determined by negotiations between the Council and the Affiliated Organizations.

#### **Regulation X: General Assembly meetings**

As stated in Article 8 of the Statutes, a regular General Assembly (GA) will be held each year. To organize this General Assembly, the following regulations apply:

- The date and time for the GA will be announced at least 3 months in advance on the EUROMECH website and in the EUROMECH newsletter.
- Members of the Society can propose agenda points to the Secretary-General up to 2 months before the GA meeting.

- The agenda of the GA will be finalized and shared 1 month in advance with all members via the EUROMECH website.
- The GA can be a physical meeting (usually combined with a conference) or online.
- Minutes of the GA will be shared with all members via the EUROMECH website.

#### **Regulation XI: Changes to the Internal Regulations**

Revisions or changes of the Internal Regulations can be made on proposal of the Council. These changes need to be approved by the General Assembly for which the necessary majority shall be two thirds of the valid votes cast in a General Assembly meeting.