

**Proposed Bylaw amendments  
For consideration at ISCFs XIIth International Congress  
Business Meeting  
August 24<sup>th</sup>, 2007, Salvador, Brazil**

We propose the following amendments to the Bylaws of ***the International Society of Craniofacial Surgery***, in view of:

- harmonizing the different successive “layers” of modifications performed earlier about memberships and officers, and giving coherence to the entire content
- removing the age limit of 65 for active membership and rather introducing the concept of retirement which maybe at a variable age.
- Proposing exclusive on line correspondance by electronic mailing in order to match with today’s habits.

The **modifications** proposed are in **BOLD**

*Signed and submitted by : Tony Wolfe, Steven Wall and Eric Arnaud.*

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**ARTICLE II  
Membership**

**Section 5. Active Members**

**B. Rights and Duties: Active Members**

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**Amendment proposal #1**

*(present text)*: 3. after **age 65** they shall not be required to pay dues or attend meetings. However, they shall pay a registration fee in the amount determined by the Council for meetings which they attend.

***(to be replaced by)***:

3. after **retirement from active practice** they shall not be required to pay dues or attend meetings. However, they shall pay a registration fee in the amount determined by the Council for meetings which they attend. **They may become Life members (see Article II, section 11A for application)**

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**Section 6. Associate Members**

**A. Qualifications: Associate Members**

1. shall be individuals who have contributed to the understanding and/or treatment of disorders of the craniofacial region. They need not necessarily be actively engaged in the practice of craniofacial surgery. However, in many instances membership in this category will be considered a necessary step before becoming an active member.

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**Amendment proposal # 2**

***(New text to include):***

- 2. Surgical candidates shall be legally qualified, practicing surgeons who:**
  - a. have had at least six months training in craniofacial surgery at a program recognized by the Society.**
  - b. have submitted a list of craniofacial operations with the operative reports performed in the previous two years.**
  - c. have submitted a list of the members of their clinical craniofacial team.**
  - d. shall be an active member of a major medical specialty society serving this specialty in their respective country.**
  - e. Submit a list of publications and scientific contributions including full CV.**
  - f. membership is not restricted to citizens of any specific country.**
  - g. under exceptional circumstances, some of the above requirements may be waived by the Officers and Council.**

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**B. Rights and Duties: Associate Members**

**Amendment proposal # 3**

***(present text):*** 5. after **age 65**, they shall not be required to pay dues or attend meetings. However, they shall pay registration fees in the amount determined by the Officers and Council for meetings they attend.

***(to be replaced by):*** 5. after **retirement from practice** they shall not be required to pay dues or attend meetings. However, they shall pay a registration fee in the amount determined by the Council for meetings which they attend. **They may become Life members (see Article II, section 11A for application)**

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**Section 7. Corresponding Members**

- A. This category shall be reserved for those individuals who are members of a craniofacial team but are not involved in surgery.
- B. Rights and Duties are identical to those described for associate members in Article II Section 6B.

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**Amendment proposal # 4**

**(new text to include):**

**C. In many instances, membership in this category might be considered as a preliminary step before applying for research membership or craniofacial orthodontist membership.**

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**Section 8. Honorary Members**

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**Amendment proposal # 5**

**(new text to include):**

**B. Shall be sponsored by two Active members after favourable approval of candidacy by both Officers Council and Past-presidents Council (Majority)**

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**Section 9. Research Members**

Members shall be individuals who have contributed to craniofacial research in the field of craniofacial biology including orthodontics morphology, genetics, therapeutics, anthropology or related disciplines.

**A. Qualifications: Research Members**

1. shall be legally qualified according to the following standards indicative of a serious interest in craniofacial research.
2. shall hold a Ph.D., M.D., D.V.M., D.D.S., or D.O. degree or other advanced academic degrees in a field related to craniofacial research
3. shall have published at least 2 research papers on craniofacial biology or craniofacial surgery.

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**Amendment proposal # 6**

**(present text):**

4. membership is not restricted to citizens of any specific country

5. under exceptional circumstances, the Officers and Council may waive the above requirements.

**(to be replaced by):**

**4. shall have presented a paper or a poster at least at 2 previous ISCFs meetings**

**5. previously 4. (unchanged)**

**6. previously 5. (unchanged)**

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**Section 10. Craniofacial Orthodontic Members**

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**Amendment proposal # 7**

(present text): 8. shall be an active member of a major **medical** society in their country

**(to be replaced by):** 8 shall be an active member of a major **orthodontics** society in their country

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**Section 11. Life Membership**

A. Members who are retired from active practice may be transferred to this category upon application to the Secretary-Treasurer of the Society.

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**Amendment proposal # 8**

(present text):

B. Life members may have previously been **active, associate, or corresponding.**

**(to be replaced by):**

B. Life members may have previously been **of any membership category.**

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**Section 12. Election of Members**

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**Amendment proposal # 9**

(present text):

A. Active, Associate, and **Honorary** Members

1. a candidate for Active, Associate or **Honorary** membership must be sponsored by at least two active members.
2. an active member cannot be primary sponsor for more than one candidate for new membership in any biennial meeting.
3. each candidate must submit the following to the Secretary-Treasurer
  - a. a completed application **signed by the sponsors**
  - b. copies of operative reports of all craniofacial procedures performed in the 24 months immediately preceding the date of the application
  - c. a list of clinical team members
  - d. a list of publications and scientific contributions including full curriculum vitae
4. the Council and Offices shall consider nominations for membership at the Executive Meeting.
5. the voting members attending the Business Meeting shall vote by ballot on the nominees and a three-quarter affirmation vote of those present shall elect.

**(to be replaced by):**

A. Active **and** Associate Members

1. a candidate for Active or Associate membership must be sponsored by at least two active members.
2. an active member cannot be primary sponsor for more than one candidate for new membership in any biennial meeting.
3. each candidate must submit the following to the Secretary-Treasurer
  - a. a completed application
  - b. copies of operative reports of all craniofacial procedures performed in the 24 months immediately preceding the date of the application
  - c. a list of clinical team members
  - d. a list of publications and scientific contributions including complete curriculum vitae
  - e. **a certificate of a six months fellowship in a recognized training program**
  - f. **a letter of sponsorship from two active members**
  - g. **a certificate of membership in the major national society of his country**
  - h. **must have been in active craniofacial practice for 5 years in case of active membership**
6. the Council and Officers shall consider nominations for membership at the Executive Meeting.
7. the voting members attending the Business Meeting shall vote by ballot on the nominees and a three-quarter affirmation vote of those present shall be required for election.

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**B. Research members:**

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**Amendment proposal # 10**

**(new text to be included):**

**4. the voting members attending the Business Meeting shall vote by ballot on the nominees and a three-quarter affirmation vote of those present shall be required for election.**

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**Amendment proposal #11**

**(new text to be included):**

**C. Craniofacial orthodontics Members:**

- 1. Each candidate must submit to secretary-Treasurer:
  - a. A completed application**
  - b. A certification of accredited training as an orthodontist (DDS, DMD, or other advanced academic degree related to the field of orthodontics)**
  - c. A list of publication including complete CV with at least 2 research papers related to craniofacial orthodontics**
  - d. Must have been in active practice in craniofacial orthodontics for a minimum of 5 years**
  - e. A list of orthognathic and craniofacial cases which they treated in the previous 2 years**
  - f. A list of the craniofacial team members**
  - g. Two letters of recommendation from members of the society, one of them being a craniofacial orthodontist and one from the director of their craniofacial team**
  - h. A certification of active membership of the major orthodontic society in their country****
- 2.. the Council and Officers shall consider nominations for membership at the Executive Meeting.**
- 3. The voting members attending the Business Meeting shall vote by ballot on the nominees and a three-quarter affirmation vote of those present shall be required for election.**

**D. Corresponding members**

- 1. A candidate for corresponding membership must be sponsored by at least two active members.**
- 2. an active member cannot be primary sponsor for more than one candidate for new membership in any biennial meeting.**
- 3. each candidate must submit the following to the Secretary-Treasurer**

- a. a completed application
- b. a list of the clinical craniofacial team members
- c. a list of publications and scientific contributions including complete curriculum vitae
- 4. the Council and Officers shall consider nominations for membership at the Executive Meeting.
- 5. the voting members attending the Business Meeting shall vote by ballot on the nominees and a three-quarter affirmation vote of those present shall be required for election.

**E. Honorary members**

- 1. Candidacy for Honorary membership must be proposed and sponsored by two Active members.
- 2. Prior to being submitted to general vote at Business meeting Assembly, the proposal must be confirmed by both Officers or past-president Councils (Majority).
- 3. the voting members attending the Business Meeting shall vote by ballot on the nominees and a three-quarter affirmation vote of those present shall be required for election.

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**ARTICLE III  
 Officers and Duties**

**Amendment proposal # 12**

(present text): B. The Secretary-Treasurer.....

**(to be replaced by):**

**B. The Vice-president**

- 1. shall provide back-up for any matter that the president might need assistance for.
- 2. shall chair the nominating committee in order to avoid any conflict of interest for another member, on the nominating committee. He may be assisted in this task by the president or the past-presidents council.

**C. The Secretary-Treasurer (content of the previous B paragraph unchanged)**

**D. The Council (content of the previous C paragraph unchanged)**

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**ARTICLE XI  
 Amendments**

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**Amendment proposal # 12**

(present text):

**Section 2.** The Secretary-Treasurer must notify the voting members by **mail** of the proposed amendment at least two months prior to the next Biennial Meeting

**(to be replaced by):**

**Section 2.** The Secretary-Treasurer must notify the voting members by **electronic mail** of **any** proposed amendment at least two months prior to the next Biennial Meeting. **The proposed amendments will also be posted on the website two months before the business meeting.**

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