

# ESCM *European Society for Composite Materials*

## THE CONSTITUTION

### PREAMBLE

The subject of this Constitution, the European Society for Composite Materials (ESCM), continues along the lines of the EACM (European Association of Composite Materials), founded in 1985. During 13 years, EACM, operating from Bordeaux, served the European composites community by organizing the now well established ECCM-conferences, and by a series of other initiatives. In 1996, the Standing Committee of EACM made an agreement with the Institute of Materials, in order to create a follow-up organization, and EACM ceased to exist as an organization under the French law. In June 1997, a Provisional Council, composed of the previous EACM Council, completed by a number of well-known experts from the European composites community, gathered in London to discuss the transition from EACM to the new organization. General guidelines were agreed upon, a Provisional Executive Committee, and a Provisional President were elected. They were given the task to propose a new Constitution and Regulations, and to prepare the foundation of the new organization. After a series of meetings in the period September 1997 till March 1998, and after consultation of the Provisional Council in April 1998, the Constitution and Regulations of the new organization, called ESCM, were presented for approval to the (Provisional) General Assembly during ECCM-8 in Naples (Italy) in June 1998. This (Provisional) General Assembly was constituted of all Europeans, registered at ECCM-8. Upon approval of the Constitution and Regulations, the (Provisional) General Assembly also elected the first Council of ESCM. In 2016, during ECCM17, the regulations were updated to further improve the way in which ESCM is working. Additional modifications were proposed and ratified during ECCM21.

ESCM is a new organization, building on the past and preparing for the future. ESCM wants to acknowledge the important role of the "founding fathers" of EACM (Antony Kelly, Antony Bunsell, Hans Lilholt, Ignazio Crivelli-Visconti, Karl Schulte and Albert Massiah) by attributing them the lifelong title of Honorary Members.

### **ARTICLE 1 - NAME and DURATION**

- 1.1 The name of the organization is the European Society for Composite Materials. The initials, ESCM, may be used as an abbreviated designation for the organization.
- 1.2 The society is founded for an indefinite period of time.

### **ARTICLE 2 - OBJECTIVES**

The society is a European, non-governmental, non-profit scientific and engineering organization with the following objectives:

- 2.1 To encourage the free interchange of information on all those aspects related to composite materials which are of interest to the scientific and engineering community.
- 2.2 To provide a Europe-wide forum for the discussion of such topics, e.g. by organizing the ECCM

- (European Conference on Composite Materials) and more specialized symposia related to composites.
- 2.3 To guide and foster the understanding and utilization of the science and technology of composite materials.
  - 2.4 To promote European co-operation in the study of topics in composite materials science and technology.
  - 2.5 To promote liaison with engineering and scientific bodies throughout Europe with similar aims and to serve as a facilitator for communication between such bodies.
  - 2.6 To foster an environment for timely and cost-effective research, development and implementation of advanced technology in composites.
  - 2.7 To encourage the education of young specialists in the disciplines supporting composite materials science and technology.
  - 2.8 To recognize individuals of outstanding achievement in the science, technology, engineering, and application of composite materials.

### ARTICLE 3 - MEMBERSHIP

The ESCM is an association of individuals from all nations in Europe, with established interests and contributions in the field of composite materials, who share the objectives in Article 2 of this Constitution.

- 3.1 ESCM has:
  - Individual Members from European Countries.
  - Honorary Members.
  - Associated Members from non-European Countries.
- 3.2 Any researcher affiliated at a European Institution (Institution in a country that, full or partially, belong geographically in Europe) , shall be eligible for membership in the ESCM and participation in its activities and its decisions. The admission of new members is regulated by Article 1 of the Regulations.
- 3.3 Individuals of the type described in the preamble of this article and who are not members of a European nation may become Associated Members of ESCM. Associated Members, although eligible to vote at the General Assembly, are not eligible for election to the Council or to serve as officers to ESCM.
- 3.4 Individuals who have made significant personal contributions to the objectives of ESCM may be elected as Honorary Members by majority vote of the Council. Such individuals shall carry the title of "Fellow of ESCM".
- 3.5 Members and Honorary Members of the ESCM are entitled:
  - a) to participate in all the activities of the ESCM;
  - b) to attend the General Assembly meetings;
  - c) to become a member of the Council and Executive Committee;
  - d) to become an officer of the ESCM;
  - e) to submit proposals to the Council to host an ESCM Conference.
- 3.6 There is no limit on the number of Members from any given nation.
- 3.7 Each membership lasts for an ECCM-cycle, or simply "a cycle", defined as the period of time between the start of one ECCM-conference till the start of the next one.

## ARTICLE 4 - ORGANIZATION

- 4.1 The general organization of the ESCM shall consist of the following principal components:
- The General Assembly (art. 5)
  - The Council (art. 6)
  - The Executive Committee (art. 7)
  - The Officers (art. 8)
  - The Organizing Committee for ECCM-n (art. 9)
- 4.2 The Organizing Committee for ECCM-n is the body responsible for organizing an ECCM Conference in consult with the Officers and Council of the ESCM.

## ARTICLE 5 -THE GENERAL ASSEMBLY

Membership of the General Assembly shall be open to all Individual and Honorary Members as defined in Article 3 of this constitution. The General Assembly shall meet at least once at each ECCM Conference to conduct the business defined in the Regulations Article 6. All Individual and Honorary members of the ESCM are eligible to participate in and vote at the General Assembly.

## ARTICLE 6 - MEMBERSHIP OF THE COUNCIL

- 6.1 The Council is the supreme governing body of the ESCM. It has the power to expend ESCM funds and the authority to interpret the Constitution and Regulations and to transact all business of the ESCM not otherwise provided for specifically in the Constitution and Regulations. The Council shall consist of the Officers of the ESCM (President, Vice-President, Secretary, Past President, Treasurers), along with elected, co-opted, and *ex officio* members. The total membership on the Council shall not be more than 35.
- 6.2 The Chair of an ECCM Conference Organizing Committee shall serve as an *ex officio* member of the Council for two ECCM cycles: the one immediately preceding that ECCM and the one immediately following that ECCM
- 6.3 In each cycle, ten new members of the Council are elected by majority vote of the General Assembly from nominations provided by the membership from the membership.
- 6.4 The Council may elect, by majority vote, up to five other members of the Council, after other elections have taken place, to provide better balance amongst various e.g. different composite technologies, different countries, universities/industry/government.
- 6.5 Unless otherwise specified, elected members of the Council shall serve a term of two ECCM cycles. They may offer themselves for election for one further term after which they must stand down for at least one term.

## ARTICLE 7 - THE EXECUTIVE COMMITTEE

- 7.1 The Executive Committee is a subset of the Council consisting of the President, Vice-President(s), Past President, Secretary, Treasurers, along with 5 elected members (the executive committee members), between meetings of the Council and the General Assembly, to conduct the day-to-day business of the ESCM. In the case where the Council cannot be convened in sufficient time (physical or virtual meeting), the Executive Committee can act with authority for the ESCM.
- 7.2 In each cycle, the 5 elected members of the Executive Committee are elected by majority vote of the Council from nominations provided by the Council membership from the Council membership.

7.3 Each elected member shall serve for the duration of his term as a member of the Council.

## **ARTICLE 8 - OFFICERS**

8.1 The officers are the President, the Secretary, the Digital Officers and the Treasurer(s), the immediate Past President, the Vice President(s).

8.2 The terms of office of the officers is defined as the time period from the end of one ECCM Conference to the end of the next ECCM Conference.

8.3 The President, Secretary, 2-3 Treasurers, 2 Digital Officers and Vice President are elected by majority vote of the Council from nominees from and by the membership of the Council.

8.5 The immediate Past President shall be the President of the previous ECCM cycle. In the case that the President is reelected to the office of President, the current immediate Past President shall continue to fill that office.

8.6 In the case that an officer becomes unable to carry out the duties of the office during the term of office, that officer may be replaced by the Council.

8.7 All officers may be reelected once to office. After at least one term of absence, they are re-eligible.

## **ARTICLE 9 - THE CONFERENCE ORGANIZING COMMITTEE**

9.1 There shall be a Conference Organizing Committee for each ECCM Conference.

9.2 The ECCM bids will be presented to the ESCM Council two cycles prior to the time of that ECCM Conference. The ECCM bids will be presented in the ESCM meeting of the new Council of the ECCM Conference taking place two cycles prior to the ECCM to be elected. The ECCM bids will include the Chair, vice-Chair, the rest of the Conference Organizing Committee and all the information (place, date, conference fees,...) required by the ESCM council. The ESCM Council will vote and select the ECCM location. The ESCM President will propose to the Council the voting procedure.

9.3 The General Members of the Conference Organizing Committee shall be appointed by the Chair of that Committee.

9.4 The Chair, Vice Chairs, and General Members of an ECCM Conference Organizing Committee shall serve from the time of their election until sometime after that ECCM Conference as determined by the Chair of that Committee. Such time shall depend upon the point when the business of that particular ECCM Conference has been completed.

## **ARTICLE 10 - AMENDMENTS to the CONSTITUTION**

The Constitution may be amended according to the following procedure:

10.1 Any member of the ESCM may propose an amendment to the Council.

10.2 The Council must approve the amendment, or make changes before approval, by a positive vote of two-thirds of the members voting. Any changes to the Constitution must be discussed (if applicable) with the institution hosting ESCM, and with which ESCM has made an agreement for administrative and organizational matters, in order to ensure that the amendments do not contravene the ESCM's

incorporation within the legal framework of this institution.

- 10.3 The approved amendment is put before to the General Assembly and is ratified by a positive vote of two-thirds of the members voting.
- 10.4 All amendments shall, unless otherwise provided therein, take effect immediately upon such approval.

## **ARTICLE 11 - DISSOLUTION**

- 11.1 The ESCM shall be dissolved only with the approval of two-thirds of the entire Council. If possible, the approval must be ratified by a two-thirds vote of the General Assembly.
- 11.2 Any assets remaining in the General Fund after the discharge of all obligations shall be offered and transferred to an international institution or organization which is accepted as devoted to the objectives of the ESCM, upon approval by the Council. If transfer to such an institution or organization cannot be accomplished, then transfer shall be made to any international institution devoted to scientific research as may be designated by the Council.
- 11.3 The Council, and ultimately the President as chair of the Council, shall be responsible for the winding up of the affairs of the ESCM.

## THE REGULATIONS

### **ARTICLE 1 - ADMISSION of NEW MEMBERS**

- 1.1 Any person attending an ECCM Conference will become automatically an ESCM member until the next ECCM Conference (which usually take place biennially) upon payment of the Membership Fee, which will be included in the ECCM Conference Fee. Members that do not attend the ECCM Conference but want to maintain the condition of ESCM member, can pay the ESCM fee by means of the ECCM organization.
- 1.2 Each ECCM Organizing Committee will provide to the secretary of the ESCM Council the list of participants to that ECCM Conference (in agreement with the GDPR regulations), as they become members of the ESCM for the period of one cycle (typically two years) until the celebration of the next ECCM Conference, and a list of people who have additionally registered as ESCM-members during that cycle (but did not participate at the ECCM-conference of that cycle).

### **ARTICLE 2 - TERMINATION of MEMBERSHIP AND PARTICIPATION**

The Membership terminates:

- 2.1 On non-payment of the Membership Fee.
- 2.2 On the death of the Member.
- 2.3 By written notice by an Individual Member or Associated Member to the Council.

### **ARTICLE 3 - CONDUCT of the COUNCIL**

- 3.1 The Council shall meet at each ECCM Conference: normally twice, unless otherwise specified by the Council. The President of the ESCM shall chair such meetings. At these meetings, the Secretary shall present a written report, for approval by the Council, dealing with all activities of the ESCM since the last such meeting. The Secretary will notify all members of the Council the place and date of any meeting with sufficient anticipation.
- 3.3 Votes of the Council may be taken in a regularly scheduled business meeting of the Council. The President or any Member can also ask for a vote by electronic mail, telephone conference, or regular mail. The vote will only be executed if 2/3 of the Members agree to participate.
- 3.4 A quorum of the Council is defined as the number present at any regularly scheduled business meeting of the Council or a majority of the Council if a vote is held by electronic mail, telephone or video conference, or regular mail.
- 3.5 All decisions of the Council shall be taken by simple majority of the members voting unless otherwise specified in the Constitution and Regulations of the ESCM. In the event of a tie, the President shall cast the deciding vote.

### **ARTICLE 4 - CONDUCT of the EXECUTIVE COMMITTEE**

- 4.1 The Executive Committee can act with authority for the ESCM in the case where the Council cannot be convened in sufficient time by telephone, telefax, electronic mail, or regular mail.

- 4.2 The President of the ESCM is responsible for interacting with the Executive Committee. A majority of all members of the Executive Committee must agree that the Executive Committee cannot be convened in sufficient time in order to act with authority for the ESCM.
- 4.3 The Executive Committee normally will meet twice per ECCM Conference (e.g. once on the day preceding the Conference, and once on the last day of the Conference).
- 4.5 All decisions of the Executive Committee shall be taken by simple majority of all members of the Executive Committee. In the event of a tie, the President shall cast the deciding vote.
- 4.6 Voting may be done by a show of hands or by a secret ballot.

## **ARTICLE 5 - CONDUCT of the GENERAL ASSEMBLY**

- 5.1 The General Assembly shall be held once per ECCM Conference (eg. on the second day of that Conference). Any change in the day of the meeting shall be determined so that it is included in the final programme of that Conference. The President of the ESCM shall chair such meetings. Key activities of the ESCM since the last General Assembly shall be summarized by the Secretary.
- 5.2 A quorum of the ESCM at the General Assembly is defined as the number present at any regularly scheduled General Assembly.
- 5.3 All decisions of the General Assembly shall be taken by simple majority of the members voting unless otherwise specified in the Constitution and By-Laws of the ESCM. In the event of a tie, the President shall cast the deciding vote.
- 5.4 Nominations for election of the Council have to be submitted to the Secretary the latest at 12:00 noon of the day of the General Assembly at the ECCM Conference. The Executive Committee will screen the names.
- 5.5 Any Individual and Honorary Member of the ESCM shall be eligible to cast individual votes.
- 5.6 Voting may be done by a show of hands or by a secret ballot.

## **ARTICLE 6 - DUTIES of the GENERAL ASSEMBLY**

The General Assembly shall:

- a. Elect the Council Members of the ESCM;
- b. Ratify changes to the Constitution and By-Laws of the ESCM;
- c. Make other decisions as called for by the operating rules of the ESCM.

## **ARTICLE 7 - DUTIES of the COUNCIL**

The Council shall:

- a. Aid the Principal Officers as appropriate in the general care and supervision over the affairs of the ESCM;
- b. Make recommendations to change the Constitution of the ESCM to the General Assembly;
- c. Decide on suspension and expulsion of members of the ESCM as recommended by the Council;
- d. Supervise the adherence to the Constitution, Regulations and other Operating Rules and Guidelines of the ESCM. Assure that all conduct of the Members, Committees, Officers, and meetings of the ESCM is according to the Constitution, By-Laws, and other operating rules and guidelines of the ESCM.
- e. Elect the ESCM Officers (President, Vice-President, Secretary, Treasurers, Digital Officers) and the Executive Committee Members;

- f. Assure that a balance amongst various interests are properly represented on the Council by cooption of members of the Council as specified in the Constitution.
- g. Form a voting committee to oversee the voting at the General Assembly at each ECCM Conference;
- h. Appoint successors to complete terms of officers of the ESCM or members of the Council who are unable to complete their term. This is subject to the provision of Article 9.4 of the By-Laws stipulating that the Vice President will succeed the President in such an event;
- i. Be responsible for recognizing those individuals who have made significant contributions to the objectives of the ESCM through awards as nominated by the Awards Committee;
- k. Decide on the venue of the one-after-next ECCM-Conference, by electing the Chair of the Conference Organising Committee.
- l. Determine how ESCM funds are to be expended subject to the rules of the ESCM;

## **ARTICLE 8 - DUTIES of the EXECUTIVE COMMITTEE**

The Executive Committee shall:

- a. Act as a forum for intermediate consulting to and discussions with the officers;
- b. Examine the nominations for Officers, Executive Committee and Council Members;
- c. Prepare the Council Meetings, and prepare the decisions to be taken during these Council Meetings by drafting documented proposals.
- d. Screen all bids to host future ECCM Conferences and forward these for election by the Council;
- e. Create ad hoc committees to study specific questions falling within the overall interests and activities of the ESCM, and to examine ways to further the objectives of the society. Any recommendations arising from such studies shall be referred to the Council.

## **ARTICLE 9 - DUTIES of the OFFICERS**

9.1 The President shall:

- a. Convene and preside at all meetings and the Executive Committee, Council, and General Assembly;
- b. Exercise general care and supervision over the affairs of the ESCM subject to the direction and approval of the Council and in line with the Constitution, By-Laws, and other operating rules and guidelines of the ESCM;
- c. Represent the ESCM and Council in all public ceremonies or events as called for in Article 9.0;
- d. Not act with voting power except in the case of a tie vote;
- e. Appoint committees as called for in Article 8.0;
- f. Be the chief liaison with ECCM Conference Organizing Committees and to lead the Council in assisting these Committees;
- g. Interpret all ESCM issues between ESCM meetings and seek the advice of the Executive Committee as appropriate.

9.2 The Secretary shall,

- a. Work closely with the President to help exercise general care and supervision over the affairs of the ESCM;
- b. Take and distribute minutes of all the meetings of the Executive Committee, Council, and General Assembly;
- c. Act as the depositor of information and maintain a chronology of the affairs of the ESCM including a record of all formal activities;
- d. Supervise the Web page for the ESCM;
- e. Maintain membership lists for the Council and the Executive Committee;
- f. Prepare a written report, for approval of the Council, of the activities of the ESCM between meetings of the Council as defined in Article 4.1 of these By-Laws;
- g. Present a summary of key activities of the ESCM since the previous General Assembly to the General



- Assembly;
- i. Be responsible for the smooth transfer of all necessary information to the next ESCM Secretary.
- 9.3 The Treasurers shall,
- a. Take care of the financial matters of ESCM
  - b. Report on the financial status of the ESCM to the Council meeting at each ECCM Conference.
- 9.4 The Digital Officers shall,
- a. Serve as the contact person for the communication with the company maintaining the ESCM website
  - b. Ensure the ESCM website is up-to-date by managing the content
  - c. Coordinate with ECCM Organizers to advertise the conference on ESCM pages on social media
- 9.5 The Past President shall advise the President and help assure continuity in the affairs of the ESCM.
- 9.6 The Vice President:
- a. Shall be responsible to the President and shall deputise for the President;
  - b. In the event of the President being unable to perform the duties of the President for any reason before the end of that ESCM cycle, the Vice-President shall serve as President until the next election or until the President can again resume the duties of the office;
  - c. Shall become the next President, unless otherwise decided.

## **ARTICLE 10 - AUTHORITY to REPRESENT the ESCM**

- 10.1 The President, the Vice President, the Treasurer and the Secretary shall have the sole authority to sign documents and letters on behalf of the ESCM and the Executive Committee; this task can be delegated to other ESCM-Officers.
- 10.2 Formal commitment of the ESCM can only be made after approval by the Council. Such document must contain the signature of the President and one of the following two officers: The Vice President and the Secretary.
- 10.3 The President or a delegate appointed by the President shall represent the ESCM on committees or other organizations dealing with matters of common interest to this and other organizations.
- 10.4 The President shall act as official representative of the ESCM at affairs such as meetings, inaugurations, and dedications as necessary. The President may also appoint a delegate to act in the place of the President. Upon recommendation of the President, the Executive Committee will determine any expense allowance for such official representations.

## **ARTICLE 11 - FINANCES**

- 11.1 All financial decisions of the ESCM shall be made by the Council.
- 11.2 The financial affairs of the ESCM shall be kept by the Treasurer(s).
- 11.3 A report of the financial transactions and status of the ESCM shall be made at the Council Meeting at each ECCM Conference by the Treasurer(s) responsible for the ESCM accounts.
- 11.4 ESCM has one major source-of income: the membership fees. Additional funds are being applied for at European and national public funding sources, the composites industry, ... . Currently the ESCM membership fee is set to 30 € for senior members, and 15 € for PhD students. The fees can be updated after discussion in the council of each conference and new fees can be applied to the next cycle.

11.5. The Treasurer-is taking care of responsibilities related to the ESCM finances (accounting).

11.6 The financial calendar of the ESCM coincides with the calendar-year.

## **ARTICLE 12 - MEANS**

The organization seeks to attain its objectives by organizing conferences and meetings, sponsoring international publications, recognizing individuals through awards, and by any other legal means which are conducive to the objectives of the organization.

## **ARTICLE 13 - CONDUCT of CONFERENCES**

- 13.1 A European Conference on Composite Materials will be arranged through the efforts of the ESCM every two years. In the event that at some future date circumstances dictate that the frequency of these Conferences be changed, the General Assembly at its regular meeting during each Conference may, in determining the date and location for the subsequent Conference, deviate from this rule as deemed desirable.
- 13.2 Conferences will be held, by invitation, in one of the European countries. Such conferences are referred to as ECCM-n where n is a number designating the meeting in sequence from the first held in 1985
- 13.3 The objects of the European Conferences are to encourage eminent scientists and engineers to present and discuss papers concerned with the most important topics of current interest in all fields of composite materials science and technology; to provide a forum for free interchange and discussion; and to provide an opportunity for the presentation for plenary papers of general interest to be delivered by recognized international experts in the field.
- 13.4 With respect to all ECCM Conferences, the Conference Organizing Committee in the host country is expected to undertake the efforts involved in the organization of the Conference, acting in the capacity of the Agent of ECCM, with proper consultation with the President of the ESCM in concert with the Council, adherence to the Constitution and By-Laws of the ESCM, and guided by the guidelines of the ESCM. The Conference Organizing Committee is in anyway responsible for the scientific and technological aspects of the ECCM.
- 13.5 The practical organization and full financial responsibility will be delegated to the ECCM Organizing Committee. The Conference Organizing Committee will receive from the ESCM Council all necessary information like membership lists, data bases.
- 13.6 ESCM members should be granted a substantial reduction on the normal registration fee, higher than the reduction granted to any other memberships.
- 13.7 No other conferences may be organized or publications issued with the name or implied endorsement of ESCM without the approval of the Executive Committee.

## **ARTICLE 14 SELECTION of CONFERENCE SITES**

- 14.1 In selecting the conference sites, a fair regional spreading throughout Europe will be aimed at.
- 14.2 Any member of ESCM can propose to organize an ECCM conference by a formal letter to the President.
- 14.3 The proposal must contain at least the following elements:
- a. Venue;

- b. Chair, vice-Chair and the Conference Organizing Committee;
- c. Principles of organization.
- d. A provisional budget and indication of registration and accommodation charges.

14.4 The Conference Organizing Committee, and hence the conference venue, are elected by simple majority vote by the Council, two cycles before the conference will be held.

## **ARTICLE 15 AWARDS**

ECCM Awards to distinguish scientific careers in composites, or young researchers, or young students, or any other initiative to recognize merits in the fields of Composites must be approved by the Council of ESCM.

## **ARTICLE 16 - OFFICIAL LANGUAGE**

The English language shall be the official language of the ESCM.

## **ARTICLE 17 - CHANGES TO THE BY-LAWS**

The By-Laws may be changed according to the following procedure:

- 18.1 Any member of the ESCM may propose a change to the Council.
- 18.2 The Council must approve the change, or make alterations before approval, by a positive vote of two-thirds of the members voting.
- 18.3 The approved change is proposed to the General Assembly and is ratified by a simple majority of the members voting.
- 18.4 A proposed change not ratified by the Council may be brought to the General Assembly upon petition of fifty members of ESCM. In such case, approval of the change requires a positive vote of two-thirds of the members voting.
- 18.5 All changes shall, unless otherwise provided therein, take effect immediately upon such approval.