

Constitution of AIME Board

Written by Carlo Combi

Wednesday, 21 April 2010 15:12 - Last Updated Wednesday, 21 April 2010 15:24

Verona, July 2009

Constitution of the AIME Board

1.

AIME stands for Artificial Intelligence in Medicine.

2.

The purpose of the AIME Board is to organise the AIME Conference and to make decisions on related matters.

3.

The Board shall have a Chair and a Vice-Chair.

4.

If it is necessary to reach a decision by voting, each member of the Board will have one vote, including the Chair, who in addition has a casting vote in the case of a tie.

5.

The quorum for meetings of the Board shall be seven or one third of its membership (rounded to the nearest integer), whichever is the larger.

6.

New members are initially appointed to the Board by the existing members for a term of six years. Members of the Board whose term of appointment has expired are eligible for reappointment for a further period of not more than six years. They are not then eligible for further immediate reappointment.

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Meetings of the Board shall be convened by the Chair giving at least one month's notice. The Board will normally meet during the AIME conference but the Chair shall have the authority to convene additional meetings at other times. Such additional meetings may be virtual or may consist of interactions by email.

8.

At the AIME conference, the Board will make the following decisions concerning the next conference:

- the approximate date, duration and location
- the Local Organiser;
- the Scientific Chair (or co-Chairs);
- the organiser of the Doctoral Consortium (this will normally be the immediate past Local Organiser, but does not have to be)

The Board may also express its views about the structure of the next conference; the Scientific Chair and the Local Organiser are expected to take these into account.

9.

The position of Chair of the Board shall be held by the Local Organiser of the previous conference. The term of office shall start at the conclusion of the Board meeting held during the conference for which they are Local Organiser and will terminate at the conclusion of the Board meeting at the following conference. For this period the Vice-Chair will be the Local Organiser for the forthcoming conference. Thus the Chair is succeeded by the Vice-Chair.

10.

Anyone who is appointed to the position of Scientific Chair or Local Organiser and who is not a member of the Board automatically becomes a member of the Board with effect from the date of appointment. The Board at its meetings can appoint additional members. The number of members of the Board will not normally exceed 24.

11.

The principal joint duties of the Scientific Chair and the Local Organiser are:

- to appoint the Programme Committee;
- to issue the call for papers and for associated workshops and tutorials;
- to decide which workshops and/or tutorials will take place;
- to draw up the detailed programme for the conference;

12.

The principal duties of the Scientific Chair are:

- to appoint the publisher of the proceedings;
- to appoint the reviewers;
- to send papers out for review and to collect the reviews;
- in consultation with the Local Organiser and with any other members of the Board as (s)he may decide upon, to select papers and other presentations;
- to receive final versions of the papers to be published in the proceedings and to ensure with the publisher that the publication is available at the conference;
- to appoint a chair for each session.

13.

The principal duties of the Local Organiser are:

- to organise suitable accommodation for the sessions of the conference, workshops and tutorials;
- to organise appropriate publicity;
- to maintain the conference web-site;
- to propose suitable accommodation for delegates;
- to organise appropriate catering and social events;
- to make appropriate arrangements for registration both in advance and on-site;
- in general, to ensure the smooth running of the conference;
- to handle all financial arrangements associated with the conference.

14.

Any irreconcilable disagreement between the Scientific Chair and the Local Organiser shall be referred to the Chair of the Board who will arbitrate and, if necessary, make the final decision.

15.

The Board shall not own any assets, financial or other. The financing of the conference shall be entirely in the hands of the current Local Organiser, any surplus being retained and any deficit being met locally. No surplus or deficit will be passed on to the succeeding Local Organiser.

16.

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Any proposed changes in the constitution must be notified by the Chair to members of the Board at least one month before the meeting at which they are to be considered. At that meeting they must receive the approval of at least two thirds of those members attending (rounded to the nearest integer).in order to be accepted.

17.

The Board may be dissolved in one of two ways:

1.

by a motion of dissolution at a meeting of the Board approved by at least two thirds of those members attending (rounded to the nearest integer);

2.

by the failure of the Chair to constitute a quorate meeting on three successive attempts to do so.

ADDENDUM

At the time of adoption of the constitution, the Board consisted of the following people:

Ameen Abu-Hanna (Chair)
Steen Andreassen
Pedro Barahona
Riccardo Bellazzi
Carlo Combi (Vice-Chair)
Michel Dojat
John Fox
Catherine Garbay
Werner Horn
Elpida Keravnou-Papailliou

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Nada Lavrac
Peter Lucas
Silvia Miksch
Mark Musen
Silvana Quaglini
Yuval Shahar
Mario Stefanelli

For the purpose of ensuring a proper rotation of the membership, individuals will retire in the following years:

2011:

Pedro Barahona
John Fox
Catherine Garbay
Werner Horn
Elpida Keravnou-Papailliou
Mark Musen
Mario Stefanelli

2013:

Steen Andreassen
Michel Dojat
Nada Lavrac
Peter Lucas
Silvia Miksch
Silvana Quaglini

2015:

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Ameen Abu-Hanna

Riccardo Bellazzi

Carlo Combi

Yuval Shahar

new members appointed in Verona:

Blaz Zupan

Niels Peek

Samson Tu

Mor Peleg