

## EACR Regulations

“There shall be subsidiary rules, to be known as the Regulations, for the good administration of the Association. The Rules, which shall not conflict with the Memorandum and Articles of Association, shall be determined by the Board from time to time.” (*Paragraph 48: Articles of Association*)

### Membership

The Association shall consist of members, early career researchers, students, and honorary members. Membership is open to individual scientists engaged in, supporting or studying cancer research. Membership can also be obtained through membership of one of the Association’s affiliated National Societies.

**Membership** is open to those who possess an academic degree or the equivalent and have held an appointment or worked actively in cancer research for more than four years.

**Early Career Membership** is open to post-doctoral researchers (or equivalent) with less than four years’ experience and lasts for a fixed period of four years.

**Student Membership** is open to students engaged in cancer research who may apply for a low-cost membership to cover the period of study leading to their doctoral qualification (or equivalent).

The above individual members shall be admitted to membership of the EACR following a review of their application by the Secretary General or by a staff member of the Association nominated to deputise on their behalf. Where an application is denied, the applicant may appeal to the Board who will consider the appeal and make a final decision by simple majority.

**Honorary Members** may be elected by the Board. Honorary membership is awarded to a person who has shown exceptional service in furthering the aims, objectives and activities of the Association. The Honorary Members of the EACR will be entitled to Honorary Life Membership of the Association and shall be consulted by the Board in an advisory capacity.

**National Society Membership** is offered to those members of national societies for cancer research which affiliate to the EACR. The application for affiliation is signed by the President of that society. It will be considered by the Board for approval.

**Subscription rates** of the Association are set by the Board and reported at the Annual General Meeting in the context of the Treasurer’s report. From January 2025, membership fees are 75 Euros per annum, with a four-year membership available at a reduced rate of 250 Euros. The Early Career rate is 90 Euros for four years and Student membership is 35 Euros for the duration of studies leading to the award of a doctorate or equivalent.

Any member whose subscription is in arrears, and who has been notified in writing of the fact, shall have their membership suspended until arrears are cleared. If a member does not bring their membership account into good standing, their record will be deleted after two years.

The annual subscription for members adjoined collectively through an affiliated society shall be delivered by the Treasurer of that society.

## Board and Committees

### Board

Board members are responsible for managing the Association's business and activities, in accordance with the Articles of Association. As trustees of the EACR, they must understand and comply with the EACR's Conflict of Interest Policy.

### Board Composition:

The Board consists of 12 to 16 voting members:

- 5 to 9 regular Members.
- 2 Representatives for Early Career Researchers.
- 5 Officers:
  - President
  - President Elect
  - Past President
  - Secretary General
  - Honorary Treasurer

The Chief Executive Officer participates in Board meetings but does not have voting rights.

### Officer Nominations:

The President Elect, Secretary General and Treasurer are nominated by the Board, either from its members or from outside. One nomination per Officer vacancy is put to the General Assembly for election.

### Terms of Service:

The President Elect serves a two-year term of office before taking up the Presidency for two years, and then serves an additional two years as Past President. The President shall not be reappointed as President, but may be nominated for a different Officer position or as a Board member.

Regular Members, Representatives for Early Career Researchers, the Secretary General and the Honorary Treasurer serve four-year terms. They may be nominated by the Board for subsequent terms as Officers or Board members.

No Officer or Board member shall serve on the Board for more than 14 years in any combination of roles. Once a Board member or Officer leaves the Board, they are not eligible for re-election at any future point, no matter how long their original term.

The Board may, at its discretion, invite up to four co-opted non-voting members to join.

Nominations for new Board members are sought from the EACR membership and reviewed by the Nominating Committee (see below).

### Advisory Council

The EACR Council is an advisory body. Its composition may be reviewed and revised by the Board in order to respond to the changing needs of the Association.

It consists of at least 8 and no more than 20 members who may be representatives of organisations active in areas relevant to the EACR or individuals with relevant knowledge, expertise or experience.

Members are selected by the Board and are invited to serve for a period of four years, which may be renewed or extended. Members of the Advisory Council may serve a maximum of 8 consecutive years. Once a member leaves the Advisory Council, they are not eligible for re-election at any future point, no matter how long their original term.

**Remit:** Depending on their background, Advisory Council members provide advice to the Board on strategy, operational issues or opportunities for partnership working. The Council meets as a group at least once each year and will receive updates from the Board on activities. The Board will seek advice on issues of interest to the Association throughout the year as required.

## Nominating Committee

The Nominating Committee is composed of the Past-President (as Chair) and six members appointed by the Board who each serve a four-year term of office. Members may serve no more than two terms before taking a break of at least four years. Members may be members of the Board or Advisory Council or drawn from elsewhere.

**Remit:** The Nominating Committee advises the Board on the appointment of new members of the Board. A call for nominations is made to the entire EACR membership. The Nominating Committee considers all nominations in the context of the current Board composition, and with a view to expertise and geographic, ethnic and gender diversity. The Nominating Committee makes a recommendation to the Board of two nominees per vacancy. The Board puts one nomination per vacancy to the General Assembly for election.

## Early Career Researchers' Council (ECRC)

The ECRC consists of early career members nominated by the Board to provide advice on ways that the EACR might support the career development of early career cancer researchers. ECRC members will be invited to contribute to the organisation of in-person and virtual events and to make recommendations to the Board for new initiatives. The ECRC will meet at least twice each year, supported by the EACR's Scientific Officer.

## Standing Committees

The Board can appoint standing committees for defined functions and with delegated powers subject to the Articles of Association. Please refer to appendix A for current standing committees and their remits.

## Meetings

### Meetings of the Board

The Board meets three times a year in taking responsibility for the leadership and management of EACR, its business and activities.

### Annual General Meetings

The Annual General Meeting (AGM) will be held at the annual EACR congress. It will be held virtually if there is no in-person congress.

The agenda and reports for the AGM will be made available to all EACR members through the Members' Area of the website. Members attending the AGM must state that intention in advance of the meeting. Members will be able to register online through the EACR website. This will ensure that

the Board is able to make appropriate arrangements for the meeting and for the attendance of members not registered for the congress at which the AGM is held.

## [Additional Consultation with Members](#)

The Board recognises the importance of regularly seeking advice from members on important issues. Opinions, comment and advice will often be sought through the use of questionnaires and responses made available to members through the website. The Board may also wish to elicit advice from individual members who have expressed an interest in actively supporting the work of the Association.

## [Standing Committee Meetings](#)

Standing Committees are set up with a defined remit by the Board. Meetings are called by the Chair of the Committee. The standing committee members decide on the form the meeting will take to support effective consultation and decision making. Usually, the meeting will be online.

### Standing Committees

#### General Regulations for Standing Committees

A member of the Board chairs each Standing Committee. However, an exception can be made by the Board where it is felt appropriate to secure the most effective operation of the committee.

The composition of each committee may be wider than Board members, but membership is subject to the approval of the Board. Membership of committees will be reviewed at least annually by the Board.

Current membership of all EACR Standing Committees can be seen on the EACR website:

<https://www.eacr.org/governance/committees>

Each Standing Committee will be supported by a named member of the EACR staff who will advise the committee at its meetings and produce an agenda, papers and minutes. As a minimum, the minutes will record all decisions made and will be made available to the Board. Meetings will usually take place by video conference. Consultation may also be carried out and decisions subsequently made by email.

The Chief Executive Officer may be invited to attend Standing Committee meetings where her/his advice or involvement in discussions can be of assistance to the committee.

#### Awards Committee

The Awards Committee is responsible for considering nominations from EACR Board members for the Mike Price Award. The top-ranked nominee is selected as the winner and reported to the Board.

In addition, two Awards Committee members will be selected to join Pezcoller Foundation representatives on the review panels for the annual joint EACR-Pezcoller Foundation awards. The Panels score nominations and select the winner of each award.

#### Conference Committee

The Conference Committee initiates, receives and considers suggestions for the EACR's programme of scientific conferences. Planning is undertaken in the context of demand for topics, resources, staffing, and the budget available to support the meetings.

#### Executive Committee

The Executive Committee:

- acts as an executive group between Board meetings, with delegated authority to make decisions within the remit of the Strategic Plan. Such decisions will be reported to the Board at its next meeting.
- Monitors budget performance and addresses personnel issues as raised or referred by the Board, Chief Executive Officer or staff members.
- Receives statements from the Chief Executive Officer relating to the staff performance review process and adjudicates in respect of any salary adjustments.
- Considers staffing matters including size, structure and duties of the EACR staff team and agrees staffing changes where appropriate in the context of the Strategic Plan and budget and as recommended by the Chief Executive Officer
- Agrees and maintains policy and procedural guidelines in respect of finance and personnel matters in the EACR Staff Handbook.

## Industry Committee

The Industry Committee:

- identifies and recommends opportunities for the EACR to grow connections with industry
- recommends strategies to support the growth of the EACR's income from industry
- encourages Board engagement with industry-related activities
- advises on specific applications and business cases
- reviews performance against plans

## National Societies Committee

The National Societies Committee develops relationships between the EACR and the national societies to mutual benefit, by identifying areas for potential collaboration and joint working and by identifying ways in which the EACR can support the work of the societies in their own countries.

## Travel Fellowship Committee

The Travel Fellowships Committee reviews and assesses all travel fellowship applications against five criteria: the suitability of the applicant, the quality of the host lab, the feasibility of the trip, the benefit for the home lab, and the overall relevance of the project.