



Congress Sub-committee

Sub-committee Composition

Chair:	A member of the Executive Committee, designated by the Executive Committee.
Full members:	1-2 Executive Committee members, designated by the Executive Committee. Up to 6 members, including representatives of several recent and forthcoming LOCs and/or POCs.
Ex-officio members:	ESE Treasurer. ESE President. BioScientifica.
Co-opted members:	Up to 2 additional members may be co-opted for a limited period to fulfil a specific role.

Quorum

5

Duration of Service

Chair:	4 years.
Full members:	4 years.
Ex-officio members:	Co-terminous with office.
Co-opted members:	Not more than 2 years.

Reporting

The Sub-committee reports to the ESE Executive Committee through the Congress Sub-committee Chair.

Meetings

The Congress Sub-committee will usually meet once a year. Other business will usually be conducted by email.

Remit

1. To provide input to the Secretariat and Executive Committee for the initial critical evaluation of proposals from candidate cities and the selection of 2-3 final challengers for each annual congress.
2. To advise the Secretariat and ESE Executive Committee on all decisions regarding ECE Congresses.
3. To assist the Secretariat in providing guidance for the LOCs of future meetings.
4. To obtain and review updates and final reports of congresses and to report on these to the Executive Committee.

Additional notes

Sub-committee members should make every effort to attend all meetings. Any Sub-committee member who does not attend any meetings in a year will be asked to step down, other than in exceptional circumstances.

All Sub-committee members need to be paid up members of the Society. All papers and minutes must be treated in strictest confidence.

All Sub-committee members must act in the best interests of the Society. Any potential conflicts of interest should be declared at the start of the meeting or as they arise, and the member concerned should take no part in the discussion.

The Chair should not serve a second consecutive term of office, unless there are exceptional circumstances identified by the Executive Committee.

Current membership

Chair

M Alevizaki

Full membership

Barbara Jarzab

Gianni Forti

Joao Jacome de Castro

Georg Gromol

Ezio Ghigo

Jens Christiansen

1-2 ExCo members to be designated by the ExCo

Rolf Gaillard

Ex Officio

AJ van der Lely (ESE Treasurer)

Eberhard Nieschlag (ESE President)

Helen Gregson or alternate (BioScientifica)