

INTERNAL RULES

SCIENTIFIC COMMISSION

Commission of the Swiss Society of Nephrology
(unanimously approved at the SSN Board meeting of 08.09.2020)

Description of the commission

Scientific Commission

Preamble

Each commission prepares internal rules, which must be submitted to the SSN Board for approval.
Each Commission works under the *responsibility* of the SSN.

Aim / mission of the commission

- Participate in the promotion of basic and clinical scientific research in the field of Nephrology in Switzerland.
- Encourage communication between the research teams in Switzerland and international collaboration.
- Establish contacts with other academic societies to promote multi-disciplinary research.
- Establish the jury and analyze records of the candidates to the scientific prizes or grants endorsed by the SSN.
- Establish, in partnership with the Organizing Committee, the scientific program and the CME program of the Swiss Society of Nephrology meetings.
- Create focus groups to address specific issues and submit proposals to the Committee.
- Foster the partnership with industry to improve the opportunities for support of scientific projects.

Definition of the interaction

The Commission reports directly to the SSN Board

Structure of the commission

President and members

Current member list - see www.swissnephrology.ch

Election mode of the commission members

- A president from the academic world is appointed by the board of SSN. The president should preferably be member of the SSN board. He has to be elected by the annual assembly of the SSN with a simple more.
- In addition to the president, maximal 10 members represent the diversity of the basic and clinical research in Switzerland.
- The members of the commission are elected by the SSN General Assembly for a term of office of 2 years and are eligible for re-election twice.
- The maximum term of office of a member of the Commission is 12 years, 6 years as a member, 6 years as President.
- The board can inform SSN members about a vacancy (President or members) until 1 of June in the election year. SSN members can apply for the vacant post until latest 30th of Sept in the election year. Qualified candidates can then be submitted for election to the General Assembly of SSN.

Length of mandate

Member: 2 years, renewable twice / max. 6 years

President: 2 years, renewable twice/ max. 6 years as president and in addition max 6 years as member

Number of commission Members

The commission is composed by a maximum of 10 members, which must be SSN members.
Exceptions are possible when approved by the board.

Internal vote modalities

Majority vote of the members present. A decision is valid when 50% of the members are present. In case of tie vote the vote of the President is decisive.

Number of meetings per year

As often as requested, but at least one per year

Minutes of meetings

14 days for writing and 14 days for approval.
Should reach the SSN Board within max. 30 days after meeting.

Diffusion of information, communication and of publications by the commission

All publications and notifications are to be submitted to the SSN Board before publication
Commission decisions and recommendations are open to all SSN members (website or mailings)

Mandatory yearly report to GA

The Commission submits a yearly annual report to the SSN General Assembly.
To be submitted to the SSN Office in written form by end of September.

Admission as Commission or dissolution

The General Assembly of the SSN decides about admission or dissolution of the Commission upon proposal by the SSN Board

Distribution of communications

All SSN communications are after consultation with the SSN president or secretary, exclusively sent via the Administration

Financial aspects

The commission has no financial interests. The president and its members have to declare possible personal financial interests and dependencies before taking office and anytime such interests appear. Declaration in a written form to the SSN office. Projects and Coworking with companies (Pharmaceutical, Med-Tech) have to be adherent to the specific rules of FMH.