



Canadian Neurological Society (CNS)

Society Governance

General Information

CNS Mission Statement

To promote and encourage all aspects of neurology, including research, education, assessment and accreditation.

To provide for annual scientific sessions to promote the knowledge and practice of neurology.

About CNS

The original Canadian Neurological Society, established in 1948, represented both neurologists and neurosurgeons. In 1965, the original CNS was dissolved and two new societies were created to represent two distinct groups, with the Canadian Neurological Society representing neurologists.

Today, the CNS has approximately 525 members representing neurologists and neurology residents or those in Fellowship programs in Canada. There are also members who received their training in Canada, but live in the United States or elsewhere.

A council of 11 directors manages the property and business of the CNS. The President and Vice-President also sit on the CNSF Board of Directors.

The council appoints a member representative to sit on the Publications Committee of the Canadian Journal of Neurological Sciences for a term of four years; and a member to sit on the Professional Development Committee of CNSF for a term of three years. The council also elects two member representatives to sit on the Scientific Program Committee of the CNSF.

Volunteers Needed

The CNS is always looking for physician members to lend their time and expertise to govern the society. If you would like to stand for council or for appointment to a committee, contact your secretary-treasurer.

CNS Committees

Executive Committee

The Executive Committee is composed of the President, Vice-President, the Past-President and the Secretary-Treasurer.

Nominating Committee

A Nominating Committee, made up of members of the Executive Committee, shall submit nominations for each position that is vacant on the Council.

Membership Committee

A Membership Committee, comprised of the members of the Executive Committee, approves membership applications throughout the year.

Education Committee

The directors and co-directors of approved training programs for neurology sit on this committee as well as the chair of the Royal College Committee in Neurology, a clinical neurophysiologist, a residents' representative and two community neurologists.

Audit Committee

Two members of Council sit on the CNS Audit Committee for a term of three years. They examine the financial accounts of the CNS secretary-treasurer and report to the members at the annual meeting.



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General Information (con't)

Conditions of Membership

Membership in the Society shall be limited to persons interested in furthering the objectives of the Society.

CNS Membership Application Process

Application for CNS Membership must be made on the official CNS Application form – available on this site.

The CNS requires the names and signatures of two Active CNS Society members in support of the applicant.

Junior Members require the signature of either an Active Member or their Training Program Director.

New applications are reviewed and approved by the Membership Committee.

CNS Membership Categories

Active Member

To qualify as an Active Member, the applicant must be certified in Neurology by the Royal College of Physicians and Surgeons of Canada, from the Corporation professionnelle des Médecins du Québec, or by recognized bodies in other countries, as approved by the secretary-treasurer.

Junior Member

First-year resident membership fees are paid by the member society.

To qualify as a Junior Member, the applicant must be enrolled in an accredited training program in neurology recognized by the Royal College of Physicians and Surgeons. When the resident receives a certificate in neurology from the Royal College of Physicians and Surgeons of Canada, or from the Corporation professionnelle des Médecins du Québec, we will automatically grant Active Membership and bill the member accordingly.

Associate Member

Applicants for Associate Membership are physicians and/or scientists who, by reason of professional and scientific qualifications, are deemed worthy of election to the Society, but who do not meet the requirements of Active Membership.

Retired Member

Retired Members are members who were Active Members and have retired from practice. Active members must contact the CNSF office to receive a change to Retired Membership status.



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CNS Responsibilities

Past-President

Term

Two years

Responsibilities

- In conjunction with the President, Vice-President and the Secretary-Treasurer (the Executive Committee), carries out instructions arising out of the meetings.
- As a member of the Nominating Committee, submits nominations for each position that is vacant on Council.
- As a member of the Membership Committee, reviews and approves membership applications throughout the year.

President

Term

Two years

Responsibilities

- Leads the CNS Governing Council in steering the society's direction, mission and goals.
- Leads the society in formulation of new policies, procedures and programs.
- Knows and understands the bylaws of the CNS and ensures the council adheres to its bylaws.
- Ensures that all orders and resolutions of the council are carried out.
- Provides leadership to the council.
- Acts as Chair at council meetings and teleconferences, Executive Committee Meetings, and the Annual General Meeting of the society.
- Ensures that meetings have a quorum in order to hold a legal vote (5 for council meetings; 20 Active members present at the Annual General Meeting or by proxy).
- Determines when discussion of an issue or motion is complete and calls for a vote on that issue or motion. Announces the result of the vote to meeting.
- Keeps meetings on topic by summarizing issues.
- Represents the CNS on the CNSF Board and the CNSF Governance Committee.

Duties

- Prepares for and chairs all CNS Council meetings.
- Prepares for and chairs the society's Annual General Meeting.
- Participates in, and chairs, teleconference calls, as required.
- Participates in e-mail discussions, as required.
- Prepares for and attends the CNSF Board and Committee meetings.
- As a member of the Nominating Committee, submits nominations for each position that is vacant on Council.
- As a member of the Membership Committee, reviews and approves membership applications throughout the year.

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Society Governance

CNS Responsibilities

Vice-President

Term

Two years (then moves to President)

Responsibilities

- Familiar with the bylaws of the CNS and the operation of the Society.
- In the absence or disability of the society president, the Vice-President shall perform the duties and exercise the powers of the President.
- Represents the CNS on the CNSF Board and the CNSF Audit Committee.
- In conjunction with the President, Past-President and the Secretary-Treasurer (the Executive Committee), carries out the instructions arising out of the meetings.

Duties

- Prepares for and attends all CNS Council meetings.
- Prepares for and attends the society's Annual General Meeting.
- Participates in teleconference calls, as required.
- Participates in e-mail discussions, as required.
- Prepares for and attends the CNSF Board and Committee meetings.
- As a member of the Nominating Committee, submits nominations for each position that is vacant on Council.
- As a member of the Membership Committee, reviews and approves membership applications throughout the year.

Secretary-Treasurer

Term

Two years (then moves to Vice-President)

General Responsibilities

- Familiar with the bylaws of the CNS and the operation of the society.
- Acts as recording secretary at meetings for the society.
- Takes attendance and ensures there is a quorum for any votes.
- Records the proceedings of the Society's council and Annual General Meeting, including motions and issues presented for discussion, the call for a vote and the results of any vote.
- Prepares the minutes of meetings and forwards to the Secretariat office for distribution and inclusion in the Society Minute Book. (s/b within six weeks of the meeting.)
- In conjunction with the President, Past-President and the Vice-President (the Executive Committee), carries out instructions arising out of the meetings.
- Assists in the preparation of the annual operating budget of the Society.
- Advises the Secretariat of any revisions to the Society bylaws.
- Reviews financial reports submitted by the Secretariat and presents the financial statements to council and the general membership for approval.

Duties

- Prepares for, attends and acts as recording secretary for society Council meetings and the Annual General Meeting.
- Prepares for, attends and acts as recording secretary for society teleconference calls, as required.
- Participates in e-mail discussions, as required.
- Advises the Secretariat of any pertinent business that will impact annual budget.
- Presents the financial statements to the membership at the Annual General Meeting for approval.
- Records and notifies the Secretariat of new council members, committee members, and executive.
- As a member of the Membership Committee, reviews and approves membership applications throughout the year.
- As a member of the Nominating Committee, submits nominations for each position that is vacant on Council.



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CNS Responsibilities

Residents Representative

Term

One year renewable

Responsibilities

- Familiar with the bylaws of the CNS and the operation of the society.
- Knowledgeable about the CNSF and its programs and services.
- Provides the voice for Canadian neurology resident members.

Duties

- Reports to the CNSF board, the CNS Council and to the CNS members at the CNS AGM. Attends associated meetings at the Annual Congress and participates in teleconference calls as required. Attends the CNSF Board meetings.
- Plans and chairs the Neurology Residents Meeting at the Annual Congress.
- Provides CNS residents representation on the Professional Development Committee, the Scientific Program Committee, and other committees as requested. Attends associated meetings at the annual Congress and participates in teleconference calls as required (approx 2 each / year).
- Provides an annual fellowship listing for posting on the CNSF website.
- Provides input and feedback on the residents section of the CNSF website.

Councilors

Term

Three years

Responsibilities

- Familiar with the bylaws of the CNS and the operation of the society
- Knowledgeable about the CNSF and its programs and services
- Oversee the business affairs of the CNS
- Approves annual financial statements and budgets
- Approves long-range plans incorporating the mission and goals of the organization
- Authorizes expenditures on behalf of the CNS
- Stands for committees as requested by council

Duties

- Prepares for and attends all CNS Council meetings.
- Prepares for and attends the society's Annual General Meeting.
- Participates in teleconference calls, as required
- Participates in e-mail discussions, as required