



**EUROPEAN ACADEMY  
OF CHIROPRACTIC**  
(A COMMITTEE OF THE  
EUROPEAN CHIROPRACTORS' UNION)

**BYLAWS**



# EUROPEAN ACADEMY OF CHIROPRACTIC BYLAWS

## 1. Name and Office

### 1.1. Name

This committee of the European Chiropractors' Union shall be known as the European Academy of Chiropractic (hereinafter referred to as the EAC).

### 1.2. Principal office and other offices

For all correspondence, the EAC shall utilise a nominated address of the Secretary General. The EAC shall maintain other office accommodation as may be designated by the Governing Council.

## 2. Mission and Objectives

### 2.1. Mission

The EAC exists to (a) facilitate the delivery of postgraduate education (i.e. Graduate Education Programmes and continuing professional development) in ECU member nations; and (b) to promote and develop research and researchers in Europe. It will achieve its aims by exposing chiropractors to current best practice, by stimulating reflective learning and by acting as a conduit for research activity. This will help facilitate the delivery of safe, evidence-informed, optimum standards of care and will positively impact on patients and healthcare in society.

### 2.2. Objectives

The objectives of the EAC shall include, but not be limited to, the following:

- 2.2.1. To develop key professional competencies through lifelong learning;
- 2.2.2. To provide and coordinate access to high quality sources of knowledge and skills;
- 2.2.3. To encourage and actively support the acquisition by chiropractors of higher level postgraduate qualifications and EAC Fellowship awards;
- 2.2.4. To facilitate the formation and development of Graduate Education Programmes (GEP) by national associations;



2.2.5. To provide a platform to bring together parties with a diversity of experience and expertise to enable the sharing of best practice;

2.2.6. To raise quality standards across the profession and enhance chiropractic's contribution to a healthier society by facilitating a collaboration of European national chiropractic associations, educational institutions, researchers and postgraduate educational providers;

2.2.7. To promote and facilitate research activity within the chiropractic profession in Europe.

### 3. Governing Council

3.1. The EAC Governing Council (GC) shall have overall responsibility for the business affairs of the EAC including, but not restricted to, matters relating to general policy, contracts and activities relating to the furtherance of its stated objectives. It shall also from time to time establish rules and procedures to be implemented within the GC or any of its sub-committees as may be consistent with the stated objectives of the EAC.

3.2. The GC shall consist of seven officers. All officers of the GC shall act independently of any other affiliations or memberships of organisations external to the ECU.

3.3. The membership of the GC shall comprise the following offices:

- Dean
- Registrar
- Director of Academic Affairs
- Secretary General (who shall be the ECU General Secretary)
- Chair of the ECU Research Council
- ECU President
- ECU Convention Director

3.4. The terms of reference of the GC shall be published on the EAC website. No officer of the GC shall be appointed to more than one GC office at any time.

3.5. Applications for the offices of Dean, Registrar and Director of Academic Affairs shall be invited by the ECU Executive Council three months prior to the expiry of their respective term of office. Upon receipt of applications, the Executive Council shall present its recommendations to the General Council for formal appointment.



- 3.6. Appointed officers of the GC (Dean, Registrar and Director of Academic Affairs) shall serve a term of office of two years. Subject to ratification and approval by the ECU General Council, these officers may serve up to three consecutive terms of office. The appointment of appointed officers shall be ratified by the ECU General Council.
  - 3.7. Where a vacancy should arise on the GC outside of the normal periods of appointment, the GC shall be empowered to co-opt any person it considers well-qualified to fill the office until the next regular period of appointment.
  - 3.8. An appointed GC officer (Dean, Registrar, Director of Academic Affairs) may be removed from office either by a majority decision of the ECU General Council or by a two-thirds majority of the GC present at any Regular or Extraordinary EAC GC meeting at which a quorum of the GC is present. In such circumstances, a GC officer shall, no less than 28 days before the date of the meeting, be provided with a notice setting out the reasons for the proposal removal from office and inviting the officer to attend the meeting and/or be represented.
  - 3.9. The GC shall from time to time determine the qualifications and duties of its officers and shall publish these on its website.
  - 3.10. The GC shall be provided with an Administrator, who shall be appointed by the ECU and whose duties shall be determined by the GC. The EAC Administrator should be present at Regular or Extraordinary meetings of the GC but shall not have voting rights.
4. Meetings of the EAC Governing Council
    - 4.1. Regular meetings of the GC shall be held at least once a year, where possible to coincide with scheduled meetings of the ECU General Council. The Annual General Meeting of the EAC GC should be held during the ECU Convention.
    - 4.2. Notice of regular GC meetings shall be given at least 12 weeks before the date of the meetings. An agenda shall be circulated at least 21 days prior to the meeting and shall be provided to all GC members.
    - 4.3. Extraordinary meetings of the GC may be conducted outside the normal scheduled meeting times and shall be convened at the request of the Dean or by three or more officers of the GC. Requests for Extraordinary meetings should be received by the Secretary General stating the object of the meeting. GC officers shall have a minimum of 14 days notice of meeting, which may be conducted in person, electronically or by telephone.



- 4.4. Meetings of the GC shall be deemed to be quorate where four or more members of the GC are present. Except as otherwise provided by these Bylaws or by statute, decisions of quorate GC meetings shall be adopted as if all members were present.
- 4.5. Extraordinary Meetings of the GC may be convened at any time with the consent of four or more GC members. In such cases, the object of the meeting shall be distributed in writing to all members. Such meetings may be conducted in person, electronically or by telephone.
- 4.6. Voting rights are only permissible to those present at meetings of the GC. Proxy votes are not permitted.
5. EAC Subcommittees
- 5.1. The GC shall have the power to appoint subcommittees for such purposes as it deems necessary to further the objectives of the EAC, to transact EAC business, or for any purpose that the EAC shall determine from time to time.
- 5.2. Standing Committees of the EAC shall include the following:
- Finance Committee
  - Court of Electors
- 5.3. Terms of reference and membership of EAC subcommittees shall be published and amended with the agreement of the GC.
6. Membership
- 6.1. Member (MEAC).  
Upon successful application, Membership of the EAC may be granted to persons who fulfil any one of the following criteria:
- Full members of ECU Union Members and Associate Members;
  - ECU Individual Members
  - Full time Faculty members of ECCE-accredited educational institutions
- 6.2. Fellow (FEAC)  
Fellowships of the EAC may be granted to Members who can demonstrate to the satisfaction of the Court of Electors that they have excelled in one or more fields of chiropractic. The Court of Electors shall define and publish criteria for EAC Fellowship against which nominations shall be measured.
- 6.3. Founding Fellow (FFEAC).



A Founding Fellow (who may not be a chiropractor) is one who was honoured by invitation when the EAC was established. Founding Fellows retain for life all rights and privileges of Fellowship and incur no annual fee. They are entitled to use the designation FFEAC.

#### 6.4. Honorary Fellow (FEAC Hon.).

A Fellow who the EAC Academic Board has deemed as having excelled in either their professional or academic career, or in their work for the EAC. Honorary Fellows shall enjoy such privileges as may be conferred upon them. An Honorary Fellow shall enjoy life membership of the EAC and incur no annual fee. They are entitled to use the designation FEAC (Hon).

### 7. Special Interest Groups

7.1. Special Interest Groups may be established within the EAC in response to an identified need to advance a specific area of knowledge, understanding, skills and competency. They may undertake a range of activities consistent with the stated objectives of the EAC.

7.2. A Special Interest Group may be formed on submission of a satisfactory written proposal and with the approval of the GC provided the following criteria are met:

- Members/Fellows should be full members of the EAC;
- At least three Fellows shall be members, one of whom shall act as Chair;
- An annual statement of activity shall be presented to the GC.

### 8. Termination of Membership

8.1. EAC Membership may be terminated by the following means:

#### 8.1.1. Resignation

Membership of the EAC may be terminated 28 days following receipt of a written statement of resignation.

#### 8.1.2. Removal.

Membership of the EAC may be terminated if a Member/Fellow is removed from the register of chiropractors in the country where he/she practised and/or; the Member/Fellow's membership of his/her national association was terminated by reason of conduct or practice.



#### 8.1.3. Failure to pay membership dues.

Membership of the EAC may be terminated if there is a failure to pay within 60 days of being notified by the Secretary General arrears that have been outstanding for a period of 12 months or greater.

#### 8.1.4. Individual Member failing to join ECU Member national association

Where a Member, who is an ECU Individual Member, fails within 12 months to become a member of his domiciled national association in the event of its formation, his EAC Individual Membership status shall be terminated.

### 9. Amendments to Bylaws

9.1. The EAC may from time to time make, repeal or vary the Bylaws. All Bylaws stated above will be binding to all Members and Fellows for the time they are in force.

9.2. The EAC GC may set rules and regulations in relation to specific matters. Rules may relate to policy, procedure, terms of reference or membership of its committees.

9.3. The ECU General Council shall be notified of any variation in the EAC Bylaws, Rules or Regulations. Any proposals for variation of Bylaws, Rules or Regulations that relate to financial matters shall be sent to the ECU General Council for ratification.

9.4. The ECU General Council may also make formal recommendations for amendment, repeal or variation of the Bylaws as it shall see fit.

### 10. Seal

10.1. The common seal of the EAC shall only be used by the authority of a resolution of the Governing Council or of a Committee authorised for a purpose by the GC. Every document to which the common seal is attached shall be signed by at least two Fellows, one of whom shall be the Dean, and the Registrar or another person so appointed for that purpose.

### 11. Finances

11.1. Membership fees shall be reviewed from time to time and be set by the Governing Council. Fees shall be payable upon receipt of an invoice issued by the EAC. Any Member/Fellow failing to pay fees shall be liable to removal from the Register in accordance with the provisions of Article 8 of these Bylaws.



11.2. The GC shall ensure that proper accounts are maintained and may delegate this task to the Finance Committee. The Finance Committee shall be chaired by the Dean who shall ensure that the EAC Accounts are accurately maintained.

11.3. The accounts shall be audited by externally appointed auditors on a once-yearly basis. All audited accounts shall be available to EAC Members/Fellows for inspection on request and a copy shall be sent to the ECU Treasurer for distribution to the ECU General Council. The EAC financial year ends on 31 December.

11.4. Bank accounts holding funds belonging to the EAC shall be clearly designated as such. Funds in and out of the account shall be clearly recorded for the purposes of audit and accounting. The Finance Committee shall determine rules regarding signatories and payment authorisation.

## 12. Indemnity

12.1. All members of the Governing Council, appointed officers, members of EAC Committees, agents or employed persons of the EAC shall be indemnified from the assets of the EAC against any liability incurred by them whilst acting in their designated capacity when defending any allegation of improper conduct whether civil or criminal, including negligence, default, breach of duty or breach of trust.

## 13. Dissolution

13.1. Upon dissolution of the EAC, and after having discharged all outstanding liabilities to creditors, the Finance Committee of the GC shall arrange for all funds to be transferred to the ECU.