



MIPS
Mediterranean Incontinence and Pelvic Floor Society
www.mipsnet.org | Reg. Nr: 91108950337

MIPS Committees

I- Education Committee

TB Member: Daa Rizk

Chair: Fulya Dokmeci

Co-Chair: Jean-Phillipe Lucot

Members:

- 1- Toni Bazi
- 2- Tufan Tarcan
- 3- Renato Natal
- 4- Nalan Capan
- 5- Alfredo Ercoli***
- 6- Donatella Giraudo***

III- Trainees Committee

TB Member: Carlos Errando

Chair: Adolf Lukanovics

Co-Chair: Alberto Vella

Members:

- 1- Vasil Iliev
- 2- Jose-Preza Fernandes
- 3- Traian Enache
- 4- Ayman El-Naqa
- 5- Sabri Cavkaytar
- 6- Alessia Fraioli
- 7- Giuliano Carlo Zanni

II- Scientific Committee

TB Member: Stavros Charalampous

Chair: Brigitte Fatton

Co-Chair: Igor But

Members:

- 1- Berna Haliloglu
- 2- Andrei Mari-Manu
- 3- Petros Sountoulides
- 4- Alessandro D'Afiero***
- 5- Rui Versos
- 6- Gianfranco Lamberti***

IV- Meetings Committee

TB Member: Sherif Mourad

Chair: Onay Yalcin

Co-Chair: Elisabetta Costantini

Members:

- 1- Natalia Trotta
- 2- Ismail Mete
- 3- Ingrid Marton
- 4- Ioannis Vakalopoulos
- 5- Gabriele Falconi



V- Membership Committee

TB Member: Mario Gomes

Chair: Safwat Tossou

Co-Chair: Teresa Mascarenhas

Secretary: Ana Lopes

Members:

- 1- Rukset Attar
- 2- Daniel Gallego-Vilar
- 3- Irena Andonova
- 4- Senad Bajramovic
- 5- Marinella Morganti
- 6- Kristina Drusany
- 7- Paraskevas Sidiropoulos
- 8- Hisham El-Shawaf

VI- International Board

TB Member: Biagio Adile

Chair: Mauro Cervigni*

- 1- Mickey Karram
- 2- Paulo Palma
- 3- Peter Petros
- 4- Oscar Ortiz

*** Need to register ASAP as MIPS Members**

MIPS Contact details

Mediterranean Incontinence and Pelvic Floor Society

No Profit Association Reg. Nr: 91108950337

Piacenza, Via Verdi, 46/A - Italy

www.mipsnet.org | info@mipsnet.org

Executive Director : Natalia Trotta – natalia.trotta@mipsnet.org



MIPS Committees Terms of reference

PURPOSE:

I - The Education Committee oversees all educational activities within MIPS. This includes:

- a- Develop educational materials for members, when and if required.
- b- Select appropriate and updated scientific resources for members.
- c- Evaluate and solicit workshops at the annual scientific meeting.
- d- Liaise with the scientific committee to develop scientific presentations and arranges its evaluation at the annual scientific meeting to ensure educational quality of all activities.
- e- Establish links with relevant professional societies in Mediterranean countries underserved by MIPS in order to deliver high quality, multi-professional educational activities to relevant national or international meetings such as educational courses and canvass for and arrange MIPS sponsored lectures at such meetings.

II - The Scientific Committee oversees all the scientific activities related to the Annual Scientific Meetings of MIPS. This includes:

- a- Plan and ensure a balanced annual scientific meeting that meets the needs of all disciplines involved in bladder and bowel research, education, training and practice in conjunction with the Local Chairman, the Education and Trainees Committees.
- b- Suggest topics and speakers for invited Key note and State of the Art lectures.
- c- Review the submitted abstracts for acceptance to produce the scientific programme for the annual meeting each year as podium, poster or video presentations using a detailed electronic scoring system.
- d- Select award winners for the best podium and poster abstracts (at the annual scientific meeting).



III - The Trainees Committee oversees all activities related to trainees and training within MIPS. This includes:

- a- Make recommendations on educational activities that are relevant to trainees to be pursued by the Education committee.
- b- Liaise with the Scientific and Education committees to ensure that the educational needs of trainees are met in the annual scientific meeting.
- c- Develop training guidelines, core curriculum and accreditation requirements for residency and fellowship training in Mediterranean Countries.
- d- Establish links with relevant professional societies and academic bodies in Mediterranean countries to promote exchange programmes, mentorship opportunities and clinical attachments.

IV- The Meetings Committee oversees all activities related to host the Annual Scientific Meetings of MIPS. This includes:

- a- Develop and update the MIPS Guidelines for hosting an annual scientific meeting.
- b- Receive and review applications to host an annual scientific meeting.
- c- Make the final recommendations to the Board and Membership on the qualifying bids to host an annual scientific meeting for voting.
- d- Establish links with relevant professional societies in Mediterranean countries underserved by MIPS in order to solicit and host applications and canvass for new bids.

V- The Membership Committee oversees all activities related to membership within MIPS. This includes:

- a- Evaluate membership applications and make recommendations on acceptance/approval of membership within 2 weeks of application receipt.
- b- Establish links with relevant professional societies in Mediterranean countries underserved by MIPS in order to solicit and invite new members and canvass for new applications.
- c- Create, manage and update the on-line membership directory.
- d- Communicate all MIPS business and membership related functions to the members in due time.
- e- Receive suggestions and comments to represent the Membership voice in the Annual General Meeting.
- f- Liaise with Treasurer and Executive Director to ensure stream-lining and timely collection of annual subscriptions.



VI - The International Board oversees all the strategic activities related to the mission and goals of MIPS.
This includes:

- a- Advise the Board and regularly review the strategy to achieve long-term goals and fulfill the mission.
- b- Establish links with Key Opinion Leaders and Chief Executives of relevant international and regional professional societies and liaise with the Vice President to canvass for new affiliations and membership.
- c- Represent MIPS in professional circles and promote its image as a scientific and educational leader in incontinence care and management of pelvic floor dysfunctions in the Mediterranean region.
- d- Liaise with the President and the Chairman of the Executive Board to develop and establish networks with leading Industry Sponsors and renowned Granting Bodies to raise funds and cover administrative and operational costs.

2. RESPONSIBILITY: Board of Trustees

3. COMPOSITION:

Total Members: at least 7

Method of Appointment: Appointed by the Board

Chairman and Co-Chairman: Appointed by the Board

Ex officio: Trustee Board Member

Membership: All members must sign his/her agreement to serve the committee. All members of MIPS committees must be active MIPS members (paid for current membership year). The membership must be renewed within one month of the new membership year beginning January. If the membership is not renewed promptly, then the Chairman has the authority remove members from the committee and the Board has the authority to remove the Chairman or Co-Chairman. Membership should reflect the multi-disciplinary mission and geographical constituencies of MIPS as well the professional standing and expertise of members.

Mandate: The Trainees committee should include at least 3 trainees as members. The Meetings Committee should include the Executive Director. The Scientific Committee should include Urologists members. The Membership Committee should include members representing different Mediterranean countries. The Education Committee should include basic science and allied health professional members. The committee may co-opt any active MIPS member for any required period of time in order to fulfill its remit. This should be suggested by the Chairman or Co-Chairman and approved through majority voting by members. Such co-opted members will not become members of the Committee but shall be eligible for appointment should a vacancy arise.



Term of office: 3 years, renewable once by Chairman's approval for members and Board of Trustees approval for Chairman and Co-Chairman. Further terms could be approved in exceptional circumstances and by referral to the Board. For the Co-Chairman and Members, the 3-year term will begin as of 1 April, 2014 and will run until MIPS Annual General Meeting in 2017. For the Chairman, the 3-year term began as of MIPS 2013 in Noto, Sicily and will run until MIPS Annual General Meeting in 2016.

Meetings: The entire committee will meet in a face-to-face meeting at the annual scientific meeting. Committees shall normally communicate in the interim period between the annual scientific meetings by teleconference / email forum at least twice in one year, based on the discretion of the Chairman. All members are expected to attend the annual face-to-face committee meeting and should attend at least 2 of these meetings in their 3-year term of office. All members are expected to respond to any committee business conducted through e-mail within 2 weeks. Funding will not be provided by MIPS for travel or accommodation costs for members to attend the annual meeting. Allowances for the Chairmen ONLY are included in the MIPS bylaws.

Quorum: One half of committee membership plus one. For example, a committee of seven will have a quorum of four members. The Chairman shall have a casting vote in the event of tied vote.

Minutes: Minutes are recorded at each meeting and posted on the MIPS website by the Chairman.

Language: English is the official language of the society as it is the second language spoken by the majority of members. It is expected therefore that committee members must have a good understanding of spoken and written English to feel confident communicating within the committee.

Addendum: After establishment of the society with the end of the first term of office, it is hoped that all MIPS Committee positions will be decided by elections and voting from the whole membership. The Chairman and Co-Chairman positions will be decided by, and selected from, the Committee membership by simple majority voting with the final result vetted by the Board.

4. ROLE OF THE CHAIRMAN

- a- Coordinates all activities within the committee.
- b- Formulates the action plan and the 3-year strategy in collaboration with the Co-Chairman.
- b- Serves on the Board and ensures that the activities of the committee are in accordance with MIPS strategy.
- c- Prepares an annual report for the Board of Trustees and for the Annual General Meeting.
- d- Records and keeps the minutes of all committee meetings.
- e- Arranges the annual committee meetings and interim teleconference/e-mail forums with the Executive Director.



5. ROLE OF THE CO-CHAIRMAN:

- a- Assists the Chairman in all committee business and activities.
- b- Assumes the role of the Chairman in his/her absence including having the casting vote in the event of a tied vote.
- d- Prepares the action plan and 3-year strategy with the Chairman.
- e- Evaluates the performance of Committee members.
- f- Attends the Board Meetings by invitation, when and if required, to give advice.



MIPS Committee Position Agreement Form

By completing and signing this form you are agreeing to be a member of one of MIPS Committees. Please complete the information below and send the completed and signed form to the membership secretary by **1st April , 2014 in order for your position to be confirmed.**

Committee Position (e.g. Chair, Co-Chair, Member)	
Committee Name	
Specialty (e.g. Urologist, Urogynaecologist, Nurse, Physiotherapist, etc...)	

Name	
MIPS Membership Number	
Country of Residence	

Check list

- ☐ I am a MIPS member
- ☐ I have updated my MIPS membership profile
- ☐ I have enclosed ALL my recent contact details including a working e-mail address

I hereby confirm that I have completed my membership record on the MIPS website. I have read and understood the MIPS Committees' Terms of Reference and the MIPS Bylaws and agree to abide by these. I confirm that I understand what would be required of me to undertake a MIPS committee position.

Please send this form by email to the attention of the Executive Director at
natalia.trotta@mipsnet.org

Signed: _____ Date: _____