

CHARTER of the Central and East European International Studies Association

(as amended by the General Assembly on September 4, 2009)

Article 1 (Establishment and Name)

The Central and European International Studies Association is hereby established. The acronym for the organisation shall be “CEEISA”. For the purposes of this Charter the reference to “Association”, which stands as an equivalent for “CEEISA”, shall also be used.

Article 2 (Status and registration)

i.

The Association is registered as a non-profit organisation, under the Slovenian Law. The organisation shall have its own seal.

ii.

The General Assembly may, on the recommendation of the Executive Council or the President of the Association change the Seat of the Association and review the status and registration of the Association.

Article 3 (Purpose)

The Association is a network of scholars, practitioners, and other professionals with an active interest in international affairs in general, and International Relations and related disciplines in particular. The Association facilitates cooperation among them and other interested individuals and institutions, with a view to promoting education, and enhancing the quality of research, in international studies.

Article 4 (Members)

i.

The Association is an individual-based open membership organisation. Any person sharing the purposes of the Association and paying dues set by the Executive Council may be a Member of the Association.

ii.

Each Member shall be entitled to:

- a. receive a copy of the specified official publications of the Association and have access to the annual report of the Association;
- b. attend, participate in, and vote in the Annual Meeting of members;
- c. participate in mail ballots arranged by the Association;
- d. participate in other activities sponsored by the Association.

Article 5 (Organs)

The Association shall consist of a President, a General Assembly, an Executive Council, a Treasurer and a Secretary General.

Article 6 (General Assembly)

i.

The General Assembly (also referred to as “Assembly”) consists of all the Members of the Association in good standing. Issues pertaining to the activities of the Association, its policies, and to the interests of the Members shall be discussed in the Assembly.

ii.

In principle, the General Assembly shall meet during the CEEISA convention.

iii.

As and if so required by the present Charter, the General Assembly shall elect the President and additional members of the Executive Council as well as renew mandates and put forward motions and resolutions which it deems necessary for the fulfilment of the mission and the purposes of the Association. It shall adopt and amend the Charter.

iv.

The General Assembly adopts its decisions by electronic ballot. Unless provided otherwise by this Charter, decisions of the Assembly shall be made by a simple majority vote with at least 20% of the total number of members participating.

v.

Any member of the General Assembly has the right to table a motion of non-confidence of the President of the Association to the Secretary General. If at least twenty per cent of all Members of the Association second the motion, the motion will go to a general vote. These members shall

send their letter, stating their support to the motion, to the Secretary-General by e-mail, within thirty days after its deposition. The motion is carried if at least two thirds of those casting their ballots vote in favour of it. If the President has received a vote of no confidence, a new President shall be elected according to Article 7/iv of this Charter.

Article 7 (President)

i.

The President, in collaboration with Executive Council, shall be responsible for pursuing, to his or her best ability, the mission of the Association, and for maintaining the integrity of the Association. The President shall represent the Association and its interests in external relations.

ii.

The President shall:

- a. organise, convene and preside over meetings of the Executive Council and of the members of the Association;
- b. recommend the Secretary-General to the Executive Council for election;
- c. recommend a budget to the Executive Council;
- d. oversee with the Treasurer the handling of the Association's funds and authorise the expenses, subject to Article 8/ii/g of the present Charter;
- e. put forward motions and resolutions as and if so required by the present Charter;
- f. assume other tasks and roles that are deemed necessary for the benefit and functioning of the Association.

iii.

- a. The President is elected by a simple majority of the General Assembly. The voting is done by electronic ballot. In case of multiple candidacies, a new President is elected by a relative majority vote.
- b. The term of the President is three years and can be renewed once.
- c. During the last year before the expiration of the President's term, the Secretary General issues a call for nominations to the GA for additional members to the Executive Council. Any Member in good standing may recommend a candidate for a new President. The Member must send his or her recommendation, with the candidate's consent, to the Secretary-General at least six months before the term of the incumbent President has expired. The elections are held within the period determined by the Secretary-General.
- d. Should the President's term expire as a result of an unsuccessful election of a candidate for a new President, the Secretary-General shall issue a new call for nominations for a new President, according to the procedure as provided for in article 7/iii/c of this Charter. The Executive Council will, in the meantime, appoint a President pro tempore, whose maximum term is one year. In case the Association is unsuccessful to elect its new President for the second time, the Executive

Council shall decide what further measures need to be taken in order to restore and sustain the leadership of the Association.

iv.

Should the President be unable to perform his or her function, the Executive Council appoints a President *pro tempore* for as long as the incumbent President is not able to resume his or her function. Should the President prove unable to continue his or her Office, the President *pro tempore* shall initiate the procedure for the election of a new President. He or she shall call upon the membership of the Association as soon as possible, but no later than within thirty days, to recommend a new member, with his or her written consent. A recommendation must reach the Secretary-General within thirty days after the call has been announced. The recommendation must be put forward immediately to the Assembly for a vote. The voting is done by electronic ballot. In case of multiple recommendations, the candidate who receives a relative majority shall be the new President of the Association.

Article 8

(Executive Council)

i.

The Executive Council shall be composed of the President, the Treasurer, the Editor-in-Chief of the Official Journal of the Association, the Secretary General, and not less than five but no more than seven additional members. Five members are elected by the General Assembly by electronic ballot. With a view to observing the geographic distribution in the composition of the Executive Council, the constituted Executive Council may decide to co-opt up to two additional members from among the members of the Association, thus bringing the maximum number of additional member to seven.

ii.

The Executive Council shall:

- a. ensure the implementation of the policies of the Association and decisions of the General Assembly;
- b. elect the Secretary General on the recommendation of the President;
- c. recommend three additional members of the Executive Council for election by the members of the Association, respecting a certain geographical distribution and diversity. The recommendation should take place at least three months before the term of the additional member of the Executive Council has expired;
- d. nominate the Editor-in-Chief of the Official Journal of the Association who is appointed by the co-owners of the publication;

- e. decide questions pertaining to the selection, the term of service as well as the termination of the office of the Editor of the Official Journal of the Association, jointly with other owners of the publication;
- f. recognise component units (e.g. sections), and terminate such recognition;
- g. adopt and control an annual budget, set dues, and authorise extraordinary expenditures;
- h. adopt resolutions and undertake or approve activities designed to promote the purposes of the Association;
- i. adopt other decisions as and if so required by the present Charter.

iii.

Each member of the Executive Council with the exception of the Secretary General shall have one vote. At least half of the members of the Executive Council shall constitute a quorum for decision-making. The quorum is determined by electronic ballot. Only members of the Executive Council with full voting rights shall constitute a quorum.

iv.

In principle, the Executive Council adopts its decisions by consensus. Should the consensus prove unattainable, decisions shall be adopted by a simple majority vote. In the case of a tie, the President has a weighted vote. The voting is done by electronic ballot.

v.

The mandate of a member of the Executive Council expires after 3 years and can be renewed once. After this Charter has been adopted by the General Assembly, the term of the Executive Council expires with that of the President, irrespective of the number of years the Executive Council has been in office by then. The minimum number of members of the members of the Executive Council in order for this organ to be considered as a working one is three members who can vote. Should the Executive Council's term expire, and/or, as a result, the number of the members of the Executive Council who can vote is reduced to less than three, the Secretary-General shall issue a new call for nominations for members of the Executive Council, according to the procedure as provided for in article 8/vi of this Charter. The existing members of the Executive Council will, in the meantime, assume the pro tempore status, of which maximum term is one year. In case the Association is for the second time unsuccessful to elect such number of the members of the Executive Council that are needed for this organ to be a working, and a new President is not elected either, the members of the Executive Council which have a pro tempore status shall decide what further measures need to be taken in order to restore and sustain the leadership of the Association.

vi.

During the last year before the expiration of a member's term, the Secretary General issues a call for nominations to the GA for the renewal of additional members to the Executive Council. Any Member of the Association who is in good standing may recommend an additional member of the

Executive Council. The Member must send his or her recommendation, together with a written consent by the person that has been recommended, to the Secretary-General. The consent written and sent by e-mail is acceptable. The recommendation must reach the Secretary-General, electronically or otherwise, at least three months before the term of the additional member of the Executive Council has expired.

vii.

Should there be reasons that prevent an additional member of the Executive Council to complete his or her office, the Secretary-General shall begin the process of electing a new additional member of the Council. He or she shall call upon the membership of the Association as soon as possible, but no later than within thirty days, to recommend a new member, with his or her written consent. A recommendation must reach the Secretary-General within thirty days of the date the call has been published. The recommendation must be put forward immediately to the Assembly for a vote. The voting is done by electronic ballot. In case of multiple recommendations, the new additional member is elected by a relative majority vote.

Article 9

(Secretary-General)

i.

The Secretary-General aides the President in conducting the affairs of the Association and is a chief administrative officer of the Association. He or she shall co-ordinate the implementation of policies and decisions, adopted by the organs of the Association, and assist in handling the administrative and other affairs of the Association.

ii.

The Secretary-General is elected by the Executive Council upon the recommendation of the President. He or she shall participate in meetings of the Executive Council, but is not entitled to vote.

iii.

The Secretary-General is responsible for preparing the annual budget and annual report of the Association. In this he or she shall be fully assisted by the President, the Treasurer and the Executive Council respectively. The annual report should be made available to the members of the Association.

iv.

Should the Secretary-General be unable to perform his or her function, the President shall recommend a new Secretary General to be elected by the Executive Council as soon as possible.

In the meantime, the Executive Council assumes the tasks that have been carried out by the Secretary-General.

Article 10
(Treasurer)

i.

The Association shall have a Treasurer. The Treasurer shall oversee, with the President and the Secretary General, the handling of the Association's funds and advise the President and Secretary General on recommending a yearly budget to the Executive Council. The Treasurer is a member of the Executive Council and has full voting rights.

ii.

Until such time the Treasurer has been elected, the President shall be a Treasurer *pro tempore*. In the interim, the Executive Council shall consider an appointment of a Treasurer in a separate person. After the Executive Council has decided to introduce a Treasurer in a separate person, it shall recommend one to the General Assembly. A simple majority of votes cast by email or electronically is needed for a Treasurer to be confirmed. Henceforth, any subsequent Treasurer shall be recommended by the Executive Council. He or she shall be confirmed in the way provided for in this article.

iii.

Should the Treasurer be unable to complete his or her office, the Executive Council shall recommend a new Treasurer to the General Assembly. Until a new Treasurer has been elected, the President of the Association shall be the Treasurer *ad interim*.

Article 11
(Official journal)

i.

The Journal of International Relations and Development shall be the Official Journal of the Association. The acronym for the Official Journal is "JIRD".

ii.

The JIRD has an Editor-in-Chief. His or her utmost responsibility is to keep up the independent editorialship and integrity of the Official Journal. He or she actively co-operates with the President and the Executive Council with a view to enhancing the connection between the JIRD and the Association, above all, but not limited to, actively encouraging Members to present their research results in the Journal. The Editor-in-Chief shall present a yearly report on the editorial, managerial and financial development of the journal to the Executive Council. The Editor-in-Chief is a member of the Executive Council and has a full voting right.

Article 12
(Committees and Sections)

i.

The Executive Council shall, on its own initiative, or by the initiative of the General Assembly appoint such committees, standing or *ad hoc*, which it deems necessary for the advancement of the mission of the Association.

ii.

Sections give members an opportunity to focus on issues of their special concern. Every Member may create a section if there are at least five active participants in it. He or she shall inform the Secretary-General about creating a section by giving out the name of the section, stating its purpose, and listing the members of the section, by providing their written statements of consent. Statements, written and sent electronically, are acceptable. He or she shall also inform the Secretary-General if the section has ceased to exist. The Executive Council has the right to terminate a section should the latter prove idle over a certain period of time, but not less than two years.

Article 13
(Funding)

The Association is a non-profit organisation which sustains itself by membership fees. Funds may also be raised for specific projects and annual activities from grants, foundations, businesses, and other institutions willing to support the activities of the Association.

Article 14
(Account)

The Association shall have its own bank account.

Article 15
(Amendments)

The present Charter may be amended. Proposals for an amendment may be tabled at the Annual Session, or filed with the Secretary-General, but not later than three months before the date of the Annual Session. Amendments are adopted by the General Assembly, by a simple majority of Members in good standing.

Article 16

(Termination)

i.

Unless decided otherwise, the Association shall be deemed dissolved or terminated if no activity is reported for three consecutive years.

ii.

In the case of the termination or dissolution of the Association, the following Commission shall convene to complete the process: the President, the Secretary General, and a designated member of the Executive Council. The quorum of the Commission is 1/3 of its members.

iii.

If the Association ceases to exist, all money in the treasury of the Association, after payment of all outstanding debts, shall be donated to a local charity, designated by the member(s) of the Commission set forth in paragraph ii. of the present Article.

Article 17

(Transitional arrangements)

To ensure that the terms of the President and the Executive Council begin to coincide and to maintain the operational capability of the Executive Council after this Charter has come into force, the following provisions apply:

- a. the term of the first Executive Council members expires with that of the President, irrespective of the number of years the Executive Council has been in office by then;
- b. the first Executive Council will include only four additional members in total; three among them shall be elected and at most one co-opted additional member. By the second term, the Council shall be brought to the full composition as provided for in Article in 8.i.

Done in Ljubljana, 15 April 2007

(signatures follow on separate pages, which are a constitutive part of the present Charter).