



Exchanging Ideas on Europe

CONSTITUTION

1. The name of the Association shall be the University Association for Contemporary European Studies, and its address shall be determined by the Committee, but shall remain within the United Kingdom.
2. The object of the Association shall be to advance education for the public benefit through the promotion of teaching and research in contemporary European Studies, and in furtherance of this objective but not otherwise;
 - (1) to maintain and foster links between UK universities or institutions and those in other countries as well as with such other bodies as may be thought fit;
 - (2) to provide such help as may prove possible towards the promotion of contemporary European Studies;
 - (3) to foster coordination of teaching and research by all appropriate means including the organizing of meetings and seminars;
 - (4) to encourage the dissemination of research findings and to foster debate in contemporary European Studies by all appropriate means including the publication and circulation of papers and through the JCMS, Journal of Common Market Studies.
 - (5) to encourage the development of the successor generation of teachers and researchers in contemporary European Studies
3. Membership of the Association shall be open to:
 - (1) members of staff of universities or institutions or of other appropriate bodies who are engaged in relevant teaching, research or practice; hereinafter referred to as individual members;
 - (2) such universities or university departments (or other institutions and organisations which may be approved for this purpose) as undertake relevant teaching or research; hereinafter referred to as Group subscribers.
 - (3) existing individual members who may continue their membership after retirement.
4. Student membership of the Association shall be open to postgraduate students currently working in universities or other approved institutions (referred to in clause 3 hereof). Student members shall be entitled to attend meetings of the Association and to receive circulars, newsletters, etc., as may be produced from time to time by the Association. They shall normally be entitled to a maximum of three years as Student members (five years in the case of part-time students), after which they shall be entitled to individual membership of the Association provided that they continue to qualify as set out in clause 3(1).
5. The subscription rates for individual members, for participating universities, institutions and organisations who are Group members and for Student members shall be determined by the Committee from time to time, subject to the approval of the ensuing Annual General Meeting.
6. The affairs of the Association shall be conducted by its Trustees:
 - (1) a Committee
 - (2) a Chair, a Secretary and a Treasurer ("the Officers")

7. (1) In furtherance of the objectives of the Association, the Committee may exercise the following powers:
- (a) to raise funds and to invite and receive contributions provided that in raising funds the Executive Committee shall conform to any relevant requirements of the law;
 - (b) to appoint and remunerate administrative staff, including provision for pensions and superannuation of such staff and their dependants;
 - (c) to buy, take on lease or in exchange any property necessary for the achievement of the objectives and to maintain and equip it for use;
 - (d) to sell, lease or dispose of all or any part of the property of the Charity, subject to any consents required by law;
 - (e) to co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objectives or of similar charitable purposes and to exchange information and advice with them;
 - (f) to adopt its own rules of procedure;
 - (g) to do all such other lawful things as are necessary for the achievement of the objectives.

(2) In furtherance of the objectives of the Association, the Officers may exercise the power to:

i) approve and authorise the provision of banking services involving the giving of instructions to a bank or the provision of information by a bank to the Association by electronic or similar means (whether any such instructions and/or information relate to the making or authorisation of any payment or other order).

ii) make any kind of investment they could make if they were absolutely entitled to the assets of the Association.

The Trustee Act 2000 will apply with regard to Investment Powers.

8. The Committee shall consist of:

- (1) the Chair and other Officers who shall be individual members of the Association;
- (2) six other ordinary members elected from among the individual members of the Association;
- (3) if the proportion of the individual membership of the Association who are not normally resident in the United Kingdom exceeds 15%, one of the above six ordinary members shall be elected from among those members of the Association, if they are nominated, by the usual committee election process and electorate; such a member of the Committee shall, amongst other duties, ensure that the interests of those members are represented in the governance of the Association; it shall be the task of the Chair of the Association to determine whether or not the non-UK based individual membership of the Association exceeds 15% before the 15th day of May of each calendar year, and whether the provisions of this subclause should apply to the next Association elections; overseas members will also be eligible to vote for the other committee members;
- (4) the editor of the Journal of Common Market Studies, ex officio;
- (5) such other persons as may be co-opted by the Committee.

Co-option shall be for a period not exceeding one year but a person may be re-co-opted. In exercising the power conferred by this sub-clause regard shall be had to the need for ensuring that the Committee is broadly representative of the regions, the subject-interests and the types of institutions which are represented in the Association and that all provisions of the law of charities in England and Wales (e.g. on the residence of Committee members) are complied with.

The Committee shall meet at least once a year between Annual General Meetings, but its business may be conducted by correspondence.

9. The process and terms of election of Officers and the Committee shall be as follows:

- (1) the Officers of the Association and members of the Committee shall be elected by postal ballot;
- (2) the Officers shall be elected in each case for a term of three years. The Committee members shall each be elected for a period of three years, with the provision that each year one-third of the Committee members shall be elected.
- (3) the elections shall be conducted on behalf of the Association by Electoral Reform Ballot Services, or such similar independent organisation as shall in the future offer such a service;
- (4) In electing to each office and in each election to the places for the ordinary Committee member, each individual and student member shall have one vote;
- (5) In respect of any Committee member to be elected in accordance with the provisions of Clause 8(3) above, he or she shall be nominated and voted solely by those members of the Association who are not normally resident or working in the United Kingdom; in cases of doubt, the Chair of the Association shall have the power to determine which members of the Association fall into this category;
- (6) Nominations for Committee members and Officers may be submitted in writing to the UACES Secretariat at any time prior to the last day of January in the calendar year during which the Committee members and Officers take office. Nominations must be accompanied by a signed statement in writing from the nominees of their willingness to be nominated and to serve if elected. Elections shall take place in accordance with Clause 9(3), such that the results may be available to the Committee members and Officers in office by the last day in April of the same calendar year. The Committee members and Officers so elected shall take office from the first day of September in the same calendar year.
- (7) The Officers and the Committee member referred to in Clause 8(3) above shall be elected by the alternative vote and the Committee shall be elected by the single transferable vote, except in circumstances where, excluding the member elected under Clause 8(3) above, there is only one ordinary member of the committee to be elected in any given year, in which case the alternative vote shall be applied.

10. The Chair shall have a deliberative and casting vote.

11 Minutes of all meetings and proceedings of the Committee shall be kept by the Secretary. The accounts shall be kept by the Treasurer and scrutinised annually according to the standard contained within the relevant legislation. The accounts will be presented to the Committee and to the Annual General Meeting. The minutes and accounts shall be available for inspection by all members.

12. The Annual General Meeting of the Association shall normally be held in September of each calendar year. One month's notice in writing of the Annual General Meeting shall be given to the membership. The Committee and the Officers shall present reports to the Annual General Meeting.

13. This Constitution may be amended by a two-thirds majority of the individual and student members of the Association and of one member representing each group subscriber present, and voting at any meeting for which one month's notice has been given of a motion to that effect, provided that no alterations shall be made which would cause the Association to cease to be a charitable body.

14. All questions relating to the interpretation of this Constitution shall be determined by the Committee by a simple majority vote subject to approval at the subsequent Annual General Meeting.

15. The affairs of the Association shall be conducted in accordance with Rules drawn up by the Committee and approved by the Annual General Meeting. Such rules when adopted by the Committee shall have interim validity until approved or amended by the Annual General Meeting.

16. In the event of the Association dissolving or winding up, any assets remaining after all debts and liabilities have been satisfied shall be applied to or for some other charitable purpose or purposes, preferably a purpose connected with the first object of the Association.