

## CONSTITUTION

### NAME

1. There is hereby formally established the European Consortium for Political Research (ECPR). The ECPR is a Registered Charity in the United Kingdom.

### OBJECTIVES

2. The general purposes of the Consortium shall be to promote the development of political science in Europe, in particular by fostering collaboration between universities and other European institutions active in political research, teaching and training by placing better facilities at the disposal of political scientists throughout Europe, by increasing the contacts between them and their knowledge of each other's research, by making it easier for them to engage in co-operative advanced research, training and research-led teaching.

### MEMBERSHIP

3. Any university, college, or department of any university or college or institute or any comparable scholarly institution in Europe engaged in teaching, training and research in political science may apply for membership of the Consortium.

4. Non European institutions of similar status as detailed in 3. above may apply for associate membership. After six years' continuous membership, associate member institutions may apply for full membership.

5. A member shall subscribe each year a sum in accordance with a scale prescribed by the Council.

6. The members of the Consortium are institutions of higher education (departments, centres and institutes) that are wholly or principally engaged in teaching, research and training in political science. In cases of doubt about the interpretation of this definition, the application for membership is referred to the Executive Committee for decision. Otherwise, the Academic and Administrative Directors conjointly accept applications.

7. Criteria for admissions to membership of the Consortium:

- a) The parent institution and the department/institute making the request for membership should be engaged in direct teaching, training and research, not simply financing this through grants or contracts with other bodies.
- b) Any teaching carried out within the parent institution and the department/institute making the request for membership should be in the tertiary sector.

- c) The department/institute making the request for membership should contain a group of members actively involved in teaching, training and research in political science broadly defined.
- d) Exceptionally, membership will be open to departments/institutes engaged solely in political research: members must, however, be directly engaged in such research themselves, and the research must be in one or more of the main areas of political science.
- e) The parent institution and the department/institute making the request for membership should have no direct affiliation with any political organisation.
- f) The department/institute making the request for membership undertakes to guarantee regular annual payment of ECPR subscriptions.
- g) The department/institute making the request for membership of the ECPR undertakes to encourage regular participation by its members of that department/institute in the Consortium's activities.
- h) The Consortium will consider requests for associate membership from institutions outside Europe. Institutions in Europe are not eligible for associate status. Scholars from associate member institutions can participate in ECPR activities, but are not eligible to become Council or Executive Committee members. Associate membership subscriptions will be set at approximately fifty per cent of full membership. Associate members are not eligible for reimbursement of expenses. Criteria a) to g) also apply to associate members.
- i) Associate membership may be offered to academic and charitable foundations which are not primarily engaged in the teaching of political science. The subscription fee for such organisations will be left to the discretion of the Executive Committee. Foundation members can participate in ECPR activities on the same basis as Associate Members.
- j) Members must satisfy the requirements for academic freedom.

Notwithstanding the previous criteria, the Executive Committee reserves the right to refuse membership on other grounds. There is no right of appeal against the decisions of the Executive Committee on the question of membership.

## **COUNCIL**

8. Each full member is entitled to designate one person to serve as its representative on the Council and an alternate to represent it in the absence of the designated representative, except that any member which is more than one year in arrears with its subscription ceases to be eligible to be represented on the Council.

9. The Council shall meet in regular session at least once every three years at such time and place as may be determined by the Executive Committee.

10. Three months before the regular meeting of the Council, the Administrative Director shall communicate to each member the date, place and provisional agenda of the meeting. The provisional agenda shall include:

- a) a report from both the Academic Director and the Administrative Director on the work of the Consortium since the last meeting of the Council, including a report on the accounts, the financial position and prospects;

- b) a statement by the Chairman indicating plans and prospects for the succeeding three years;
- c) reports submitted by members about their activities;
- d) items proposed by the Executive Committee;
- e) items proposed by members;
- f) announcement of the results of the election of the Executive Committee.

11. The Council shall determine the general policy of the Consortium, and review the accounts, and confer upon the Executive Committee appropriate authority to carry out the programme and direct the affairs of the Consortium during the period between meetings of the Council.

12. A special meeting of the Council may be convened by: (a) the Executive Committee at anytime; or (b) by one-third of the members of the Consortium, by informing the Administrative Director in writing.

13. Each member shall have one vote, exercisable by its accredited representative present at the meeting. Subject to this the Council may adopt its own rules of procedure.

#### **EXECUTIVE COMMITTEE**

- 14.
  - a) The Executive Committee shall consist of twelve persons elected by members of the Council approximately two weeks in advance of its regular meeting.
  - b) The election will take place by electronic means. Those elected must, at the time of their election, belong to a full European Consortium for Political Research member institution.
  - c) Members of the Executive Committee shall be elected for a maximum term of six years.
  - d) A member of the Executive Committee who ceases to be attached to a member institution shall cease to belong to the Committee, after one year.
  - e) Subject to clause 14 g) below, any vacancies that occur in the Executive Committee for whatever reason, shall be filled up to the extent of three by drawing in order from the list of those 'alternates' elected for that purpose at the most recent election.
  - f) Where no one has been elected for this purpose, the Executive Committee shall have the right of co-option. The person filling the vacancy in either way shall hold his or her seat until the next election of members of the Executive Committee.
  - g) Any vacancies that occur on the Executive Committee in the three months prior to an election shall remain unfilled until that election. The vacancy will then be filled by election as in 14 a) above.
- 15.
  - a) The Executive Committee will meet at least once a year.
  - b) Special meetings shall be convened upon the request of the Chairperson or of a majority of the Committee.
  - c) For the purposes of taking decisions, the meetings of the Executive Committee must have a quorum of at least eight persons.
  - d) Where Executive Committee decisions are made via electronic means, decision is required of ten of the twelve Executive Committee members.
- 16.
  - a) The Executive Committee shall elect a Chairperson from among its membership;
  - b) The Executive Committee may establish its own rules and procedures and may

- delegate authority to the Chairperson, either Director or to any sub-committee to act on its behalf;
  - c) The Executive Committee shall be responsible for the adoption of the annual budget and for ensuring that the accounts are properly audited.
17. a) The Executive Committee shall appoint an Academic Director and an Administrative Director on such terms and conditions as it thinks proper. The Academic Director shall be responsible to the Executive Committee for the development of scholarly activities of the Consortium. The Administrative Director shall be responsible to the Executive Committee for the overall administration of the Consortium and the Central Services. The Executive Committee may also appoint other officers either to assist the Directors or to administer any of the special activities of the Consortium;
- b) The Academic Director will not normally be appointed for more than two terms of three years each.
18. The Executive Committee will have the power to appoint committees, receive and expend monies, enter into contracts and any other form of activity consistent with achieving the aims of the Consortium subject to any decisions or policy made by the Council and in accordance with the Consortium's status as a charity.
19. The Executive Committee, the Academic Director and the Administrative Director will circulate to members an annual report of their activities.

**AMENDMENTS**

20. a) This Constitution may be amended by a two-thirds majority of the members represented at a meeting of the Council, provided that those present constitute at least forty per cent of the total membership of the Council;
- b) If the Council proves to be inquorate for the purpose of discussing an amendment to the Constitution, the proposed amendment will be put to an electronic ballot of the official representatives of all members, subject to arrangements approved by a simple majority of voting members present at the Council. To be carried, the amendment will require the approval of a two-thirds majority of those voting in the electronic ballot provided that those voting in the ballot constitute at least forty percent of the total membership of the Council;
- c) No proposal for amendment of the Constitution will be considered unless at least two months' notice has been given to all members and the meeting at which it is to be considered shall have been properly convened;
- d) No amendment will be made to this Constitution that would cause the Consortium to cease to be a charity.

*Amended September 2010*