

Title IV. *e n l***Article 11**

The Council shall be composed of two classes of members:

- A) *Representatives designated by the collective members of the association* in such a number as may be determined by the Executive Committee, provided that no collective member shall be entitled to more than three representatives on the Council; in case there should be two or more collective members from a country, the total number of representatives of such collective members on the Council shall not exceed three. Each collective member shall be entitled to designate alternates to represent it at any meeting of the Council.
- B) *Individual members proposed by the president and ratified by the Executive Committee.* The individual members, whose total number may not exceed 25% of the number of representatives of collective members, are selected from the following categories:
 - a) individual and institutional members of the IPSA from countries or regions where there is no collective member;
 - b) chairpersons and secretaries of IPSA research committees and study groups or their representatives;
 - c) boards of editors of IPSA official publications.

The members of national associations which are more than two years in arrears with their fees are ineligible to sit on the Council unless a successful appeal is made to the Executive Committee.

Article 12

The Council shall normally meet in regular session once every two years at such time and place as may be designated by the Executive Committee.

Article 13

Half the members of the Council constitutes a quorum.

Article 14

A special session of the Council shall be convened by the Secretary General upon request of two thirds of the collective members of the Association. The Secretary General shall give reasonable notice of the date, place and object of any special session.

Article 15

The Council shall determine the policy of the Association, approve the accounts, and review the financial prospects of the Association for the succeeding two years.

Article 16

Each member of the Council shall have one vote.

Article 17

The Council shall elect the President of the association, who shall hold office until his or her successor is elected at the next regular session of the Council. Should the President die, or resign, the vacancy shall be filled by the first vice-President.

The Executive Committee nominates a candidate or candidates for presidential elections one year before the election. Other candidates may be proposed during the Council meeting.

Article 18

Three months before the opening of each regular session of the Council, the Secretary General shall communicate to each member of the Council the date, place, and provisional agenda of the session.

The provisional agenda shall include:

- a) the report of the Secretary General on the work of the Association since the last session of the Council;
- b) the accounts of the Association for the preceding two years;
- c) a statement of the financial prospects of the Association for the succeeding two years;

- d) items proposed by the Executive Committee;
- e) items proposed by any collective member;
- f) election of the President of the Association;
- g) election of the Executive Committee for the succeeding two years.

Article 19

The Council, subject to the provisions of article 16, may adopt its own rules of procedure.

Title V. e e e mm ee

Article 20

The Executive Committee shall consist of not less than twelve, nor more than eighteen members, or alternate members, of the Council; the President and the past-President shall be counted part of this maximum. The Executive Committee shall be elected by the Council at each regular session. There shall normally be only one representative of a collective member of the Association on the committee and in any case no more than two representatives.

- a) The retiring President is ex officio member of the Executive Committee with voting right for the period of two years following his or her retirement.
- b) Editors of the Association's official publications will normally attend the meetings of the Executive Committee without voting rights.

Article 21

Each member of the Executive Committee shall have one vote.

Article 22

The Executive Committee shall hold its first meeting immediately following the close of the session of the Council at which the committee was elected. It shall then elect one or several of its membership to serve as vice-Presidents. The Executive Committee shall regularly meet once a year. Special meetings may be convened when needed, upon the request of the President or of a majority of the membership of the committee.

Article 23

If a member of the committee is unable to attend a membership meeting, the national or regional association or individual member of the association concerned may designate an alternate. In this event the Secretary General shall be notified of the name of the alternate in advance of the meeting.

Article 24

In addition to exercising those powers and duties specified elsewhere in this Constitution, the Executive Committee shall:

- a) execute the decisions of the Council;
- b) exercise general control over the administration of the Association;
- c) be responsible for the development of the programme and activities of the Association between sessions of the Council;
- d) appoint the Secretary General upon the proposition of a nomination committee selected by the Executive Committee. The Secretary General is normally expected to serve for eight years subject to his or her appointment being reviewed after four years. He or she may be reappointed for an additional four years;
- e) establish such standing or temporary committees of the Association as may seem desirable;
- f) accept and expend moneys on behalf of the Association;
- g) submit reports as necessary to members of the Council and invite and consider their comments thereon;
- h) establish, subject to general directives adopted by the Council, the annual budget of the Association; and
- i) ratify the appointment of the programme chair upon nomination by the President.

Article 25

The Executive Committee may establish its own rules and regulations and may delegate authority to act on its behalf to the President or the member acting for him or her, to the Secretary General, or to sub-committees of its members.

Article 26

The Secretary General, with approval of the President, may appoint such staff as may be required and determines their salaries. The Secretary General is authorised to handle the accounts of the Association. The Secretary General shall, at the end of his or her appointment hand over to his or her successor the audited accounts and assets of the Association.

Title VI. Financial Resources**Article 27**

The financial resources of the Association shall include:

- a) annual dues to be contributed by collective members in accordance with such scale as may be determined by the Executive Committee prior to the first session of the Council, and by the Council thereafter;
- b) annual dues payable by individual and institutional members, the amount which shall be determined by the Executive Committee, subject to any decision by the Council;
- c) proceeds from the sale of publications of the Association, after all expenses contracted have been met; and
- d) contributions and grants of public institutions and fees for special services the conditions of which are approved by the Executive Committee subject to any decision by the Council, after all expenses contracted have been met.

Article 28

The Secretary General of the Association shall be responsible for supervising:

- a) the receipt, custody, and disbursement of moneys on behalf of the Association
- b) the archives of the Association
- c) the publication of the Association's newsletter.

Article 29

The Council reviews and approves, at each of its regular sessions, a financial report prepared by chartered accountants. The report covers the period between Council meetings.

Article 30

Members ceasing to belong to the Association shall have no claim upon its assets.