

# **Constitution of the Association of Asian Social Sciences Research Councils (AASSREC)\***

## **ARTICLE I**

### **Name**

The name of the Association shall be the Association of Asian Social Science Research Councils-AASSREC-herein referred to as the Association; and in this context, "Asian" shall connote the region of Asia and the Pacific.

## **ARTICLE II**

### **Objectives**

The objectives of the Association are:

- a) to encourage the development of social sciences in Asia and the Pacific, with due regard to the region's national and cultural traditions;
- b) to promote research, teaching, training and dissemination of knowledge in the social sciences in Asia and the Pacific;
- c) to identify major areas of national, regional and international development efforts in order to organize cross-national research;
- d) to stimulate close relations between organizations of social scientists and other forms of fruitful interaction in the region; and
- e) to strengthen cooperation with social science organizations in other regions, and with other regional and international organizations.

## **ARTICLE III**

### **Regular Membership**

- a) There shall be only one regular member for each country in Asia and the Pacific region;
- b) 1) National Social Science Councils or Academies of Social Sciences or similar bodies in Asia and the Pacific are eligible to become members of the Association; and in this context, "Council," "Academy," and "body" shall connote organizations that are teaching, training, and engaged in the dissemination of knowledge in the social sciences at the national level,

- 2) Where, however, there is no National Social Science Council or Academy of Social Sciences or similar body, the Association may admit a body which it deems to be suitably qualified to be a regular member until such time as a Council or Academy or analogous body is formed in that country and admitted to regular membership;
- c) Applications for regular membership in the Association shall be decided upon by the Executive Council;
  - d) Where there are two or more claimants for regular membership from a given country, the Executive Council shall decide the candidature by a unanimous vote of the full Council. In the event of disagreement the matter shall be referred to the General Conference;
  - e) The membership fee shall be paid by each regular member annually, on a calendar year basis. The amount of the fee to be paid shall be decided by the General Conference of the Association from time to time;
  - f) Membership may be terminated by the Executive Council where a regular member has been in arrears of its membership fee for a period exceeding three years.

*\* Approved by the 6th General Conference in Denpasar Bali, Indonesia on 2-7 September 1985  
Amended during the 14th Biennial General Conference in Hanoi, Vietnam on 5-9 November 2001.*

## **ARTICLE IV**

### **Associate Membership**

- a) Associate Membership shall be open to the following categories of organizations, provided that their applications are approved unanimously by the full Executive Council:
  - i. National organizations in a country, performing functions akin to those of the national councilor academy, and recommended by the regular member council or academy;
  - ii. Regional social science organizations, recommended by at least two regular members;
  - iii. *National, regional or international funding agencies or foundations* which have a substantial interest in providing support for social science research, teaching, training and dissemination of knowledge in Asia and the Pacific.
- b) The amount of the fee for each category of associate member shall be decided by the General Conference from time to time and shall be payable on a calendar year basis.
- c) The Executive Council may terminate the associate membership of any organization, if it is in arrears of the associate membership fee for a period exceeding two years.

## **ARTICLE V**

### **Rights of Regular Members**

- a) Each regular member shall have the right to nominate its representatives to participate in the business meetings, including elections, of the Association; and in all other meetings, conferences, activities and programmes organized under its auspices.
- b) Each regular member shall receive a copy of the publications of the Association and the record of discussions and deliberations of various meetings, conferences, activities and programmes organized under its auspices.

## ARTICLE VI

### Rights of Associate Members

Each associate member shall have the rights referred to in Article V except the right to participate in business meetings.

## ARTICLE VII

### Organs of the Association

Organs of the Association(s) shall be:

- a) *The General Conference*, which shall normally meet once every two years;
- b) i) *An Executive Council*, consisting of the following offices, shall be elected by the General Conference and shall hold office until the next General Conference:
  - The President
  - Two Vice-Presidents, one of whom shall be the immediate past President; and
  - The Secretary-Generalii) The members elected to different offices shall designate persons to execute the duties of those offices.
- c) The *Secretariat*, of which the head shall be the Secretary-General, shall convene meetings of the Executive Council after prior consultation with its members and shall be responsible for preparing the report of the activities of the association and its future programme and budget.

## ARTICLE VIII

### By-laws

The Conference shall formulate by-laws specifying the detailed application of the provisions of the Constitution.

## ARTICLE IX

### Amendments

Amendments to the Constitution may be proposed either by any member six months in advance of the General Conference or by the Executive Council. All such proposed amendments shall be circulated among the members by the Secretary General at least three months prior to the General Conference.

An affirmative vote of two-thirds of the members of the Association, present and voting, shall be required for the adoption of any such amendment.

# **By-Laws of the Association of Asian Social Science Research Councils**

*(As of June 30, 1994)*

Pursuant to the Constitution of the Association of Asian Social Science Research Councils (AASSREC) as approved by the Sixth General Conference held in Denpasar, Bali, Indonesia from 2-7 September 1985, these by-laws specify the detailed application of some of its provisions as follows:

## **ARTICLE I**

### **Membership**

Section 1 - There shall be two types of members: Regular and Associate Members.

Section 2 - Regular members shall consist of one national social science council or academy of social science or similar body in each Asia and the Pacific<sup>1</sup> country.

Section 3 - Associate members shall consist of any number of national organizations performing functions akin to those of the national council or academy in the countries of Asia and the Pacific.

Section 4 - Applications for all types of members shall be decided by the Executive Council. In the case of an associate member, the regular member where the applicant associate member is located should be consulted. In the event of disagreement the matter shall be referred to the General Conference whose decision shall be final.

Section 5 - Annual fees payable on a calendar year basis shall be determined by the General Conference.

Section 6 - Any regular member may be terminated by the Executive Council for

(a) failure to pay its annual fee for three consecutive times, and

(b) failure to attend two consecutive General Conferences.

Section 7 - Any associate member may be terminated by the Executive Council for non-payment of fees for two or more consecutive years.

## ARTICLE II

### Organs of the AASSREC

The organs of the Association shall be:

#### Section 1 - General Conference.

The General Conference shall consist of all members (regular and associate) of the AASSREC designated in Article I, Sections 2 to 4, which shall be represented by duly designated representatives of the member organizations.

- a) The General Conference shall meet in regular session once every two years. The Secretary-General shall give not less than six months' notice by letters to each member. However, special meetings may be called by the Executive Council by the majority of the Regular Members. At least thirty days' notice by letters shall be given for such meetings.
- b) The General Conference is sovereign. It has the following powers:
  1. Provides the guidelines for exercising its functions designated in Article II of the Constitution.
  2. Elects from among the regular member associations the President, two Vice-Presidents (one of whom shall be the immediate past president), and the Secretary-General who shall hold office until the next General Conference. The member associations elected to different offices shall designate persons to perform the duties of those offices.
  3. Receives and approves the AASSREC annual and financial reports and audits the receipt and disbursements of funds and properties, including such funds entrusted to the AASSREC by other organizations.
  4. Approves the budget of the AASSREC circulated to member associations by the Secretariat at least one month before the General Conference.
  5. Receives the minutes of the meetings of the Executive Council and adopts them as part of the meetings of the General Conference.
- c) At any meeting of AASSREC each regular member association is entitled to only one vote. No proxies shall be allowed. Associate member associations may participate in any deliberation of the AASSREC but shall not vote.
- d) A quorum for any meeting of AASSREC shall consist of a majority of the regular members in good standing present personally, and a similar majority of such quorum shall decide any question at the meeting.
- e) Select officers of the Biennial Conference.

## **Section 2 - Executive Council**

The Executive Council shall be composed of the President, two Vice-Presidents, and the Secretary General of AASSREC. A fair rotation of offices between all member associations of AASSREC shall be encouraged in the election of membership of the Executive Council.

- a) The Executive Council shall be the governing body of AASSREC when the General Conference is not in session.
- b) The Executive Council shall meet during the
  - (1) biennial conference,
  - (2) when convened by the President, at least once a year, either on his/her own initiative, or on a proposal by the Secretary-General accepted by the President.
- c) The powers and responsibilities of the Executive Council are the following:
  - 1. Supervises and oversees the Secretariat and all subsidiary bodies which the General Conference may establish.
  - 2. Establishes linkages with national, regional and international bodies which are engaged in activities of the social sciences.
  - 3. Approves application for all types of membership.
  - 4. Where necessary, mediates and arbitrates conflicts among members of AASSREC.
  - 5. Prescribes and approves the procedure and order of business of the conferences of AASSREC submitted to it by the Secretariat.
  - 6. Creates such subsidiary bodies or committees which may be necessary to carry out the functions of AASSREC.
  - 7. Invites when necessary, up to two other members to attend Executive Council Meetings, particularly those persons or member-Councils who are in-charge of the preparations for special panel discussions and other sub-meetings of the Biennial General Conferences.
- d) If any position in the Executive Council shall fall vacant, it shall be filled by nomination by the regular member concerned.

### **Section 3 - Secretariat.**

The Secretariat of AASSREC shall be responsible for maintaining an efficient staff for servicing the requirements of the General Conference, Executive Council and the officers of AASSREC in pursuance of its objectives. It shall be headed by a Secretary-General elected by the General Conference and shall serve a term of two years, without prejudice to reelection. The number of personnel of the secretariat shall be determined on the basis of need and resources.

- a) The duties of the Secretariat are the following:
  1. Prepares the draft work-plan based on the objectives of AASSREC as enumerated in Article II of the Constitution for the approval of the General Conference.
  2. Prepares the draft budget and financial plan for presentation to the General Conference or to the Executive Council as the case may be. The AASSREC financial year shall coincide with the calendar year.
  3. Maintains an account of the funds raised from all sources.
- b) Where necessary the permanent personnel of the Secretariat may be given compensation as may be determined by the Executive Council based on the prevailing salary structure of the country hosting the Secretariat.
- c) The seat of the Secretariat shall be in the country of residence of the Secretary-General,

## **ARTICLE III**

### **Officers of AASSREC**

#### **Section 1 - President.**

The President is elected by the General Conference and holds office for two years which starts on the day of his/her election. His/her rights and responsibilities are the following:

- a) As the head of the AASSREC, he/she represents the AASSREC in all its relationships with other bodies.
- b) Presides over the meetings of the General Conference and the Executive Council.
- c) Appoints committees with the consent of the Executive Council.
- d) Nominates AASSREC representatives to attend meetings of other regional and international social science bodies.
- e) Performs such other duties as may be assigned to him/her by the General Conference or Executive Council.

#### **Section 2 - Vice Presidents.**

The Vice-Presidents are elected by the General Conference for a term of two years which starts on the day of their election. Their duties are the following:

- a) In case of absence or inability of the President, one of the Vice Presidents elected by the Executive Council shall exercise the powers and duties of the President.
- b) The Vice-Presidents shall have such powers and duties as the Executive Council or the President may from time to time prescribe.

#### **Section 3 - Secretary-General.**

The Secretary-General is elected by the General Conference for a term of two years, without prejudice to reelection and shall have the following powers and duties:

- a) As head of the Secretariat, the Secretary-General serves as the chief operating officer who shall over-see the day to day implementation of the programmes and projects of AASSREC.
- b) Concludes agreements, signs contracts on behalf of AASSREC with other national or international organizations.
- c) Acting under authority of the Executive Council, the Secretary-General prepares the drafts and/or implements the programmes and projects of AASSREC.

- d) Acts as Secretary to the General Conference and the Executive Council.
- e) Prepares the draft annual budget of AASSREC for consideration and approval of the Executive Council. The AASSREC financial year shall coincide with the calendar year.
- f) Prepares an annual financial report (properly audited by a qualified auditor) which shall be transmitted to the Executive Council, and approved by the General Conference.

## **ARTICLE IV**

### **Dissolution**

Section 1 - The AASSREC may be dissolved on the initiative of the Executive Councilor that of the General Conference specifically convened for the purpose. At least six months' notice shall be given of such a meeting. A decision to dissolve the AASSREC shall require a majority of at least two-thirds of the votes cast.

Section 2 - If the motion to dissolve the AASSREC is approved, the General Conference shall appoint three liquidators of different nationalities to wind up the AASSREC affairs. They shall determine the allocation of resources belonging to AASSREC as directed by the representatives of the General Conference of AASSREC.

## **ARTICLE IV**

### **Amendments**

Section 1 - Amendments to these by-laws shall be done in accordance with the provision in Article IX of the Constitution. UNESCO document 27/C52 Add. 2 defines Asia and the Pacific to include the following countries:

1. Afghanistan
2. Australia
3. Bangladesh
4. Bhutan
5. Cambodia
6. China, People's Republic of
7. Cook Islands
8. Fiji
9. Korea, Democratic People's Republic of
10. Korea, Republic of
11. India
12. Indonesia
13. Iran, Islamic Republic of

14. Japan
15. Kazakhstan
16. Kiribati
17. Kyrgyzstan
18. Lao, People's Democratic Republic of
19. Malaysia
20. Maldives
21. Mongolia
22. Myanmar
23. Nepal
24. New Zealand
25. Niue
26. Pakistan
27. Papua New Guinea
28. Philippines
29. Russian Federation
30. Samoa
31. Solomon Islands
32. Sri Lanka
33. Tajikistan
34. Thailand
35. Tonga
36. Turkey
37. Turkmenistan

38. Tuvalu

39. Uzbekistan