



# EUROPEAN ASSOCIATION FOR POPULATION STUDIES

## BY-LAWS

### **Preamble**

The European Association for Population Studies (EAPS), hereinafter referred to as the Association, is a scientific association of individual members and Affiliated Institutions, having as its aim to promote the study of population in Europe.

The By-Laws of the Association have been established in The Hague, the Netherlands on 31 March 1983 and were amended by the General Assembly on 26 June 2014 and 15 December 2015.

### **Article 1 Officers and Council**

- 1.1. No Officer of the Association shall hold the same office for more than two terms.
- 1.2 The President of the Association shall serve as such for a term of office of two years and shall not be immediately re-eligible for any other office.
- 1.3 The Vice-President of the Association shall serve as such for a term of office of two years and shall then succeed to the office of President for a term of office of two years.
- 1.4 The Secretary-General/Treasurer of the Association shall serve as such for a term of office of two years and shall be immediately re-eligible for another term. Subject to the limitations set out in Article 1.1, the Secretary-General/Treasurer may be elected to Vice-President or as ordinary member of the Council.
- 1.5 Ordinary members of the Council shall serve for a term of office of two years. Subject to the limitations set out in Article 1.1, they may be re-elected as ordinary members of the Council or as an Officer of the Association.
- 1.6 Members who have held office as President may be elected as Honorary President and shall continue as such for as long as they remain members of the Association. Honorary Presidents shall be entitled to attend meetings of the Council, but shall not have the right to vote at Council meetings.
- 1.7 Casual vacancies whether caused by death, resignation or otherwise shall be filled in the following manner:
  - i. If there is a vacancy in the office of President, the Vice-President shall succeed to the office and shall serve for the remainder of the former President's term. This shall not affect her or his subsequent term of office as President.



- ii. A vacancy in the office of Vice-President shall not be filled until the next election. If there is a vacancy in the office of Vice-President at least one candidate shall be nominated for the office of President in the next election.
  - iii. If there is a vacancy in both the office of President and the office of Vice-President, the member of Council (other than Honorary President) who is senior in length of membership of the Association shall become Acting President until the next election. Where two or more members of the Council are of equal seniority in the Association, the oldest of them shall become Acting President. A member who has served as Acting President shall, subject to the limitations set out in Article 1.1, be eligible for election as President or Vice-President on one further occasion.
  - iv. If there is a vacancy in the office of Secretary-General/Treasurer, the Council shall appoint by co-option a member of the Association to serve in that office until the next election. Provided the person so appointed has not served for more than half of the previous Secretary-General's term before the next election, s(he) shall, subject to the limitations of Article 1.1, be re-eligible for two further terms as Secretary-General/Treasurer, otherwise s(he) shall be re-eligible on one further occasion only.
  - v. A casual vacancy in the ordinary membership of the Council shall be filled by co-option.
- 1.8
- i The Executive Director shall not be a member of the Council, but may be asked to attend its meetings.
  - ii The Executive Director serves subject to the wishes of the Council and may be paid a compensation by the Association.
  - iii The Executive Director shall perform such functions as the Council may assign and, if the Association has an office, shall direct that office.
- 1.9 The Council may appoint such ancillary personnel as may be necessary.
- 1.10
- i The Council shall administer the affairs of the Association and organize its scientific activities subject to the directions of the General Assembly.
  - ii The Bureau, or if need be the President, may in cases of urgency act on behalf of the Council, but shall report on the action taken to the Council as soon as possible.
  - iii The Secretary-General/Treasurer shall assist the President in carrying out the decisions of the Council and the General Assembly. S(he) shall cause



accounts to be kept and shall make a report to the General Assembly on the activities and finances of the Association for the period since the previous General Assembly.

## **Article 2 General Assembly: Voting**

- 2.1 Voting shall normally be by show of hands unless at least ten members request a secret ballot.
- 2.2 When an amendment to a resolution is moved, the amendment shall be voted on before the substantive resolution. When several amendments to a resolution are proposed, the presiding Officer shall decide on the order in which the amendments are voted on.
- 2.3 A motion shall be considered as an amendment to a resolution if it merely adds to, deletes from, or revises part of that resolution.
- 2.4 In the case of an equality of votes for and against a resolution, the presiding Officer shall have a casting vote. The presiding Officer shall not normally vote on a resolution unless there is an equality of votes.

## **Article 3 Elections and Nominations of Officers and Members of Council**

- 3.1 The Council and Officers of the Association shall be elected by the members of the Association.
- 3.2 The General Assembly shall elect a Nominating Committee consisting of five members of the Association, to hold office until the General Assembly following. The Executive Director shall act as clerk to the Nominating Committee. The Nominating Committee shall put forward a slate of candidates for the elections.
- 3.3 The slate of candidates will be the following<sup>1</sup>: for the post of Vice-President at least two candidates; for the post of Secretary-General/Treasurer at least two candidates; for the posts of ordinary member at least four and at most 6 candidates.
- 3.4 The Nominating Committee shall also put forward a candidate for the post of Chair of the Advisory Board.

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<sup>1</sup> In the transition period from the old to the new election system at least one candidate shall be nominated for the post of President.



- 3.5 The Nominating Committee shall inform the Council of the names put forward not later than three months before the beginning of the elections . The Council shall as soon as possible thereafter but at least two months before the beginning of the elections, communicate the proposed names to the members of the Association.
- 3.6 Any five members of the Association may submit additional nominations to the Council in writing, with the written consent of the nominee. Such nominations must be received not later than one month before the beginning of the elections.
- 3.7 The elections shall be conducted by secret ballot. A ballot shall be sent to the members by any secure communication means, including via the internet and by email. To be counted, duly filled ballot forms must be submitted before a deadline which is specified on the ballot form.

#### **Article 4 Finance**

- 4.1 The Secretary-General/Treasurer shall administer the financial affairs of the Association, subject to direction by the Council.
- 4.2 The Executive Director shall keep the accounts of the Association and is responsible for the day-to-day execution of Council decisions.
- 4.3 Members who have not paid their dues for two successive years without being excused by the Council shall be considered as having resigned. They may be reinstated provided they have paid their dues for the years of unpaid membership.
- 4.4 Only members in good standing, having paid all their dues, will be entitled to the benefits of membership such as reduced registration at EAPS activities
- 4.5 The General Assembly shall appoint two members as Auditors to examine the books, vouchers and accounts of the Association, who shall satisfy themselves that these have been properly kept. They shall make a report to the Secretary-General/Treasurer and this report shall be submitted to the next General Assembly. The Auditors shall hold office until the next General Assembly.

#### **Article 5 Revision of By-Laws**

The By-Laws may be revised by the General Assembly, provided that two-thirds of the members present and voting agree.

As amended on 15 December 2015