

Bylaws

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The Association of Academies and Societies of Sciences in Asia

Title I. Membership

1.1. Application for Membership or Associateship must be in writing and fulfill the following requirements.

- (1) Information on applicant's constitution and bylaws;
- (2) Information on members;
- (3) Organizational structure of the academy or society;
- (4) Explicit endorsement of AASSA Constitution and Bylaw.

1.2. Membership applications shall be reviewed by the Executive Board or by a subgroup from the Executive Board. If another academy from the same country wants to apply for membership to AASSA, the new applicant has to obtain a no objection statement from the existing AASSA member of that country before the application is forwarded to the AASSA Secretariat. The application and the documents will then be sent for review to the Executive Board.

1.3. As long as the academy seeking membership is eligible, the Executive Board shall grant it the status of provisional member. Academies with provisional membership may participate fully in all AASSA programmes and activities without voting rights.

1.4. At its next regular meeting the General Assembly shall vote on new applications for membership or associateship and grant provisional members the status of full membership unless there are compelling reasons not to do so.

1.5. International organizations of academies and societies may apply for membership without voting rights.

1.6. As long as the Member or Associate Member pays the applicable annual subscription,

1.6.1. Members have the following rights:

- (1) to receive all notices of meetings of the General Assembly;
- (2) to be represented at all meetings of the General Assembly by the Eligible Member's Representative;
- (3) for their Representative to be heard and to vote at all meetings of the General Assembly. However, this shall not apply to Associate Members;
- (4) to nominate their Representative to stand for election to the Executive Board

1.6.2. Associate Members shall have the rights to receive all notices of meetings of the General Assembly, but Associate members

- (1) cannot vote at meetings of the General Assembly,
- (2) cannot nominate nor stand for election to the Executive Board.

1. 7. Removal and cessation of membership or associateship

- (1) A Member or Associate may be removed for non-payment of annual subscription as stipulated in the Constitution.
- (2) A Member or Associate may resign from membership by giving written notice and the resignation shall take effect from the date of receipt of the notice of resignation or such later date as may be stated in the notice.
- (3) A Member or Associate may be removed by ordinary resolution of the General Assembly, provided that the following provisions have first been fulfilled:
 - (i) A majority of the Executive Board must agree that the Member or Associate is no longer considered suitable to be a Member or Associate;
 - (ii) The Executive Board must first give at least three months' written notice to the Member or Associate of the intention to terminate its membership;
 - (iii) The Member must be invited, in the written notice, to provide to the Executive Board any written representations which the Member wishes the General Assembly to consider;
 - (iv) If the Member makes written representations, and requests that they be provided to the General Assembly, in sufficient time before the notices of meeting of the General Assembly are sent, the Executive Board must ensure that a copy of the representations is included in the notices calling the meeting of the General Assembly;
 - (v) If copies of the representations have not been included in the notices of meeting, for any reason, the Member may require the representations to be read out at the meeting of the General Assembly; and
 - (vi) Whether or not representations have been circulated or read, the Member must be given a full and fair opportunity to address the General Assembly.

(4) A Member or Associate ceases to be a Member or Associate respectively,

- (i) If it is wound up or dissolved, deregistered or ceases to exist,
- (ii) If it is insolvent.

Title II. Election of Executive Board

- 2.1.** At least six months before the next regular meeting of the General Assembly the President shall request all AASSA member Academies to indicate whether they seek representation on the Executive Board. In submitting this request to member Academies the President shall fix a deadline for response that shall be at least 60 days prior to the first day of the forthcoming meeting of the General Assembly.
- 2.2.** Each member academy with voting right in the General Assembly, in principle, can nominate one candidate for whatever position. However, the member academy may nominate two candidates; the first candidate for positions of President, President-elect, vice president or treasurer, and the second candidate for members-at-large under the condition that the second candidate loses its candidacy in case the first candidate is elected
- 2.3.** In submitting its nomination of a candidate, either for the first time or for a renewal of term, a member Academy shall provide a brief citation of (maximum length one page) for each of its candidates for various positions of the Executive Board in which it summarizes the strengths of its nominee to the Executive Board.
- 2.4.** At least four weeks before the next regular meeting of the General Assembly the Executive Board shall appoint an Election Committee of three persons selected from among representatives of member Academies that do not seek election or re-election to the Executive Board.
- 2.5.** At least 14 days prior to the first day of the forthcoming meeting of the General Assembly the Election Committee shall circulate to all member Academies a list of all candidates for membership of the Executive Board, as well as their C.V.
- 2.6.** The election of the members of the Executive Board shall be conducted by a secret ballot using paper forms. The Election Committee shall decide on any issues relating to the validity of the election process and its results. A candidate is declared elected when the candidate has the majority vote.
- 2.7.** The voting shall be organized as follows:

- 2.7.1. The voting shall be conducted in the following order: President, President-elect, Vice President, Treasurer and six Members-at-large. The ballot form shall not reveal the identity of the member academy that casts it.
- 2.7.2. Each member Academy shall cast affirmative votes in favor of candidates by placing the sign X in the box appearing opposite the name of those candidates. A ballot form is invalid if more than 1 sign X is placed for the President, President-elect, Vice President and Treasurer, and more than 6 signs X are placed for the Members-at-large. If fewer than the maximum permissible signs X are placed, then the missing votes shall be considered abstentions.
- 2.7.3. The Election Committee shall determine the number of affirmative votes each candidate has received. It shall then determine candidates that have received the majority votes. If two or more candidates have received the same number of majority votes they shall each be included in the appropriate electoral group until all vacancies have been filled. If for the last position of each electoral group two or more candidates have received the same number of majority votes, those candidates shall draw lots to decide. If necessary, a new vote shall take place excluding the candidate with the least number of votes. This procedure shall be continued until a candidate or candidates receive a majority of votes.
- 2.7.4. The Committee shall judge, and announce, among the candidates who have received majority votes, which candidates are elected as members of the Executive Board.

Title III. Election of Secretariat

- 3.1. After having decided to propose to the General Assembly to elect an academy to host the AASSA secretariat, the Executive Board shall request, without delay, AASSA member academies to indicate whether they wish to host the secretariat.
- 3.2. If the academy that hosts the secretariat has notified the Executive Board that it wishes to terminate its role as host to the secretariat, the Executive Board shall request, without delay, AASSA member academies to indicate whether they seek election to host the secretariat.
- 3.3. On the basis of the nominations so received the Executive Board shall develop a proposal for a new host for the secretariat and place that proposal before the next regular meeting of the General Assembly.
- 3.4. If it is not possible to postpone the decision until a regular meeting of the General Assembly, the decision may be made by a vote by email.

Title IV. Annual Subscription

- 4.1. The annual subscription of the AASSA shall be USD 1,500 per annum. In cases of developing countries USD 1,000 per annum may be accepted by the Executive Board.
- 4.2. Members will be encouraged to pay as close to the maximum rates as possible.
- 4.3. Membership subscription shall be due on the 1 January of each year.
- 4.4. Under very special circumstances, members may apply to the Executive Board for a reduction or a waiver of the annual subscription. Only the Executive Board has the right to give a reduction or a waiver of the annual subscription.
- 4.5. No part of any annual subscription shall be refundable to a Member or Associate who ceases to be a Member in accordance with these Bylaws, unless the Executive Board in its discretion determines otherwise.

Title V. Special Committee

- 5.1. In order to carry out matters deemed necessary, the President may establish a special committee by resolution of the Executive Board.
- 5.2. The President may fix the term of the special committee's activities. When necessary, the term may be extended by resolution of the Executive Board.
- 5.3. The special committee shall continue to exist until its term expires or its mission is accomplished.
- 5.4. The President shall report the chairperson and members of a special committee to the Executive Board for its confirmation.
- 5.5. The chairperson shall represent the committee, control the proceedings, supervise the projects and programs of the committee, and maintain the minute of the committee

Title VI. Statements and Publications

6.1. Issues of Global Concern

- 6.1.1. If the Executive Board determines that the AASSA shall issue a Statement in which it takes a public position on a scientific or societal problem of a global nature, the Executive Board shall appoint an Editorial Board to prepare a draft text.
- 6.1.2. Such a draft text shall be circulated to the member academies at least six months before the General Assembly meeting at which the text is to be adopted as a Statement. Member academies shall be requested to comment on the draft text and the Editorial Board shall consider all comments so received.
- 6.1.3 The Executive Board shall place the final draft before the General Assembly for decision. If the draft receives the support of a majority of all AASSA member academies, it shall be made public as an AASSA Statement. Any such Statement shall explicitly indicate the AASSA member academies that support it.
- 6.1.4 If it is not possible to submit a final draft to a meeting of the General Assembly, the draft may be submitted by email to AASSA member academies for a decision by a vote by email. In that case there shall also be a period of six months between the communication of the draft to AASSA member academies and the decision on whether or not to make it public as an AASSA statement.

6.2. Urgent Issues

- 6.2.1 If the President determines that the AASSA shall issue a Statement on a scientific or societal problem that requires a rapid response, the Editorial Board shall submit a draft text to the Executive Board.
- 6.2.2 Within two weeks after receiving the draft text the members of the Executive Board shall send in comments, both on the wording of the text as such and on the desirability of issuing a Statement.
- 6.2.3 Within a week of receiving the above comments the President shall decide whether to proceed with the Statement and, if so, he/she will produce a final draft, taking account of the comments received.
- 6.2.4 The President shall submit the final draft of the Statement to all AASSA member academies for approval, indicating a deadline for sending in approvals or disapprovals.

6.2.5 If, at the passing of the deadline, a majority of all AASSA member academies has approved the draft, that draft shall be made public as an AASSA Statement. If a member academy does not send any response by the deadline, that member academy is considered as approved the draft. Any such Statement shall explicitly indicate the AASSA member academies that support it.

6.3 Exceptionally Urgent Issues

6.3.1 If the President determines that an exceptional event of the greatest urgency requires immediate action, he/she shall contact the members of the Executive Board outlining the proposed Statement

6.3.2 If there is not, within 48 hours after the initial message of the President, a negative response from a majority of the members of the Executive Board, the President shall publicly issue a Statement on his/her own behalf.

6.4 AASSA Publications

6.4.1 The executive Board shall appoint from among its members an AASSA Publication Committee and charge it with approving, or disapproving, for publication as an AASSA publication, draft publications emanating from an AASSA programme or activity.

6.4.2 The approval, or disapproval, of a draft publication shall be based on the merits of its data, analysis and conclusions. Approval shall not imply that the AASSA or its member academies approve the content of the publication. If necessary, the Publication Committee may decide to subject a draft publication to an independent review process.