

**CONSTITUTION of the POSTCOLONIAL STUDIES ASSOCIATION (as adopted May 2009, amended October 2009; amended and confirmed May 2010)**

**1. Name of the Association**

The name of the Association shall be the Postcolonial Studies Association. Its address shall be determined by the Committee, but shall remain within the UK and Ireland.

**2. Objects of the Association**

The aim of the Association shall be:

***to promote and encourage the development of teaching and research in postcolonial studies, understood in the broadest sense, creating an interdisciplinary and international forum for information exchange, networking opportunities, research collaborations and other activities;***

To this end, its objectives shall be:

- (a) to provide such help as may prove possible towards the promotion of research in this field;
- (b) to create an international network of scholars working in the field of postcolonial studies, and to ensure communication through electronic and conventional resources;
- (c) to encourage innovative research in the field of postcolonial studies by all appropriate means, thereby fostering international and interdisciplinary dialogue between scholars through the organization of conferences, seminars and other appropriate events;
- (d) to maintain and foster international links relating to the field of postcolonial studies between universities or institutions, as well as with such other bodies as may be thought fit;
- (e) to support postgraduates and early career scholars working in the field;
- (f) to act, where appropriate, as a professional body able to communicate formally the views of members of the Association to other professional bodies, to relevant institutions and agencies of Government, and to other appropriate agencies and bodies;
- (g) to nominate members, where appropriate, to represent the Association's interests to relevant external bodies.

**3. Affiliation**

The Association may accept affiliation by or to other associations as appropriate.

**4. Subscription**

Membership is conditional on payment of the annual subscription. Renewal fees will be due annually, on the anniversary of initial subscription. The subscription rates for individual members and institutional members shall be determined by the Executive Committee from time to time, subject to the approval of the ensuing Annual General Meeting. The mission of the Association is to be as inclusive as possible, and the Association reserves the right to set differential membership rates. The Association also reserves the right to offer membership subsidies for current and prospective members with exceptional circumstances. Applications for membership subsidies are to be administered by the membership secretary, in consultation with the Executive Committee.

## **5. Membership**

Membership of the Association shall be open to:

- (a) any members of staff in HE and FE institutions whose research and teaching interests are in the field of postcolonial studies;
- (b) any postgraduate students whose research interests are in the field of postcolonial studies;
- (c) any retired members of staff in HE and FE institutions, and other *bona fide* researchers, with research interests in the field of postcolonial studies.

The Association may, on the proposal of the Executive Committee, admit to Honorary Membership members who have rendered outstanding services to the Association or its objects. Honorary Members shall be full voting members of the Association, and may be co-opted onto the PSA Advisory Board.

The Advisory Board members shall be nominated by each PSA Executive Committee. The Board may be consulted by the PSA Executive Committee regarding matters to do with PSA policy or other PSA-related issues. Past Chairpersons of the PSA Executive may be co-opted onto the Advisory Board for a maximum of three years.

## **6. Ending of Membership**

A member stops being a member of the Association if:

- (a) the member resigns from membership by giving notice in writing to the Association;
- (b) the member's subscription (if any) remains unpaid three months after it is due and following two written warnings by a designated member of the Executive Committee.

However, the Executive Committee may make a resolution allowing anyone no longer eligible for membership to remain a member on such terms as it thinks fit.

## **7. Executive Committee**

The Executive Committee shall be responsible to the members of the Association for the management of its affairs and the implementation and furtherance of Association policies:

- (a) it shall report as appropriate to members and annually to the AGM;
- (b) the members of the Executive Committee shall be elected from among the currently paid-up individual members of the Association;
- (c) it shall meet at least once a year between Annual General Meetings, but its business may be conducted by correspondence. Meetings shall be called by the Chair, on his/her own authority or on receipt of a written request signed by at least four Executive Committee members. It shall have the power to adopt and amend PSA Policy;
- (d) the quorum for its meetings shall be five and participation via electronic means, where feasible, shall be permitted.

## **8. Membership of the Executive Committee**

The membership of the Executive Committee shall comprise:

Chair

Vice-Chair

Executive Secretary

Treasurer

Postgraduate Officer/ Early Career Representative

Website Officer

E-mail Bulletin Coordinator

Membership Secretary  
Newsletter Editor(s)

Other functions may be created as needed. All Officers shall serve for three years. An immediate past Chair and/or Vice-Chair may remain a member of the Executive Committee for a maximum of three years and/or may be co-opted onto the PSA Advisory Board for a maximum period of a further three years.

The Executive Committee can, in the case of an emergency, appoint anyone to fill a vacancy in the membership of the Executive Committee. They will hold office until the next annual general meeting. They will be eligible for re-election. The Executive Committee may co-opt up to four members who shall be members of the Association. Co-opted members shall serve for a period of up to one year (ending at the next AGM). They may be co-opted for up to two further terms of one year.

Notwithstanding the provisions made elsewhere in these Articles the Association shall have the right at a General Meeting to vary the terms and conditions of appointment of any of the appointed officers, co-opted members of the Executive Committee or any other appointee of the Executive Committee. Similarly, in the event that an elected member of any committee, board or panel is unable or unwilling to remain in office the Association may elect a replacement to hold office for a term that the Association shall specify at the time of the election.

## **9. DUTIES OF PSA OFFICE HOLDERS**

### **CHAIRPERSON**

The Chair shall be subject to election. He/she will chair all annual and special general meetings of the PSA, the elected Executive of the PSA, and coordinate the work of any agreed and designated standing committee of the Executive.

He/she will represent the PSA at public and other engagements, in line with policies adopted by the PSA.

He/she will ensure the prosecution of policies adopted by the PSA according to the timeframes and other conditions agreed by the PSA.

He/she will coordinate the work of PSA office holders and ensure that the discharge of their duties is in accordance with PSA policies and priorities.

He/she will be the accounting officer of the PSA.

### **VICE CHAIRPERSON**

The Vice Chair shall be subject to election and will work with the Chair and deputise in all the duties of the Chair, above.

He/she will act as Chair in the absence of the Chair, or in special assignments designated by the Chair, provided all such are in accordance with the policies of the PSA.

In the case of the indisposition or resignation of the Chair, and as agreed by the Executive of the PSA, he/she will assume the Chair until such time as elections to the Chair are normally held.

### **EXECUTIVE SECRETARY**

The Secretary shall be subject to election and will act as the administrative officer of the Executive and work in close liaison with the Chair and Vice Chair.

He/she will minute and propagate the minutes of all meetings of the annual and special general meetings and of the Executive, and ensure that the Chair and/or Vice Chair furnish to the Executive record of actions taken by any standing committee of the Executive.

He/she will notify and convene such annual and special general meetings of the PSA as constitutionally required, ensure the compilation and timely propagation of agendas and associated

materials, and liaise with the PSA Treasurer on matters of budgetary expenditure related to any such meetings that fall under the rubric of his/her responsibilities.

#### **TREASURER**

The Treasurer shall be subject to election and will act as the financial officer of the Association, in consultation with the Executive. He/she will keep the financial records of the Association, and prepare annual accounts for presentation at the AGM. He/she will be responsible for handling payment of Association expenses, and for the authorisation of small organisational expenses. The Treasurer has no personal liability for the Association's financial situation, other than in the exceptional case of illegal activity on his/her part.

### **10. Indemnity of Members of the Executive Committee**

In the management of the affairs of the Association no member of the Executive Committee shall be liable for any loss to the property of the Association arising by reason of improper investment made in good faith (so long as he or she shall have sought professional advice before making such investment) or for the negligence or fraud of any agent employed by him or her or by any other member of the Executive Committee in good faith (provided reasonable supervision shall have been exercised) although the employment of such an agent was not strictly necessary or by reason of any mistake or omission made in good faith by any member hereof or by reason of any other matter or thing other than wilful and individual fraud, wrongdoing or wrongful omission on the part of the member who is sought to be made liable.

### **11. Advisory Sub-Committees**

The Executive Committee may appoint and take advice from Advisory Sub-Committees, including notably but not exclusively the following: Conference Committee; Postcolonial Studies Database Committee; Postgraduate Committee. The members of the Advisory Sub-Committee may (unless the Executive Committee directs otherwise) co-opt any person or people to serve on the on the Sub-Committee.

### **12. Meetings**

#### **(a) Annual General Meetings**

Each year, to the extent deemed expedient by the Executive Committee, the Association must hold an annual general meeting in addition to any other general meeting in that year. The annual general meeting must be specified as such in the notices calling it and shall have authority to determine any matters concerning the activity of the Association.

#### **(b) Extraordinary General Meetings**

All general meetings except annual general meetings are called extraordinary general meetings. Extraordinary general meetings of the Association may be called by the Chair, either on his/her own authority or on receipt of a written request signed by at least twelve members, or 5%, of the members of the Association. Such a meeting must also be called if three members of the Executive request it.

Business may be done at a General Meeting only if a quorum of five Executive members and fifteen ordinary members is present in person or by proxy.

### **13. The Keeping of Minutes and Accounts**

Minutes of all meetings and proceedings shall be kept by the Chair. The accounts shall be kept by the Treasurer and shall be presented to the Executive Committee and to the Annual General Meeting. The minutes and accounts shall be available for inspection by all members. PSA Policy will also be made public on the PSA website, or on request. An annual Statement of the Accounts shall be presented to the AGM. The Accounts shall be subject to internal audit by two members of the Association, appointed annually by members at the AGM. PSA Accounts shall be externally audited before each Executive Committee election.

### **14. Elections**

Any formal election (one Association membership, one vote) shall be conducted by a Returning Officer appointed by the Executive Committee. Elections to positions on the Executive Committee shall be conducted as required. Elections shall take place at an AGM, or by electronic means, at the discretion of the Executive. Nominations shall be solicited by email by the Executive Secretary four weeks in advance of the election, to be in the Secretary's hands one week before the date of the election. Any paid-up member of the Association may stand for a vacancy on the Executive, provided his/her nomination is signed by a proposer and seconder who are also paid-up members. Nominees must also give their written consent to their nomination. All paid-up members may vote in the ballot. The Chair shall, in conjunction with the Membership Secretary or Assistant Membership Secretary, establish a list of those entitled to vote. In counting the votes cast, the principle of simple majority shall apply, and the Chair shall have the casting vote.

### **15. Amendments and publication of the Constitution**

- (a) The Constitution of the Association may be amended by a simple majority of the members of the Association present at the Annual General Meeting.
- (b) Proposals to amend the Constitution shall be notified to members of the Association not less than four weeks before an AGM. Proposals may be presented by the Executive Committee or by a motion lodged with the Secretary at least two months prior to the date of the AGM and signed by at least twelve members of the Association.
- (c) The Constitution and its amendments shall be published on the Association website.

### **16. Dissolution of the Association**

Any proposal to dissolve the Association shall be notified to members not less than four weeks before an AGM. Proposals may be presented by the Executive Committee or by a motion lodged with the Secretary at least two months prior to the date of the AGM and signed by at least twenty members of the Association. A motion to dissolve the Association shall be approved if supported by at least two thirds of the votes cast at the AGM. In the event of members deciding to dissolve the Association, the AGM shall elect a Residual Executive of five members to oversee the conclusion of outstanding business. In the event of the Association dissolving or winding up, any assets remaining after all debts and liabilities have been satisfied, shall be applied to or for some other charitable purpose or purposes, preferably a purpose connected with the first object of the Association.