



Asociación Española de Ciencia Política y de la Administración

BYLAWS OF THE ASOCIACIÓN ESPAÑOLA DE CIENCIA POLÍTICA Y DE LA ADMINISTRACIÓN (AECPA) (SPANISH ASSOCIATION OF POLITICAL SCIENCE AND PUBLIC ADMINISTRATION)

TITLE I

GENERAL PRINCIPLES

Article 1.

- 1.- The purposes of the Asociación Española de Ciencia Política y de la Administración (AECPA) are to promote the development of Political Science and Public Administration, to advance their research and to encourage scientific and professional cooperation between researchers, professors, scholars and specialists, based on a commitment to democracy and human rights.
- 2.- Another object of the Association is to publicise Spanish scientific-political activities abroad and to maintain relations with other national or international entities of a similar nature.
- 3.- The activities of the Association will extend to the entire Spanish territory, without prejudice to its presence or the presence of its representatives at international scientific sessions.

Article 2.

The AECPA is created expressly for scientific purposes, pursuant to those listed above, and it is governed by the Spanish legislation that is current at the time.

Article 3.

The legal address of the Association is Centro de Investigaciones Sociológicas, C/ Montalbán, 8, in Madrid (Post Code 28014).

TITLE II



Asociación Española de Ciencia Política y de la Administración

ON THE ACTIVITIES OF THE ASSOCIATION

Article 4.

In order to fulfil the purposes referred to in article one, the Association will carry out the following activities:

- 1.- Promote the conditions that allow for the establishment of a permanent scientific and professional relation among its members.
- 2.- Organise and cooperate in the holding of meetings, seminars, studies and research on Political Science and Public Administration in Spain and abroad.
- 3.- Attend, through the corresponding representation, international Congresses and scientific sessions on Political Science and Public Administration, encouraging the attendance of its members and Spanish scientific contributions.
- 4.- Promote all types of exchanges with Universities, Research Centres and foreign Associations that have similar purposes.
- 5.- Take interest in the problems in the teaching and research of Political Science and Public Administration in Spain.
- 6.- Regularly hold a scientific session to study and analyse matters pertaining to its purposes.
- 7.- Produce and publish the Revista Española de Ciencia Política (Spanish Journal of Political Science), the lectures and communications presented at its scientific meetings and any other works related to the profession or the Area of knowledge proper of its members.
- 8.- Carry out any other activities that will benefit the development of Political Science and Public Administration in Spain.
- 9.- Carry out all of these activities with special focus on the promotion and visibility of the gender perspective in teaching and in research.

TITLE III



Asociación Española de Ciencia Política y de la Administración

ON THE MEMBERS OF THE ASSOCIATION

Article 5.

The following are member categories of the AECPA:

- a) Individual Members.
- b) Collective or Institutional Members.
- c) Members of Honour.

Article 6.

Individual Members of the Association are higher education teachers, researchers who carry out their professional or publishing activity within the scope of the subjects proper to the academic area of knowledge of Political Science and Public Administration. As well as those individuals who hold degrees related to any of its fields.

Article 7.

There may be emeritus members among the individual members, and they will be exempt from paying the Association fees (and its Congress fees) and they will be appointed by the Governing Board among the members who retire.

Article 8.

The nature of Collective or Institutional Member may be granted to legal entities or centres of any kind who expressly request it, by agreement of the Governing Board, which must be ratified in the next General Meeting that is held after the request.

Article 9.

Individual Members will have the following rights:

- 1.- Attend the General Assembly sessions, participate in the deliberations and exercise their right to vote.
- 2.- Elect and be eligible to the positions of the Governing Board.



Asociación Española de Ciencia Política y de la Administración

3.- Participate in the activities of the Association.

4.- Send to the Governing Board, directly or through the General Assembly, any suggestions that may contribute to the better fulfilment of the association's purposes.

Article 10.

Collective or Institutional Members of the Association are entitled to:

1.- Join the General Assembly by appointing an individual to represent it.

2.- Participate in all of the activities of the Association.

3.- Communicate to the Governing Board any initiatives or suggestions that may contribute to the better fulfilment of the association's purposes.

4.- Be part of the Association's Academic Council.

Article 11.

The members of the Association mentioned in the above articles have the obligation to:

1.- Pay the annual fees established by the Governing Board.

2.- Comply with the decisions of the Association's governing bodies.

Article 12.

Membership with the Association is lost in the following cases:

1.- By request.

2.- By not meeting the obligations set forth in Article 11 of the bylaws.

3.- By agreement of the General Assembly at the proposal of the Governing Board, if any member no longer meets the requirements needed to remain as member.

Article 13.

The status of Member of Honour of the Association may be acquired by agreement of the Governing Board, who will inform the General Assembly of the decision in the first meeting that is held.



Asociación Española de Ciencia Política y de la Administración

TITLE IV

ON THE GOVERNING BODIES OF THE ASSOCIATION

Article 14.- The following are governing bodies of the Association:

- 1.- The General Assembly
- 2.- The Governing Board
- 3.- The President

Article 15.

- 1.- The General Assembly is the supreme entity of the Association, comprised of all of its members.
- 2.- It may meet in ordinary or extraordinary sessions. Ordinary sessions will be held at least once every two years, prior summons by the Governing Board sent out, at least, fifteen days in advance.
- 3.- The General Assembly, in its ordinary session, is understood as validly incorporated on first call when half plus one of all the members are in attendance. If this quorum is not met, it will be understood as validly incorporated on second call at the same place as first call, regardless of the number of attendees. The decisions will be made by simple majority of the votes cast.

Article 16.

The General Assembly in its ordinary session will:

- 1.- Elect the members of the Governing Board and be informed of its work.
- 2.- Be informed of any change in the annual fees to be paid by the members.
- 3.- Approve the annual budget and the annual accounts from the previous financial year.
- 4.- Adopt fundamental decisions regarding the fulfilment of the purposes of the Association, at the proposal of the Governing Board.

Article 17.



Asociación Española de Ciencia Política y de la Administración

1.- The General Assembly will meet in extraordinary session prior summons by the Governing Board, with at least fifteen days' advance notice, or by decision made by the Assembly itself in ordinary session.

2.- The favourable vote of two thirds of the voting members is required for decisions to be valid.

Article 18.

The General Assembly in its extraordinary session will:

1.- Make decisions regarding the disposal and transfer of assets owned by the Association.

2.- Agree, where applicable, the dissolution of the Association and the destination of its assets on the date of its extinction.

3.- Deliberate on all matters proposed by the Governing Board and on others that are established in the Agenda at the proposal of the General Assembly in ordinary session, when the summons is made by decision of the Assembly.

4.- Approve, when applicable and by 2/3 of the members attending, a vote of no confidence of the Governing Board, which must necessarily include a proposal for an alternative Governing Board, and it must have been proposed by 1/3 of the total number of members of the Association.

Article 19.

Voting by post will be accepted for both the ordinary and extraordinary sessions of the General Assembly. A vote by duly documented proxy will also be accepted for specific items included on the agenda. Voting by post will be valid to elect the members of the Governing Board, but not by proxy.

Article 20.

1.- The Association Governing Board will be comprised of:

- President.
- Vice-President/s.
- General Secretary.



Asociación Española de Ciencia Política y de la Administración

- Treasurer.
- Vocals, a maximum of ten.

2.- The outgoing President of the Association will be part of the Board, entitled to speak but not to vote.

3.- The composition of the Board will preserve the principle of balanced representation between women and men, as well as other criteria (territory, institution, experience and fields of the discipline) in order to reflect the plurality of the association.

Article 21.

The Governing Board term will be four years from the date of its election, to coincide with the Congress of that year.

1.- The members of the Governing Board may only be re-elected once. No one may remain on the Board for more than two consecutive terms, unless at the end of them they are elected President of the Association.

2.- Any vacancies that may arise during the term may be filled by members at the proposal of the President, with the approval of the Governing Board, until the next General Assembly when partial elections will be held to fill the vacancies.

Article 22.

The Governing Board shall:

1.- Regularly direct and administer the activities of the Association, taking the decisions necessary to implement the decisions approved by the Assembly.

2.- Organise the summoning of ordinary or extraordinary sessions of the General Assembly.

3.- Approve the budget and the justification of annual accounts, as well as the annual fees to be paid by the members and the inscription fees for the Association Congresses.

4.- Agree the appointment of individual emeritus and honorific members, notifying the General Assembly.

5.- Agree the admission of new members (which it may delegate to the General Secretary) and propose to the General Assembly the loss of membership pursuant to Article 12.



Asociación Española de Ciencia Política y de la Administración

- 6.- To deliberate on all activities pertaining to the fulfilment of the Association's purposes.
- 7.- At the proposal of the President, appoint representatives to international organisations of which the Association is member.
- 8.- Form Working Groups for the better operation of the Association.
- 9.- Preserve a balanced representation, in terms of gender, territory, institution, experience and fields of the discipline, in the appointment of scientific committees, juries or any other association entity that makes decisions.

Article 23.

- 1.- The Governing Board shall meet at least three times per year, prior summons and Agenda sent out by the President, with at least seven days' notice.
- 2.- The Governing Board decisions will be taken by simple majority of the attending and voting members. A vote by duly documented proxy will be accepted for specific items included on the agenda.
- 3.- The Board will meet in extraordinary session by initiative of the President or at the request of a third of its members. The request for an extraordinary Board meeting must include the proposed agenda.

Article 24.

- 1.- The President of the Governing Board will be elected for a four-year term, and they may not be re-elected for a second consecutive term.
- 2.- The President shall:
 - 2.1.- Summon and chair the ordinary and extraordinary sessions of the General Assembly and implement the decisions taken therein.
 - 2.2.- Summon, chair and coordinate the Governing Board meetings, deciding with a casting vote in the event of a tie.
 - 2.3.- Represent the Association in all areas and to all purposes.
 - 2.4.- Order payments to be made, as well as collection of the Association fees, and accept and



Asociación Española de Ciencia Política y de la Administración

receive any grants or aid awarded to the Association, as well as any other amounts that it is entitled to under any concept.

2.5.- Make, themselves or prior deliberation with the Governing Board, the necessary decisions to fulfil the purposes of the Association.

2.6.- Perform, with the agreement of the Governing Board, any other activities that are not expressly assigned by the Bylaws to the other governing entities.

2.7.- The outgoing President will be part of the new Governing Board, entitled to speak but not to vote.

Article 25.

1.- A Vice-President, by order of ranking, will legally stand in for the President in all of their duties in the event of a vacancy, absence or illness.

2.- The General Secretary will draft and keep the minutes of the General Assembly and Governing Board meetings, they will formalise the summons to the meetings of these entities by order of the President, they will issue the certificates that are requested and produce any documents necessary to fulfil the purposes of the Association and any other duties derived from the nature of their position.

3.- The Treasurer of the Association will keep and monitor the economic resources of the Association, produce the proposal for the annual budget, manage collection of the fees, authorise payments and the accounting or account statements of the Association and produce the annual document on expenditures.

Article 26.

The Academic Council will comprise the collective members of the Association. Its nature is consultancy and its duties are to advise the Governing Board. It will meet once per year to discuss the institutional development of Political Science and Public Administration.

TITLE V



Asociación Española de Ciencia Política y de la Administración

ON THE RESOURCES OF THE ASSOCIATION

Article 27.

The Association will have the following resources for the fulfilment of its purposes:

- 1.- The fees paid annually by its members, set by the Governing Board.
- 2.- Grants, donations, inheritances and legacies that it may receive in the future.
- 3.- The product and income from its assets, where applicable.
- 4.- Any income it may receive from research or studies that are commissioned in name of the Association, once deducted the amounts that are set as payment for the persons in charge of these studies.

Article 28.

The accounts statement and budget of the Association, approved by the General Assembly, will be sent regularly to the competent authorities. Once a year they will be sent out to the members through the Association intranet.

TITLE VI

ON THE DISSOLUTION

Article 29.

- 1.- The AECPA will be dissolved when it is so agreed by the General Assembly, meeting in extraordinary session, by the vote of two thirds of its members.
- 2.- In the event of dissolution, the assets, if any, will be applied to research or teaching in Political Science and Public Administration as agreed by the extraordinary General Assembly, in the same session in which the dissolution is decided.



Asociación Española de Ciencia Política y de la Administración

FINAL PROVISION:

Any amendment to these Bylaws will be agreed by the General Assembly, and will come into force on the day after it is stamped by the General Register of Associations, or equivalent entity that may be established.

ADDITIONAL PROVISION:

Therefore, the AECPA is incorporated pursuant to the legal regime established in the Organic Law 1/2002, dated 22 March, governing the Right of Association. The ASOCIACION ESPAÑOLA DE CIENCIA POLITICA Y DE LA ADMINISTRACION is registered with the National Registry of Associations Group 1, Section 1, National Number 117653; it is its own independent legal entity and it has the necessary legal capacity and capacity to operate, both substantively and procedurally, that is conferred by current legislation so that it may fulfil its purposes and manage its interests, with capability to be the bearer of rights and responsible for the obligations it contracts in all types of acts and contracts that relate to its purposes and operation. Consequently, under the content of these BYLAWS and of the provisions current at the time, it may acquire, possess, encumber, transfer and dispose of assets of all kinds, initiate and follow any necessary proceedings and exercise the corresponding rights and actions before the pertinent administrative and jurisdictional entities.