

Revised IASSA Bylaws subject to approval

Original bylaws adopted by

IASSA Council, 27 October 1992, and at
IASSA General Assembly, 29 October 1992

Amended and adopted by

IASSA Council, 25 November 2013, and at
IASSA General Assembly, 25 May 2014

Amended by

IASSA Council, 25 February 2021

To be considered for approval by the IASSA General Assembly, 2021



Preamble

IASSA's understanding of the Arctic is inclusive and recognizes that the Arctic encompasses all northern circumpolar regions of the world. Arctic research is defined as all research relating to these regions. IASSA members work in a broad range of disciplines across the social sciences, health sciences, the arts, and humanities.

1. Objectives

The objectives of the IASSA are:

- To promote and stimulate international cooperation and to increase the participation of social scientists in national and international Arctic research.
- To promote communication and coordination with other related organizations and stake holders.
- To promote mutual respect, communication, and collaboration between social scientists and Indigenous Peoples and all other residents of northern, circumpolar regions, while recognizing these are not mutually exclusive groups.
- To promote the active collection, co-production, exchange, dissemination, and archiving of knowledge and information relevant to the Arctic-
- To increase public awareness of circumpolar issues and research results.
- To promote the development of research and educational partnerships with Indigenous Peoples and all other residents of northern, circumpolar regions.
- To facilitate culturally, developmentally, and linguistically appropriate education in the North, including training in social sciences.
- To follow the IASSA Principles and Guidelines for Conducting Ethical Research in the Arctic.
- To follow the IASSA Declaration on Indigenous Knowledge.

2. Membership

2.1 Membership in IASSA is open to any individual who is involved or interested in Arctic social sciences and/or humanities research and issues, and who shares the objectives of IASSA.

2.2 A 'member in good standing' is defined as a member who has paid the membership dues for the current 3-year period. A member in good standing is entitled to hold office and to vote on the business of IASSA.

2.3 Membership categories and terms shall be determined, and dues fixed by the IASSA Council.

3. Administration

The IASSA is directed by the Council and the General Assembly.

4. The Council

4.1 The Council will consist of seven (7) members plus the President and Past-President. At least one member of the Council will be a member of an Indigenous Arctic people and at least five members will be from Arctic countries. Council Members serve a three-year period. The Past-President of IASSA will serve as an ex-officio member for the three-year period following her/his presidency. The Past-President will enjoy voting rights like other Council Members.

- 4.2 The Council meets at least four times during each calendar year. Quorum is required and will be met if no fewer than five (5) persons are in attendance. The meeting may be held in person or via audio and/or video conference.
- 4.3 Decisions by the Council are by a simple majority of affirmative or negative votes of those present and taking part in the vote. In the event of a tied vote, the motion fails; however, the Council will strive to find consensus among the members.
- 4.4 The Council serves as an executive group to facilitate the work of the IASSA between the meetings of the General Assembly, and to take appropriate actions in agreement with the policies and decisions of the General Assembly. The Council is responsible for recommending a dues schedule.
- 4.5 The Council is responsible for organizing the International Congress of Arctic Social Sciences on behalf of IASSA and the General Assembly, in collaboration with the local organizing committee.
- 4.6 The Council will review and suggest changes to the IASSA Principles and Guidelines for Conducting Ethical Research in the Arctic on a triennial basis. Any changes must be approved by the General Assembly.
- 4.7 At the meetings of the General Assembly, the President presents a report on behalf of the Council of actions taken and recommendations for further activities.
- 4.8 The President of the Council serves as a representative of the IASSA in dealing with other bodies or may designate this responsibility to another Council Member.
- 4.9 If the President becomes unable to serve in the duties of the office, the Council will elect a temporary President from among its members until the next General Assembly.
- 4.10 The President will appoint a Secretary to keep general records, including minutes of the meetings of the Council and General Assembly and financial reports and budgets for approval by the General Assembly.
- 4.11 The Council appoints one member of the Council (excluding the President) and two IASSA members who are not on Council to review the financial statement and accounts on a triennial basis, in advance of the General Assembly. The Council may choose to initiate more frequent financial reviews and use the services of an external auditor.
- 4.12 The Council may establish committees comprised of Council members to assist with its work. The mandates and powers of these committees shall be established by the Council.
- 4.13 The President or the Council may appoint individuals to represent IASSA in professional organizations, international meetings, negotiations with agencies and other activities. The powers of such representatives shall be specifically conferred and delineated by the President and/or the Council. Any such representative shall serve for the term specified by the President and/or the Council.

5. The General Assembly

- 5.1 The General Assembly of IASSA meets every three years at the International Congress of Arctic Social Sciences. The Assembly consists of all members of the IASSA attending the meeting. Each member of the Assembly has one vote. All decisions are by simple majority. The Council may decide to allow electronic voting by members not able to attend the General Assembly; intent to do so will be declared to members at least 90 days in advance of the General Assembly. The Council will be responsible for organizing the voting process and ensuring that the voting can be conducted in a secure and fair manner.
- 5.2 The General Assembly approves the Council's reports of the activities and the financial statement and budget recommendations, elects the President and Council, and considers other matters relevant to the Association.
- 5.3 Any decision to cancel or postpone ICASS and the General Assembly must be taken by the Council, in consultation with the local organization committee.

6. Elections of IASSA President and Council

- 6.1 The IASSA Secretariat is responsible for organizing the triennial Presidential and Council elections. The Secretariat publicizes the call for nominations and ensures a suitable list of candidates for the election.
- 6.2 If ICASS and the General Assembly are cancelled or postponed, the current President and Council will be allowed to extend their terms in office until the next General Assembly.
- 6.3 *Election of the President (and Co-Convenor for Upcoming ICASS)*
 - 6.3.1 A call for nomination for President shall be circulated among IASSA members by the nominating committee, via the IASSA listserv no less than 90 days in advance of the meeting of the General Assembly. Any nomination for President must be signed by five (5) members of IASSA in good standing (excluding the person nominated), who are not from the same institution as the candidate for President or the proposed Co-Convenor.
 - 6.3.2 Candidates for President will outline their proposal for location of the next ICASS and present the name of a Co-Convenor as part of their bid for the presidency. The Co-Convenor will come from the institution that is proposed to host the next ICASS. (If the candidate for President proposes her/his own institution as the site of the next ICASS, a Co-Convenor will come from her/his institution.) ICASS will normally be held at academic institutions, and locations in Arctic states are preferred.
 - 6.3.3 Candidates for President are invited to prepare a statement, including a short biography, their qualifications, and an overview of their reasons for wanting to serve as IASSA President. The statement should also provide the rationale for the proposed site of the next ICASS. The bid should include evidence of institutional support from the highest level. The statement should not exceed two pages of text (not counting supporting letters). These statements will be published in *Northern Notes* prior to the ICASS meeting. Statements should be received at least 45 days in advance of the General Assembly. Nominations should be announced a minimum of 7 days before the General Assembly.
 - 6.3.4 Any candidate for President may also run as a candidate for Council. Any person identified as Co-Convenor may run for IASSA Council.
 - 6.3.5 Voting will take place at the General Assembly, by secret ballot.
 - 6.3.6 If the Co-Convenor is not elected as a member of Council s/he will be requested to attend IASSA Council meetings related to ICASS organization but will not enjoy voting rights.
- 6.4 *Election of Council Members*
 - 6.4.1 A call for nominations for Council Members shall be circulated among IASSA members by the IASSA Secretariat, via the IASSA listserv at least 90 days in advance of the meeting of the General Assembly. Any member in good standing is entitled to self-nominate as a candidate for the IASSA Council. If a member is nominated by another member (in good standing), then the nominator must confirm that the person nominated is willing to stand as a candidate. Nominations should be received at least 45 days in advance of the General Assembly. Nominations should be announced a minimum of 7 days before the General Assembly.
 - 6.4.2 Current and previous Council Members can run. A Council Member may hold the position of Councilor for up to three (3) consecutive terms. Past-Presidents may run for position of Councilor, with the similar restriction of three (3) consecutive terms in total. A Council Member who steps down from the position after serving three consecutive terms may run again in the following election (i.e., after having a 3-year period off the Council).
 - 6.4.3 Candidates will be invited to prepare a short biographical sketch and statement on their reasons for wanting to serve on IASSA Council (less than 200 words).

- 6.4.4 Candidates who are Indigenous are encouraged to self-declare this identity for purposes of the election.
- 6.4.5 Council will submit a list of candidates to the General Assembly for election.
- 6.4.6 Voting will take place at the General Assembly, by secret ballot.
- 6.4.7 Council positions will go to those receiving the highest number of votes, except in cases where this does not include at least five members from Arctic countries (including the Past-President and President) and/or at least one Indigenous Council member.
- 6.4.8 A record will be kept of the election results by the IASSA Secretariat. If a Councillor must leave the Council during the three-year period of service, the person with the next highest number of votes will be approached to join the Council. If there is only one Indigenous Council member, and this person must leave the Council during the three-year period of service, the Indigenous candidate with the next highest number of votes will be approached to join the Council. If the person who must leave is from an Arctic country and there are only four remaining Council members from Arctic countries (including the Past President and President), the new Councillor should be from an Arctic country.

7. Secretariat

- 7.1 The location of the Secretariat of IASSA is normally at the home institution of the President of IASSA.
- 7.2 The IASSA Archive, including records, publications, reports, and other documents relating to the institutional memory of the organization, shall be kept at the Secretariat

8. Changes to the By-Laws

- 8.1 Council will review the bylaws on a triennial basis and suggest changes for ratification at the General Assembly. Any member in good standing may also propose a change to the by-laws, provided that s/he has the signatures of ten (10) other members in good standing. Any changes must be submitted 90 days in advance of the General Assembly.
- 8.2 The President will circulate the changes electronically to all members who have provided a current email.
- 8.3 Ratification of any change requires the approval of two-thirds of the members in good standing in attendance at the General Assembly.