

ICA Regional Network for Central and South Eastern Europe (CASEE)

STATUTES¹

As approved by the CASEE-Founding General Assembly on May 21st, 2010

SECTION I – DENOMINATION – REGISTERED OFFICE

Article One

The Network is named “ICA Regional Network for Central and South Eastern Europe”, in short CASEE, and established as Standing Committee within ICA (Association for European Life Science Universities). The Network addresses the disciplines¹ relating to **AGRICULTURE, FOOD, BIOTECHNOLOGY, NATURAL RESOURCES, RURAL DEVELOPMENT AND THE ENVIRONMENT.**²

Article Two

The statutory seat of the Network is at the institution of the network’s president.

Article Three

The working language is English. Other languages may be used according to internal rules.

SECTION II – OBJECT – LIFETIME

Article Four

CASEE is a non profit organisation which aims to stimulate and support its member institutions in the development of a European dimension in education and research through the development of concerted actions and in engaging globally.

Article Five

The Network is created for an unlimited lifetime; it may be terminated any time by decision of the General Assembly (article 28).

The fiscal year runs from January first to December thirty-first.

SECTION III – MEMBERS

Article Six

Eligible for membership of the Network are the Central and South Eastern European Higher Education Institutions relating to the Life Science disciplines³.

Members are admitted by the General Assembly.

¹ Based on the ICA Statutes published on the website <http://www.ica-ls.com/images/stories/pdf/ICA-public-documents/ICA-Statutes-Approved-GA-06-09-13.pdf>

² ¹ Agriculture Animal science and management Business management
Biotechnology Crop science and management Economics
Education and training Environmental science and technology Engineering
Ethics Food science and technology Fisheries, aquaculture
Forestry Horticulture Human nutrition
Landscape architecture Law Mathematics and statistics
Nutrition Policy Plant science
Renewable resources Risk analysis Rural development
Sociology Soil science Tropical / Subtropical agriculture
Veterinary science Viticulture and Wine production Wood technology
Biodiversity Conservation Wildlife Management

³ See footnote at the first page

Article Seven

1. All the members of the Network are free to withdraw with a six-month notice by sending their resignations by recorded delivery with acknowledge of receipt to the Secretary General. However, before actual withdrawing, resigning members shall have to fulfil all their obligations towards the Network.
2. Members may be excluded or suspended on decision by the General Assembly ruling by a majority of two thirds of the votes cast of represented members, after having been given the right to defend themselves. The concerned party should be informed in writing 40 days before the General Assembly with a registered letter.
3. Suspension of membership may be decided by the General Assembly if a member fails to pay its fee for TWO consecutive years

Article Eight

Members shall pay a membership fee fixed annually by the General Assembly.

SECTION IV – GENERAL ASSEMBLY

Article Nine

The General Assembly is the governing body of the Network.

It has authority to:

1. Determine the general policy of the Network;
2. Admit or exclude members;
3. Elect the Board members and approve the Board's selection of the members of the Executive Committee including the Secretary General
4. Approve the balance sheet, accounts and budgets;
5. Make amendments to the Statutes of the Network;
6. Take any decision exceeding the powers legally or statutorily granted to the Board;
7. Terminate voluntarily the Network.

Article Ten

The General Assembly is made up of Rectors and Deans or other duly appointed representatives of all member institutions who have paid their membership fees

It is chaired by the President, the Vice-President or, failing that, any other member appointed by the President.

Article Eleven

The General Assembly shall convene once a year.

In addition the General Assembly may convene when one third or more of the members so request.

Article Twelve

The General Assembly shall be called by the Secretary General at least forty-five days before the meeting.

Convening notices shall contain a provisional agenda of the Assembly.

Proposals or amendments to the Statutes of the Network which were not mentioned in the convening notice shall not be tabled for deliberation.

Article Thirteen

All members have an equal right to cast one vote.

Members who cannot attend may be represented at the General Assembly by other members by sending a proxy form. In this case each member attending the General Assembly may have a maximum of three proxies.

Article Fourteen

The General Assembly is validly constituted when one third of the members having paid their membership fee in the previous year are represented, and decisions are reached by simple majority of the votes cast (see for exceptions articles 7 and 26).

Article Fifteen

The Annual General Assembly shall appoint two auditors of nationality different from that of the Treasurer for a renewable three-year term, and give them the responsibility of auditing the Network's accounts.

Article Sixteen

The deliberations of the General Assembly shall be minuted and signed by the Chairperson of the session and countersigned by the Secretary General or, failing that, by one of the members of the Executive Committee.

All members or third parties able to prove their legitimate interest may ask for a copy of the minutes signed by the Chairperson or the Secretary General.

SECTION V – THE BOARD

Article Seventeen

The Network's strategy and objectives are developed by the Board and proposed to the General Assembly.

The Board is responsible for the general administration of the Network.

The Board is responsible for defining internal working rules (byelaws) within the framework of these Statutes.

The Board shall be composed of the President, the Vice-President the Treasurer and at least three ordinary members. A balanced distribution of the members over the different regions of Central and South Eastern Europe will be assured.

The members of the Board are elected by the General Assembly for a three-year term that is renewable once.

The Board can decide to co-opt one additional Board member for specific purposes until the next General Assembly.

The President and Vice-President and Treasurer are elected by the Board members. The President is the Chairperson of the Board.

The Board is to meet at least once a year.

Article Eighteen:

The widest power to perform any acts of administration and arrangement which concern the Network are vested in the Board.

The Board shall administer the Network according to the general strategy and policy approved by the General Assembly, and shall decide in particular about projects related to education, training and research organised by the Network. The Board shall also decide about publications.

Article Nineteen

By their functions, members of the Board do not assume any personal liability. Their responsibilities are limited to their terms of office.

Members of the Board shall not receive payment for the performance of their duties.

SECTION VI – THE EXECUTIVE COMMITTEE

Article Twenty

The Board shall delegate the execution of the policy of the Board to the Executive Committee (ExCo).

The Executive Committee shall be composed of the Secretary General and at least four ordinary members.

The members of the Executive Committee are appointed by the Board and approved by the General Assembly for a three-year term that is renewable.

The Board appoints a Secretary General.

The duties and tasks of the ExCo and the Secretary General are defined by the Board.

Article Twenty-one

The Executive Committee can decide to establish temporary Task Forces (TF) in order to address specific tasks .

Task Forces report to the ExCo.

Article Twenty-two

Actions exceeding day-to-day management and committing the Network shall be signed by the President or Vice-President and countersigned by the Secretary General.

Legal proceedings as plaintiff or defendant shall be managed by the Board represented by the President.

Financial accounts exceeding the field of current expenses shall be signed by the President and the Treasurer.

Article Twenty-three

By their functions, members of the Executive Committee do not assume any personal liability. Their responsibilities are limited to their terms of office.

Members of the Executive Committee shall not receive payment for the performance of their duties (except for the Secretary General and the Executive Secretary who are paid professionals; or with the agreement of the Board).

SECTION VII – ANNUAL ACCOUNTS – BUDGETS

Article Twenty-four

By January thirty-first of each year, the Treasurer shall make up the accounts of the previous year. The Executive Committee shall submit the accounts and a proposed budget for the following year for approval of the Board who then submits those documents to the General Assembly.

Article Twenty-five

Auditors appointed according to article 15 of the present Statutes shall carry out the annual audit of the Network and report to the General Assembly.

SECTION VIII – AMENDMENTS – WINDING UP – LIQUIDATION

Article Twenty-six

The General Assembly may deliberate amendments to the Statutes if their objects are expressly stated in the convening notice. Amendments shall be adopted by a majority of two thirds of the votes cast. The members should be informed in writing 40 days before the General Assembly

Article Twenty-seven

The General Assembly may decide the termination of the Network under the same conditions as mentioned in article 26.

Article Twenty-eight

In the event of a voluntary termination, the General Assembly shall appoint one or two liquidators and specify their powers.

Article Twenty-nine

In the event of any termination, whether voluntary or judicial, at any time and for any reason, the General Assembly shall decide by a simple majority to allot the Network assets, after liabilities have been discharged, to an institution whose object and purpose are similar to the present Network.