

AEGIS
INTERNAL REGULATIONS
[revised **June 2018**]

OBJECTIVES

The AEGIS Internal Regulations are intended to lay down the basic operating principles of Stichting AEGIS and to define the conditions under which new members are to be admitted. They relate specifically to the Charter under which Stichting AEGIS, thereafter referred to as AEGIS, was incorporated in the Netherlands.

MISSION AND VALUES

AEGIS aims at promoting African Studies globally, and specifically in Europe. AEGIS seeks to maintain and support the high levels of academic integrity, based on excellent research, and to promote cooperation amongst institutions.

Article 1
MEMBERSHIP

1. AEGIS is an organisation open to any institution of a European country whose activities are primarily concerned with African Studies. Such institutions are generically designated as Centres. According to article 10.1 of the AEGIS Charter, member Centres are called Participants.
2. AEGIS welcomes all academic Centres and associations that engage in research and teaching on African Studies and fulfil AEGIS Objectives, Mission and Values.
3. Applications for Participant might be presented by University-based Centres of African Studies and academic research institutes focused on Africa. The application shall be submitted by the official representative of the candidate to the Board (see §4) which will examine the case and discuss it with the Participants.
4. In the process of examining any application the Board and the Plenary (see §3) will pay special attention to the candidate Centre's capacity and willingness to develop effective co-operation within the network, in line with the Charter and Internal Regulations of AEGIS and in the spirit of consensus which has been its basic feature since the beginning.
5. New applicants for membership will be asked to outline concrete activities that they would expect to undertake or initiate within the first three years of membership. Existing members, in addition to participating in annual Plenary meetings, are expected to be active in AEGIS-related activities where and when possible. Where a member Centre appears to have been dormant for a number of years, the Board may invite the Centre concerned to reconsider its membership of AEGIS, or if requested, the Board may offer support for reactivating the Centre in terms of its membership.

6. Centres that are in the process of applying for membership are entitled to take part in a Plenary as observers.
7. The admission of new members as recognised Participants, is decided by the Plenary (see §2).
8. Under normal circumstances, no individual member of a newly admitted Participant shall stand for election to the Board of AEGIS before three years of membership have fully elapsed.
9. Associations of African Studies can be admitted as Associates if they fulfil the Objectives, Mission and Values of AEGIS and the general admission requirements. The admission procedure is the same as in the case of single university-based Centres which apply for admission. Other associations engaged in the study of Africa that are not confined to a single European country may also apply for Associated membership, provided they can demonstrate how their activities would enhance the AEGIS network.
10. The Board is empowered to establish relations with Centres of African Studies and African Studies associations that fulfil the Objectives, Mission and Values of AEGIS. These may be located either within and outside Europe. The Board will keep the Plenary informed on a regular basis.
11. Associates are entitled to take part in AEGIS meetings and participate in AEGIS projects. However, they have no voting rights.

Article 2
PLENARY

1. The Plenary is the governing council of AEGIS. It meets once a year.
2. The Plenary consists of the representatives of Participant Centres, who have one vote each. Each Centre appoints a representative for the respective Plenary meeting.
3. All decisions of the Plenary shall preferably be taken by consensus. If this consensus cannot be reached, a simple majority vote shall be required. However, a majority of two-thirds is necessary with regard to decisions related to the admission of any new member, and to amend the AEGIS Charter or the Internal Regulations.
4. All Participant Centres who have paid the annual fee have the right to vote.
5. The Plenary elects members to the Board by two-thirds majority of all Participant Centres.
6. The Plenary votes on the admission of new Participant member Centres and Associate members, either by consensus or by a two-third majority of all member Centres.
7. Vote can be conducted by secret ballot whenever considered necessary by the Chair.
8. Only representatives of Participant member Centres, physically present at the Plenary, are entitled to vote
9. Associated members are welcome to attend the Plenary, yet without voting rights.

10. The agenda of the Plenary and all relevant documents shall be made available to representatives of member Centres at least 14 days ahead of the meeting. At the Plenary, Participant Centres representatives can accept additional documentation. The minutes of the Plenary will be sent to the representatives.
11. The Plenary takes a decision on the hosting venue of the biannual European Conference of African Studies (ECAS), four years in advance of the actual conference date. Member Centres from Europe, both Participant and Associated, can present proposals to host ECAS conferences.
12. The Plenary agrees on the venue of AEGIS Summer Schools and AEGIS Thematic conferences, and the creation of the new CRGs (see §8).

Article 3
BOARD

1. The Board has up to six members, consisting of (a) the director of the African Studies Centre Leiden as treasurer and organiser of the website of AEGIS, (b) the representative of the Centre hosting the next European Conference on African Studies (ECAS), (c) the representative of the Centre that hosted the last ECAS, and (d) up to three elected members from Participant member Centres (among them the President, see §4).
2. With the exception of statutory Board members, the other members of the Board are elected for a four-year period, once renewable. It is desirable that the Board represents a balanced composition in terms of geography, disciplines and gender.
3. The President invites Participant Centres to nominate members to the Board. The Advisory Council assess and recommend future Board members to the Plenary, through the Board.
4. One of the elected members of the Board is responsible for coordinating the work of the Collaborative Research Groups (CRGs, see §7), as agreed by the Board.
5. The Board is accountable to the Plenary.
6. The Board meets twice a year.
7. Once a year the Board presents to the Plenary a financial report and a report of activities. A provisional budget for the year to come is to be tabled at the same Plenary.
8. The Board shall be entitled to conclude agreements and sign contracts on behalf of AEGIS. These agreements or contracts shall not have binding effects on member Centres before each of the Centres involved in the project has individually agreed upon and signed the agreement.

Article 4
THE PRESIDENT

1. The President represents AEGIS.

2. He or she has no power to take any binding decision on behalf of AEGIS except if he or she has received such a mandate by the Plenary or by the Board.
3. The President shall have a leading role in AEGIS. The President shall be instrumental in the building of consensus within AEGIS.
4. The President is elected by the Plenary amongst non-statutory Board members, at the recommendation of the Advisory Council and by indication of the Board.

Article 5
ADVISORY COUNCIL

1. There is an Advisory Council to the Board to maintain institutional memory and to advise on strategic matters, presented by the Board.
2. The Advisory Council will have up to four members.
3. Members of the Advisory Council will be invited to the Plenary meetings, without the right to vote, and may be invited to the Board meetings at the discretion of the President.
4. The members of the Advisory Council will be nominated by the Board and endorsed by the Plenary for a period of four years.
5. The Advisory Board will make recommendations through the Board to the Plenary both for Board members and for the President. The former are based on nominations presented for Board members by the member Centres.

Article 6
MEMBERSHIP FEES

1. The amount of the annual fee to be paid by the members shall be fixed every year by the Plenary upon a proposal by the Board. The decision about changes to the fee shall be taken by a two-thirds majority.
2. The fee is equal for every Participant member Centre. Associated members will pay a reduced fee that will be determined each year by the Plenary.
3. Participant and Associated members shall pay their fee before the 31st of January, every year.
4. Participant members which fail to pay their fee for the past year by the 31st of January of the following year shall lose their right to vote.
5. Should any Participant or Associated member fail to pay its fee in two consecutive years, the President shall make inquiries about the reasons and, after consultation with the Board, can propose to the Plenary the exclusion of that member from AEGIS. A simple majority vote shall be required.

Article 7
WORKING GROUPS

1. AEGIS working groups are internal structures duly mandated by the Plenary or the Board to fulfil special aims and tasks.
2. The working groups act under the permanent supervision of the Board and are accountable to it. They shall regularly inform the Board of their activities and particularly of any contacts or initiatives taken on behalf of AEGIS.
3. Working groups will report in writing to the Board and Plenary meetings.
4. Working groups are not legal bodies and cannot bind AEGIS as such, nor any of its members.

Article 8
COLLABORATIVE RESEARCH GROUPS

1. AEGIS Collaborative Research Groups (CRGs) are internal structures duly mandated by the Board and the Plenary to fulfil special research.
2. Leadership of Collaborative Research Groups consists at least of two persons, one a chair and one a secretary. One of the two has to be based at an AEGIS Participant or Associated member Centre. The secretary is responsible for maintaining the CRG website on the AEGIS website.
3. Collaborative Research Groups welcome individual scholars from anywhere.
4. Collaborative Research Groups are accountable to the Board. On a yearly basis, they shall inform the Board of their activities and particularly of any contacts or initiatives taken on behalf of AEGIS.
5. Collaborative Research Groups will report in writing to the Plenary meetings through the AEGIS Board member responsible for the AEGIS CRGs.
6. Collaborative Research Groups are not legal bodies and cannot bind AEGIS as such, nor any of its members.

Article 9
INTERNAL REGULATIONS

1. The Internal Regulations are adopted by the Plenary, either by consensus or, if needed, by means of a two-thirds majority vote.
2. The Plenary shall be entitled at all times to amend or to cancel the Internal Regulations, either by consensus or, if needed, by means of a two-thirds majority vote.
3. The Internal Regulations are binding on the President, the Board, the Plenary, the Advisory Council, the Working Groups, the Collaborative Research Groups, and the Participant and Associated members.

Leipzig, June 27, 2018