I. Preamble

The aim of the International Organization Section (IOS) of ISA is to foster scholarship and the development of innovative and interdisciplinary knowledge on international organization and global governance. The IOS seeks to stimulate research, teaching, and scholarly publication and to encourage the professional development of young scholars and cooperation among scholars and practitioners.

II. Purpose

A main purpose of the IOS is to link scholars of all persuasions and methodologies who share an interest in international organization broadly defined. It encourages scholarship on and endeavors to keep members abreast of developments concerning international and transnational organization, global governance, and related fields. It strives for diversity and welcomes members who study international organization via a great variety of methods and epistemologies. The IOS attempts to promote new research whose specific purpose is to close lacunae in our knowledge and understanding of international organization and global governance. Thus the IOS is especially concerned with studies of processes and organizations not yet examined, as well as innovative studies in greater depth of those that have already been subject to investigations. Finally, it seeks to foster greater understanding of international and transnational forces, policies, processes, institutions, and organizations and their relationships to global governance.

III. Relationships

The IOS actively seeks and maintains cooperative relationships with other sections and with regions of ISA, and with other professional and scholarly organizations with shared interests and concerns. Such cooperation may take the form of jointly sponsored activities at ISA meetings, the collaborative pursuit of funding for research and publication, and/or the joint organization of special conferences. The IOS also makes itself available to ISA for maintaining liaison with international secretariats, intergovernmental institutions, and national government bodies in dealing with matters within the purview of the Section. The Section may solicit funds from external sources but may use the names of or commit ISA only after consultation with the appropriate bodies of ISA. Similarly, the Section may not use the name of ISA in any publication without the express consent of the appropriate bodies of ISA.

IV. Membership

Membership in the IOS is open to all members of ISA who share its purposes and interests and pay IOS dues. Any non-member of ISA who wishes to associate with the IOS must, within a reasonable period of time, become a member of ISA.

Section membership conveys the privileges and, where appropriate, attendant professional responsibilities of participation in the professional activities and business of the Section, including to:

- receive copies of such communications or publications as the IOS Executive Committee may determine;
- attend, participate in, and vote at the annual business meetings of the Section;
• receive and return all ballots submitted to the membership of IOS;
• sponsor nominations for elective IOS officers;
• be eligible for nomination to elective office;
• sponsor amendments to the IOS charter and resolutions consistent with it;
• propose panels, papers or other section-sponsored events at ISA’s annual meetings and any other venues in which the Section may participate.

V. Governance

The IOS shall be governed by its officers, Executive Committee, and Annual Meeting of Members, and the entire IOS membership voting by electronic ballot. The Annual Business Meeting shall be the primary governing body of the Section. Between the Annual Meeting of Members meetings, the administrative oversight body of the Section shall be the Executive Committee.

A. Annual Meeting of Members

The Annual Meeting of Members [“annual business meeting”] shall be held at the Annual ISA Convention. It shall provide for the discussion of the policies and activities of the Section. The Chair shall preside and the members of the Executive Committee and general membership shall attend. The Annual Meeting of Members shall have the right to:

• alter the agenda prepared for it by the Chair and Executive Committee;
• receive and consider reports;
• propose and adopt resolutions consistent with the Charter;
• act upon constitutional amendments indicated in accordance with the Charter; and
• approve the election of the new Executive Committee members.

B. Executive Committee

The Executive Committee (EC) provides leadership for the Section and advises the Chair on all substantive and procedural Section matters. The EC, under the leadership of the Chair, is responsible for the agenda and conduct of the Annual Business Meeting.

The Executive Committee shall consist of a chair, secretary, treasurer, and four members to be elected at large from the Section membership. All EC members shall be elected every other year for two-year staggered terms. Elections shall be held prior to the ISA Annual Convention according to the procedures specified below. Terms of office shall begin at the end of the Section business meeting at the ISA Annual Convention. The past-Chair shall serve ex officio during the year following service as Chair. Members of the EC, including the Chair, may serve more than one term.

The Executive Committee shall meet at least once a year at the call of the chair, generally at the ISA meeting. The EC shall elect and set the term of office for the editors of any publication or newsletter issued under the auspices of IOS. With the guidance of the chair, it shall oversee Section awards, which in 2011 consist of the biennial IOS Distinguished Scholar Award, the annual Chadwick Alger Prize for best book published in the previous year on international organization and multilateralism, and the annual Lawrence Finkelstein Award for best graduate student paper. The Executive Committee has the power to enact an annual budget and set membership dues, subject to any regulations by ISA on this matter. It shall establish its own rules of procedure and may establish such ad hoc bodies as it may deem necessary for the conduct of Section business. Such bodies shall be composed of Section members and operate under the authority of the Executive Committee; they must report to it at least once annually.
C. Officers

1. Chair

The Chair is the chief administrative officer of the Section and the Section’s official spokesperson. The Chair represents IOS on the ISA Governing Council. The Chair shall:

- call the Executive Committee into session and preside over its meetings;
- create the agenda for and preside over the IOS Annual Business Meeting;
- be responsible for arranging, in consultation with the ISA program chair, the IOS panels at the annual ISA Convention;
- have the authority, subject to the approval of the Executive Committee, to delegate the preparation of the IOS panels at the annual ISA Convention annual program to an Executive Committee or other IOS member. That individual will be titled IOS Program Chair. In the case of the selection of a non-EC member as Program Chair, that individual will serve as an ad hoc nonvoting member of the EC;
- be responsible for any Section sponsored or co-sponsored reception at the annual ISA;
- ensure all required arrangements are made for the selection and awarding of the biennial Distinguished Scholar Award, the annual Chadwick Alger Prize, and the annual Lawrence Finkelstein Award;
- approve all IOS expenditures;
- inform ISA headquarters as to the membership of the Executive Committee and of all IOS offices at the beginning of each new fiscal year; and
- consult with the past and future chairs to ensure continuity and smooth transitions.

2. Treasurer

The Treasurer shall be responsible for the maintenance of the financial accounts of the Section, and will provide formal accounting of the financial circumstances of the Section to the IOS Chair, Executive Council, and the Annual Meeting of Members.

3. Secretary

The Secretary is responsible for recording the minutes of all Executive Council meetings and the Annual Meeting of Members, presenting them to the Chair and Section membership, and posting them along with other relevant Section information on the IOS website. The Secretary is responsible for keeping all formal records of the Section, including the Charter and any by-laws that the Section may adopt. The Secretary is also responsible for keeping up the Section’s website.

VI. Nominations and Elections

At the first meeting after each general election the new Executive Committee shall appoint a Nominating Committee and its Chair. At least one half of the Committee shall come from outside the Executive Committee. The Nominating Committee Chair shall issue the call for nominations, compile the final slate of nominees for election, and oversee the balloting process. Nominations shall be proposed for each Executive Committee seat falling vacant.
The Nominating Committee Chair, in consultation with the Executive Committee, shall seek to ensure that the nominees for office reflect the diverse intellectual, and professional currents within the IOS, as well as geographical, gender, and other elements of diversity.

Nominations may be made by section members (with approval of the nominee) or by self-nomination. Each nominee shall submit a brief statement of interest and relevant background information for inclusion on the ballot. Nominees for Chair are strongly encouraged to have served in a previous capacity with the IOS.

Elections for all offices shall be decided by electronic ballot of IOS members. The final slate of nominees and ballot for each election shall be distributed electronically to the membership at least 30 days in advance of the Annual Meeting of Members. Completed ballots shall be returned to the Nominating Committee Chair at least one week before the Annual Meeting in order to be counted.

Nominees receiving the highest number of votes will be elected to their respective positions, will be so notified, and announced at the IOS Business Meeting at the Annual Meeting of Members.

VII. Amendments

Amendments to the IOS Charter may be proposed by the Executive Committee and/or the membership.

Proposed amendments that originate within and are approved by two-thirds of the Executive Committee shall be submitted via an electronic ballot to the members of the Section. Amendments will be considered adopted if supported by a two-thirds majority of those responding to the email ballot within one month of sending.

Amendments may be proposed by petitions signed by at least ten current members of the Section. Such proposed amendments shall be submitted to the Chair of the Section not less than 60 days prior to the Annual Meeting for presentation to the Annual Meeting of Members. Such amendments will be discussed and acted upon at the annual business meeting. Proposed amendments that are approved by the Annual Meeting of Members by majority vote shall be placed on the agenda of the next meeting of the Executive Committee. Amendments approved by the Annual Meeting of Members and accepted by a majority of the Executive Committee shall be submitted via electronic ballot to the members of the Section for ratification. Amendments will be considered adopted if supported by a two-thirds majority of those responding to the email ballot within one month of sending.

The Executive Committee shall periodically review this charter. If approved by a majority of the Executive Committee, recommendations or a proposed new charter shall be submitted to the members of IOS for ratification. The recommendations or proposed new charter are considered adopted if supported by a two-thirds majority of those responding to the email ballot within one month of sending.

All amendments to the Charter approved by the Section’s membership will be submitted to ISA’s Executive Director and Governing Council.

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as revised February 2011