Charter of the Historical International Relations (HIST) Section of the International Studies Association

Amended at the 2018 Annual Business Meeting in San Francisco

Article I: Name.

This organization shall be known as the Historical International Relations (HIST) Section of the International Studies Association (ISA).

Article II: Affiliation.

The HIST is one of the sections of the International Studies Association and as such subscribes to its purposes and supports its activities.

Article III: Purposes.

The purposes of the HIST are to:

1. promote the exchange of ideas among HIST-interested scholars across both disciplinary and international boundaries;

2. support a scholarly community and promote HIST-related studies;

3. facilitate networking and cooperation among scholars and students working on Historical International Relations.

4. strengthen research and teaching in the field and attract talented new scholars to it.

Article IV: Relationships.

The HIST will encourage cooperative relations with other organizations within and outside the ISA which share its interests.

Article V: Membership.

1. Any ISA member sharing the purposes of this section may become a member of HIST upon payment of whatever dues shall be established.

2. Members are entitled to attend the Annual General Meeting (AGM), be eligible for nomination to elective office, nominate and vote for officers, participate in HIST activities, and receive HIST-sponsored publications.

Article VI: Officers.

1. Officers and Terms.
   - The officers of the HIST section comprise the Executive Committee.
   - All officers must be members of the HIST section.
   - The officers of the HIST are
     - Chair,
     - Program Chair (Chair Elect),
- Communications Officer,
- 2 Members At Large.

- All officers are elected for terms of two years. Upon the completion of the Chair’s term, the Program Chair ascends to the position of Chair for the following two-year term.
- Members of the Executive Committee will be elected each year:
  - Program Chair/Chair Elect, and one Communication Officer in odd-numbered years.
  - Two Members At Large in even-numbered years.
- The terms of all officers begin at the conclusion of the ISA Annual Convention, and end at midnight of the last day of the ISA Annual Convention.

2. Responsibilities.
- The Chair is responsible for overseeing the Executive Committee; ensuring that its activities be communicated to the HIST membership; and fulfilling the obligations of “Section Chair” as understood by the ISA, including the finances of the Section.
- The Program Chair is responsible for creating the HIST conference program and for assisting the Chair.
- The Communications Officer serves as rapporteur for HIST meetings, and assists the Chair in communicating with the membership.
- The Members At Large are voting member of the Executive Committee.
- The Executive Committee is responsible for setting section policy.

3. Elections.
- Elections shall be carried out in a manner consistent with ISA standards, and organized by the Executive Committee.
- Officers may be nominated by HIST members or by indicating their interest to the Executive Committee prior to the AGM.
- Elections take place at the AGM.
- The Nominating Committee is tasked with overseeing the nomination process, ensuring that each officer will serve the HIST Section well in terms of scholarship, visibility, commitment, and service to ISA and the HIST Section. The Chair of the Nominating Committee prepares and publishes any calls for nominations.
- Each year, the Nominating Committee selects a slate of officers for consideration by the HIST Section membership. Each year, the Nominating Committee recommends officers for the HIST Executive and Award Committees, in accordance with the terms set by the Constitution of the HIST Section. These recommendations become the primary slate for a given election cycle.

4. Advisory Board.
- HIST shall have an Advisory Board consisting of scholars sharing the purposes of the section and wishing to actively contribute to its development. Members of the Advisory Board are appointed at the AGM after nomination by the Executive Committee. The Advisory Board shall consist of no more than fifteen scholars, and are appointed for three year terms.

5. Nominating Committee.
- The Nominating Committee is a permanent standing committee of HIST Section, which consists of four ex officio members: the two last HIST Section Chairs and the
current Section Chair and Program Chair. The Committee is led by the current Section Chair.

- The responsibility of the Nominating Committee is to provide a slate of Officers in accordance with the terms set by the Constitution of the HIST Section for official publication one month prior to each Annual Business Meeting. The Committee evaluates nominees, based on three criteria for leadership: a) international scholarly recognition; b) a history of service and participation in the HIST Section and knowledge of the HIST Section and the ISA; and c) theoretical, methodological, geographical, gender, ethnic, and racial diversity among the leadership of the Section. It then forwards its nominees to the membership for approval or rejection. The Section membership then votes on the recommendations of the Nominating Committee at its Annual Business Meeting.

6. Ad Hoc committees.

- Ad hoc committees may be formed at the discretion of the Executive Committee to handle section business, such as awards. All ad hoc committees include one member of the Executive Committee and at least two section members not on the Executive Committee.

Article VII: Charter Amendments.

1. Amendment to this Charter may be proposed by the Executive Committee or by a petition of at least ten members of the Section. Proposed amendments will be submitted to the Chair and the Secretary of the Section not less than six weeks prior to the annual meeting at which they are to be considered by the membership. Such proposed amendments will be discussed and acted upon at the annual business meeting.

2. If an amendment is approved by a majority of members in attendance at the annual business meeting, it will be submitted to an email ballot of all current members. Amendments will be deemed adopted if supported by a two-thirds majority of those responding to the email ballot within one month of its distribution.

3. All amendments to the Charter approved by the Section’s membership in accordance with VII. 1 and 2 above will be submitted to ISA’s Executive Director and Governing Council.