

**By-Laws for the International Studies Association – Asia-Pacific
Region**

2007

**(Version May 2007)
(Revised November 2017)**

ISA ASIA-PACIFIC is a regional division of the International Studies Association, and membership in ISA may include membership in ISA ASIA-PACIFIC.[See Annex A for a list of countries included within the Asia-Pacific Region]. There is a single membership in both organizations and they possess common objectives, purposes, and conditions of membership.

Article I. OBJECTIVES AND PURPOSES OF THE ISA ASIA-PACIFIC

1. To foster closer cooperative and complementary contacts among those having an interest in the scholarly study of international relations, in part by means of encouraging, sponsoring, promoting, organizing and conducting professional activities which cut across disciplinary lines.
2. To facilitate professional exchanges and the diffusion of knowledge and information about developments in the study of international relations.
3. To organize meetings and otherwise to provide opportunities for professional contacts and communications among the members of ISA ASIA-PACIFIC
4. To encourage and promote research in international studies within and between interested disciplines.
5. To establish and maintain contact with all disciplinary societies, conferences and other professional and specialized organizations (including government agencies, international organizations and endeavours such as CSCAP and OCIS) which have a scholarly interest in the study of international relations, and to foster such studies within and among these groups.
6. While the ISA ASIA-PACIFIC includes within the scope of its scholarly concerns the policies of national governments, international organizations and non-governmental groups which have a bearing on international relations, the ISA ASIA-

PACIFIC as such will not advocate, promote or take a take in favour of or against any such policy, nor will any member appear in the name of ISA ASIA-PACIFIC to so advocate, promote or take a stand.

Article II. MEMBERSHIP

1. Membership shall be open to individuals in the following categories, subject to such individuals' membership of the ISA. There cannot be a membership of the ISA ASIA-PACIFIC without a concurrent membership in the ISA:
 - a. The faculty members of institutions of higher learning from any of the academic disciplines
 - b. Persons having special professional interests and qualifications in the general area of international relations
 - c. Students engaged in the study of international relations in institutions of higher learning
2. An individual becomes and remains a member in good standing upon the initial and periodic payment of dues according to the schedule of dues established by the Governing Council of ISA.

Article III. GOVERNANCE

1. Governance of ISA ASIA-PACIFIC shall be vested in a President, two Vice-Presidents, a Secretary-Treasurer, an Executive Council, an annual meeting of members, and members voting by mail ballot.
2. The officers of ISA shall be a President, two Vice-Presidents and a Secretary-Treasurer

Article IV. EXECUTIVE COUNCIL

All Officers of the Asia-Pacific Region must be ISA members in good standing.

1. Subject to the above proviso, the Executive Council (Officers) shall consist of the following.
 - a. The Officers of ISA ASIA-PACIFIC and the immediate Past President
 - b. A Membership Officer appointed by the President
 - c. Three members elected at large for three year terms

2. The President shall:
 - a. Convene and preside over meetings of the Executive Council, Executive Committee and the Annual Meeting of Members.
 - b. Arrange for the preparation of an agenda for meetings of the Executive Council, the annual meeting of members.
 - c. Oversee the implementation of assignments growing out of resolutions duly adopted by the governing bodies of ISA ASIA-PACIFIC
 - d. With the consent of the Executive Council appoint ad hoc, special, and standing committees.
 - e. With the consent of the Executive Council appoint replacements for officers and members of the Executive Council who resign or are unable to perform their duties except as otherwise stated.

Article VII THE VICE-PRESIDENTS

1. The Vice-Presidents shall serve for a term of three years and may serve a maximum of two terms consecutively. However, the ISA Constitution prohibits the same person from serving in office for more than five consecutive years (Article IV.2).
2. The Vice-Presidents shall:
 - a. In conjunction with the President oversee the preparation of the program of the Annual Meeting of members.
 - b. Assist and advise the President in the recruitment of members.
 - c. Perform such other duties as the President or the Executive Council may request
3. In the event that the President should resign or be unable to perform his/her duties for whatever reason, one Vice-President shall become President at the invitation of the Executive Council until the next Annual Meeting of members or until the President is able to resume duties. The conditions and terms of succession shall be designated by the Executive Council.

Article VIII THE SECRETARY-TREASURER

1. The Secretary-Treasurer shall serve for a term of three years and may serve a maximum of two terms consecutively. However, the

ISA Constitution prohibits the same person from serving in office for more than five consecutive years (Article IV.2).

2. The Secretary-Treasurer shall:
 - a. In conjunction with the President be responsible for the finances of ISA ASIA-PACIFIC
 - b. Prepare an annual financial report to the membership and ISA
 - c. Along with the President, the Secretary-Treasurer shall submit duly authorized expenses to the ISA office for payment.
 - d. Oversee and conduct all elections duly authorized by organs of ISA ASIA-PACIFIC
 - e. Be responsible for communications to the membership and governing organization of ISA ASIA-PACIFIC

Article IX NOMINATIONS AND ELECTIONS

1. The Nominating Committee shall consist of the Executive Council.
2. The Nominating Committee shall propose at least one candidate for each office to be filled by election.
3. The Nominating Committee shall seek proposals and advice from the membership of ISA ASIA-PACIFIC
4. The Chair of the Nominating Committee shall make a report to the Annual Meeting of Members. Additional nominations may be made in accordance with Roberts Rules of Order at the Annual Meeting
5. Election shall be by an email ballot of the membership. Election shall be by simple majority of those submitting ballots.
6. All terms of office will begin after the business meeting of the ISA ASIA-PACIFIC which is usually held at the Annual Convention.

Article X ANNUAL MEETING

1. There will be an Annual Meeting of members which may include a convention but will always include a business meeting.
2. All members in good standing are voting members.
3. The President shall preside over and conduct the business meeting.
4. Amendments supported by a majority of those voting in a mail ballot shall be adopted.

Article XI ADOPTION

1. These by-laws shall serve as guiding principles during the period of transition (Article XII)
2. They shall be declared adopted and will come into effect upon the election of the Executive Council

Article XII FOUNDATION AND TRANSITION

1. ISA ASIA-PACIFIC will be founded by a Transitional Committee comprising a chair and five volunteers.
2. The Transitional Committee shall elicit the approval of fifty ISA members for the establishment of ISA ASIA-PACIFIC
3. Upon approval by fifty ISA members, the Transitional Committee shall make arrangements for the calling of the inaugural annual meeting of ISA ASIA-PACIFIC
4. The Transitional Committee shall seek nominations for the posts of President, Vice President, Secretary-Treasurer, Executive Council members.
5. The Transitional Committee shall appoint a student representative to serve on the first Executive Council
6. The Transitional Committee shall organize and manage the inaugural meeting of ISA ASIA-PACIFIC

7. Upon the election of the first Executive Council by the membership of ISA ASIA-PACIFIC, the Transitional Committee will dissolve and Article XI shall be removed from the by-laws of ISA ASIA-PACIFIC.

8. Upon the ratification of the Asia-Pacific Charter the Council will set-up a designated web master for the Region activities.

Annex 1:

Countries in the Asia-Pacific Region will generally include:

Australia
Cambodia
Christmas Islands
Cook Islands
Fiji
French Polynesia
Indonesia
Japan
Kiribati
Laos
Malaysia
New Caledonia
New Zealand
North Korea
Palau
Papua New Guinea
People's Republic of China (including Hong Kong and Macau)
Philippines
Republic of China (Taiwan)
Samoa
Singapore
Solomon Islands
South Korea
Thailand
Timor-Leste
Tonga

Tuvalu
Vanuatu
Vietnam