



# British Association for Applied Linguistics

## Constitution

(adopted 1967, amended 71, 72, 74, 75, 76, 80, 84, 85, 86, 89, 92, 97, 99, 01, 02, 06)  
This version: September 2007

### 1. Name:

The Association shall be called 'The British Association for Applied Linguistics' and is hereinafter referred to as 'the Association'.

### 2. Address:

The Association's address shall be that of its Honorary Secretary for the time being.

### 3. Objects:

The Objects of the Association are the advancement of education by fostering and promoting, by any lawful charitable means, the study of language use, language acquisition and language teaching, and the fostering of interdisciplinary collaboration in this study, and in furtherance of these objects (but not otherwise) to organise and sponsor conferences, lectures, discussions and study-groups and to produce for distribution and sale books, pamphlets, journals and other publications dealing with applied linguistics and generally to promote, organise and undertake any activities to further the above objects; provided that the Association shall not engage in trading other than such as may be necessary for carrying out its primary objects.

### 4. Membership:

(a) The founder members of the Association shall be those whose names appear on the Schedule of Founder Members, subject to payment of the annual subscription.

Membership of the Association shall be open to any person who supports the objects of the Association whose appointment or occupation or qualifications in the field of applied linguistics are accepted by the Executive committee and is prepared to pay the annual subscription as prescribed by these rules.

(b) New members may join by application to the Membership Secretary.

The method of assessing applications shall be determined by the Executive committee, and reported to the Annual General Meeting.

(c) The Annual General Meeting shall elect the following officers: a Chairperson, a Secretary, a Meetings Secretary, a Membership Secretary, a Publications Secretary, a Newsletter Editor, a Web Editor, a Treasurer, a Special Interest Groups Officer and a Postgraduate Liaison and Development Officer (who must be a student at the time of

election). The tenure of any Officer shall be three years, with the exception of that of the Postgraduate Liaison and Development Officer which shall be two years. An Officer shall be eligible for re-election but the continuous tenure of any Officer shall be limited to two terms of office.

(d) The Officers specified in (c), together with six ordinary members, shall constitute the Executive Committee. The ordinary members shall serve for two consecutive years, with three normally elected at each Annual Meeting. No Ordinary Member of the Executive Committee may serve as such for more than two terms consecutively. The Executive Committee shall manage the Association's affairs between Annual General Meetings and shall have power to co-opt up to three other members at its discretion to serve until the next Annual Meeting.

(e) The Executive Committee shall be empowered to set up Sub-Committees with such membership (including co-option) and for such purposes as it may deem expedient from time to time.

(f) If any Office shall fall vacant between Annual General Meetings, the remaining Officers shall have power to appoint another member of the Association to the vacant Office for the period until the next General Meeting (other than Special General Meeting).

(g) The quorum of Committee Members shall be a number greater than half the number of Committee Members.

(h) In the absence of the Chairperson from a Committee Meeting the members present shall select from among themselves an acting Chairperson for the occasion.

(i) If at a Committee Meeting there shall be an equality of votes the Chairperson or acting Chairperson may exercise a casting vote.

(j) The Executive Committee shall arrange General Meetings of members.

(k) On the written requisition of not less than fifteen members, the Secretary shall call a Special General Meeting, normally to take place immediately before the next Ordinary General Meeting or Annual General Meeting, provided that, in any case, at least one month's notice of the Special General Meeting shall be given. Such a Special General Meeting shall deal only with business for which it is called, which shall be clearly stated in the requisition, which latter shall state also the terms of any Motion which the Requisitioners propose to put to the Special General Meeting.

(l) At all Ordinary General and Annual General Meetings and at Special General Meetings twelve shall constitute a quorum; if at such meetings a quorum shall not be present, the meeting shall be adjourned until the next General Meeting; and at any such adjourned meeting the members present shall constitute a quorum.

(m) At General Meetings the Chairperson, if present, shall preside; but in his or her absence a member of the Executive Committee shall be elected Acting Chairperson for the session.

(n) For all General Meetings other than Special General Meetings the Executive Committee shall arrange an Agenda.

(o) The business of the Annual General Meeting shall be as follows:

(i) The reception of the Executive Committee's Report, and of the Audited Accounts for the preceding calendar year.

(ii) The election of ordinary members, as required, to the Executive Committee for the forthcoming two years, and the election to any of the Offices specified in 5 (c) that may be vacant by retirement or other reason.

(iii) The appointment of an Auditor for the forthcoming Association year.

(iv) The discussion of any motion duly submitted.

(v) The transaction of any such business as the Committee may have arranged, or as the Meeting shall resolve.

(p) Voting at all General Meetings shall be by a show of hands except in the matter of elections to the Executive Committee where the Executive Committee may arrange a secret ballot; in the event of an equality of votes the Chairperson may give a second or casting vote; the Chairperson's decision on the result of any vote shall be final.

## **6. Finance:**

(a) The financial year shall be from 1 June to 31 May.

(b) The capital and income of the Association shall be applied solely to support the objects of the Association; and no part thereof shall be distributed among members.

(c) The Auditor shall conduct an audit at the end of the financial year, and also at such other times as the Executive Committee may request, and may also conduct interim audits at his or her own discretion.

(d) The annual membership subscription for Ordinary and Associate members shall be determined at the Annual General Meeting. The subscription shall fall due on the first day of the Association's financial year.

## **7. Cesser of Membership:**

(a) A person shall cease to be a member if:

(i) He or she shall submit to the Secretary his or her resignation in writing.

or

(ii) The subscription remains unpaid by the AGM of the year for which the subscription was due.

(b) In either case, membership may be resumed at any time without re-election provided that the subscription for the calendar year then current be paid.

## **8. Amendment of Rules:**

These Rules may be amended at any General Meeting provided that written notice of the proposal shall have been given to the Membership at least fourteen days before the

Meeting and provided always that no amendment shall be valid that deprives or is likely to deprive the Association of its status at law as a charity.

**9. Dissolution:**

Upon dissolution of the Association any surplus assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed amongst the members but shall be given or transferred to such charitable institution or institutions having similar objects to the Association.