

## **BISA Emotions in Politics and International Relations Working Group Constitution**

### 1. BISA Emotions in Politics and International Relations Working Group

2. The BISA Emotions in Politics and International Relations Working Group was formally established in 2018. The Group aims to provide a forum in which to bring together a diverse range of scholars to discuss and debate:

- methodologies of affect and emotions
- theoretical and conceptual debates regarding affect and emotions
- emotions research and pedagogy
- interdisciplinary emotions research
- theory and practice of emotions research in contemporary politics

The aims of this Working Group are to provide a constructive and supportive space for the exploration of this field; to actively develop and expand this relatively young field, and to strengthen the UK and international network of scholars working on emotions. The Group will do this through research meetings and other collaborative activities.

3. Organisational status - The Emotions in Politics and International Relations Working Group is a “sub-group” of the British International Studies Association and must satisfy the aims and policies of the Association, including Equal Opportunity policy, and the legal and Charity Commissioner Requirements. The Working Group must deliver an Annual Report and statement of accounts to the Association by the end of November of each calendar year at the very latest demonstrating that these aims and policies are being adhered to.

Guidance is provided in the handbook on suggested content of the Annual Report and statement of accounts. All working groups will be subject to a five-yearly review of activities, membership and expenditure.

4. Statement of membership - Membership of the Emotions in Politics and International Relations Working Group shall be open to all members (including Postgraduate members) of the British International Studies Association who elect to join the working group, but shall never be less than 10. Membership of the Emotions in Politics and International Relations Working Group will be free of charge to BISA members.

5. Other interested persons who are not members of the BISA may join the Emotions in Politics and International Relations Working Group, subject to approval of the working Group. The Emotions in Politics and International Relations Working Group will maintain their own records of these members but must also use the BISA membership lists when undertaking a mailing to members.

6. The business of the Emotions in Politics and International Relations Working Group shall be conducted by a Committee of no fewer than 3 members. Specified roles within the Committee include the following: Chair, Secretary, and Treasurer. Each of these roles shall only be undertaken by members of the BISA elected by the Group. The Committee will have the power to co-opt [up to two] additional members. The majority of the Committee must be members of the BISA.

Normally working groups have additional elected members on their Committees such as newsletter/website editor, membership secretary for a group of over 100 members, meetings and events coordinator, postgraduate coordinator, and publications coordinator.

7. Terms of office - The offices of Chair, Secretary and Treasurer and other committee members shall be for a period of two years. Honorary officers may stand for a second term of two years, but must relinquish their post after the fourth year of office. Retiring honorary officers shall not be eligible for re-election as an Ordinary Member of the Committee if they have served for 4 years, without first having a two-year break from the Committee.

Ordinary Committee members shall be elected for a period of not more than two years. Ordinary Committee members may stand for a second term of two years, but must relinquish their post after the fourth year of office.

Postgraduate members shall be elected for a period of one year and shall not normally be eligible for re- election to the Committee for more than two terms of office.

The working group should give consideration to the succession timetable of officers serving on their Committees in order that there is an appropriate level of continuity i.e. stagger role election periods.

8. Elections to the Committee will be held at the Annual Business Meeting (ABM) or via a suitable online system such as “Survey Monkey” or “google forms”. Members will be informed in writing (email is preferred) 30 days prior to the ABM of all vacancies to be filled. Nominations for Committee membership will be accepted up to the beginning of the ABM or online election deadline. Nominations must be in writing and include the names of the proposer and seconder.

9. The ABM shall normally be held at the BISA Annual Conference. The Emotions in Politics and International Relations Working Group must present an Annual Report and Statement of Accounts to the BISA as requested, and normally by the end of November each year. This is to comply with Charity Commissioners guidelines. The working group is expected to manage its funds with due care and for the benefit of the membership of the working group.

An Extraordinary General Meeting (EGM) may be called by either the Chair and four members (or all other members if fewer than four in total) of the Committee or by any 20 ordinary members of the Emotions in Politics and International Relations Working Group. The Secretary (or equivalent convenor position) must give at least 30 days’ notice of an EGM in writing (email is preferred) to all members of the Emotions in Politics and IR Working Group.

10. Changes to the Constitution - The constitution can be changed only by two-thirds majority vote of those present at an ABM, provided that the membership has been individually notified of the proposed changes by email at least 30 days in advance. Working group constitutions that have been altered by the ABM of the working group should then be submitted for approval by the working group liaison person of the BISA. If the working group alters its constitution without informing the BISA by the time of its next meeting, the BISA will view this matter seriously and consider whether the group is contravening the aims of the BISA.

11. The activities of the working groups should not contravene the charitable aims of the British International Studies Association). The Emotions in Politics and International Relations Working Group may be dissolved only in accordance with the rules of the BISA.

***The British International Studies Association is a registered charity (No. 1151260) and a company limited by guarantee registered in England and Wales (No. 8422260).***