

## BISA Foreign Policy Working Group

<http://bisaforeignpolicygroup.wordpress.com>

### Constitution

#### 1. Aims

The BISA Foreign Policy Working Group aims to analyse foreign policymaking, from individual and group decisions and policy processes within states to how foreign policies are received externally and forged in multilateral forums.

The group brings together a wide variety of people, ranging from academics and diplomats to journalists and politicians. It welcomes all approaches that help to examine foreign policy, especially (but not exclusively) British foreign policy. (Scholars looking at US foreign policy are advised to join that group. Collaborative work is possible but the broad focus of this group is non-US foreign policy).

The group mainly examines contemporary debates and concerns, though historical approaches are also welcome. The group will focus on areas such as:

- domestic influences on foreign policy
- bilateral relations
- foreign policy in multilateral institutions like the UN, NATO, the EU or the Commonwealth
- sectoral issues, such as the use of force in the service of foreign policy
- the economic basis to policy formation.

It also analyses and critiques conceptual developments such as 'guerrilla diplomacy', 'networked foreign policy' and the rise of non-state foreign policy actors. Comparative work between states is particularly welcome.

#### 2. Role of the group Convenor

##### 2.1 Responsibilities

The convenor has overall responsibility for the running of the working group and ensuring the Group meets its obligations to BISA, including timely submission of annual reports and financial statement and active participation of the Group in BISA conference.

In addition the convenor will have responsibility for:

- seeking and enrolling new members;
- maintaining the website, the membership database and email lists (and ensuring compliance with the Data Protection Act);
- seeking proposals for conference panels at BISA and ISA;
- seeking proposals for workshops, seminars and working group events;

- administering the working group funds through their institution;
- and organising an AGM.

The convenor can co-opt assistants from the Working Group membership and/or delegate these tasks as they see fit while retaining overall responsibility to BISA for the appropriate running of the Working Group. Joint convenors are also permitted. The working group actively encourages the involvement of members based in universities outside the UK, at all levels.

## 2.2 Terms of office and elections

Convenors will serve two year terms, and no more than two consecutive terms.

Convenors will be elected by an online ballot of working group members (current BISA membership is required in order to vote). This will take place in November (first election November 2014), and thereafter every two years. The election will be administered by a member of the working group who is not standing for election. Notifications will be provided through the working group email list. Any working group member who is a current BISA member is eligible to stand; candidates must submit a 100 word rationale for their candidature.

## 3. Membership

3.1 Anyone can become a member of the working group by emailing the convenor with the following information: Name, institution, email address, research interests. No payment is required. BISA membership is not required for working group membership, although it is strongly encouraged. Members consent to having their information listed in the members' directory on the website. Emails can be sent to the working group list through the convenor (and subject to their discretion).

3.2 Members can propose events for which BISA working group funding can be applied. The level of funding applied for will be at the discretion of the convenor, on criteria of: the level of funds made available by BISA; the number of bids; the fit with the aims of the working group; the potential for original academic outputs; the involvement of postgraduate students; the number of working group members involved; value for money.

3.3 Members can propose panels for working group and/or BISA slots at BISA and ISA

conferences. The ranking of these proposals will be at the discretion of the convenor, on criteria of: the fit with the aims of the working group; the potential for original academic outputs; the involvement of postgraduate students; the number of working group members involved.

#### 4. Amendments to the constitution

Amendments to the constitution can be made following a proposal circulated by email in advance of the AGM (usually held at the BISA annual conference), followed by a discussion with members at the AGM at which a vote may be taken, and a summary of the discussion circulated by email following the AGM. After following this process, and taking reasonable consideration of the views and advice of members, and BISA regulations, changes to the constitution can be made by the convenor.

#### 5. Complaints

Complaints about the running of the working group should be resolved in the first instance through the convenor or the membership. If this fails, complaints can be made to the BISA Trustee responsible for working groups. See <http://bisa.ac.uk/>

The British International Studies Association is a registered charity (No. 269284). All working group members agree to abide by the rules of conduct of BISA. The convenor reserves the right to exclude members from events or withdraw membership if they have been subject to disciplinary action by BISA, or expelled from the association.