

Statutes of the *European Association of Methodology (EAM)*

§ 1 Name and Location of the Association

- (1) The Association is called the "*European Association of Methodology*", abbreviated to "EAM".
- (2) It is located in Jena and is to be registered at the "Amtsgericht Jena" (the Court responsible for the admission and registration of associations in Jena). After registration the EAM will carry the suffix "e.V" (the code for a registered association).

§ 2 Purpose of the EAM

- (1) The EAM serves to promote the research and the development of empirical research methods in the fields of the Behavioural, Social, Educational, Health and Economic Sciences as well as in the field of Evaluation Sciences, in particular by
 - promoting the teaching of research methods in the above mentioned fields;
 - creating facilities to promote scientific exchange and communication between scientists in Europe and other parts of the world;
 - supporting young scientists;
 - supporting the activities of national scientific groups and their members;
 - promoting publications in the above mentioned fields and other activities
 - and other activities.
- (2) The realisation of these aims will, for instance, be achieved through the EAM's support of scientific publications, organisation of conferences and scientific meetings, promotion of research projects. Furthermore, the EAM will help in establishing contacts and cooperation on national and international levels with scientists in related research fields and scientific associations.

§ 3 Non-profit Organisation

- (1) The EAM is a non-profit organisation. It exclusively pursues non-commercial aims of public utility in the sense of tax privileged purposes of the General Fiscal Law. All income and profit of the EAM is to be used only for these non-commercial purposes of public utility.
- (2) The EAM members do not receive any monetary benefits from the EAM. The EAM is purely altruistic in its activities and does not primarily follow commercial purposes.
- (3) The EAM is neither allowed to pay money to persons for purposes which do not strive to meet the goals of the association, nor make reimbursements which are unreasonably high.

§ 4 Fiscal Year

The fiscal year of the EAM is the calendar year. The first fiscal year ends on December 31, 2004.

§ 5 Funding of the EAM

The financial resources of the EAM are reserved for the pursuit of the goals and purposes of the association. These resources comprise in particular:

- (1) Membership fees, other regular fees and conference participation fees which are not used for the organisation of the event;
- (2) Income from publications of the EAM;
- (3) Any capital which is not spent;
- (4) Funding, benefactions, contributions, legacies, inheritances which have been obtained legally from members or other parties;
- (5) Research grants;
- (6) All other legally obtained finances.

§ 6 Membership

- (1) Both, natural persons and legal bodies a unit of a legal body may become a member if the authority to do so is delegated to it. Membership is obtained upon written request to and acceptance by the Executive Committee. Member acceptance remains at the discretion of the Committee and can not be demanded as a right. The EAM is not obliged to communicate the reasons for not accepting a membership request. Membership of natural persons is restricted to those who have an academic degree or an equivalent qualification. Potential members should furthermore have already contributed or be expected to contribute to the development of research methods in one of the fields mentioned in § 2 (1). Membership is not restricted to Europeans.
- (2) Both, natural persons and legal bodies, can become *honorary members* of the EAM. Honorary member have extraordinary merits in one or more of the fields mentioned in § 2 or have excelled in following the aims of the EAM. Honorary membership is awarded upon decision of the Delegates Assembly (see § 10). Honorary members are exempt from membership fees.
- (3) The Delegates Assembly is responsible for deciding upon membership fees. Membership fees are to be paid for a whole year and in advance of the calendar year.
- (4) Membership is terminated by:
 - a) A written statement of membership resignation at the end of the calendar year to the Executive Committee
 - b) Death or dissolution in the case of legal bodies
 - c) Formal expulsion, which can only be decided by the Delegates Assembly in the case of gross violations of the interests of the EAM. In such cases a corresponding motion/proposal must be included on the agenda and be sent to the members at least four weeks before the meeting. The expulsion becomes effective with the decision of the Delegates Assembly. The decision must be sent to the member within six weeks. Lodging an appeal against such an expulsion is not possible.
 - d) Expulsion in the case of annual membership fees not having been paid for the period of one year, without extenuating circumstances. A reminder is sent to the last address known to the EAM by the Executive Committee, pointing out that membership will be suspended unless the fee is paid within three months of the dated letter. Should payment not follow within the three month period, the member can expect to be suspended by the Executive Committee. The suspension becomes effective with the decision of the Executive Committee. The decision must be sent to the member within six weeks. Lodging an appeal against such a suspension is not possible.

§ 7 Organisational units

- (1) To reach the goals of the EAM mentioned in § 2, organisational units are to be formed within the association (national or regional groups). There can be several national groups in one country, for example one for Psychological Methodology, and another one for Sociological Methodology. Each member of the EAM must be a member of one such unit. The Executive Committee decides about the national group
- (2) To reach the goals of the EAM mentioned in § 2, extra, organisational units can be formed with permission of the Delegates Assembly or the Members Assembly. These units can for example be *thematic groups*. Each member of the EAM can be a member of several such units. These latter organisational units must have at least 10 members.
- (3) The head of such an organisational unit (according to (1) or (2) above) must be elected by its members. The head of a unit acts as its representative within the EAM. The organisational units can also send delegates to the Delegates Assembly (see § 10). The election of the delegates is regulated by § 14.
- (4) If another association is a legal member of the EAM, its members can also become natural members of the EAM. These natural members must pay the full membership fee, which can, however, be paid fully or in part, by the other association for its members.
- (5) The organisational units can also be organisational units of other organisations or associations.
- (6) Members not belonging to any specific unit are considered belonging to a “residual unit” for the purposes of electing delegates.

§ 8 Bodies of the EAM

The bodies of the EAM are:

- a) the Members Assembly
- b) the Delegates Assembly
- c) the Executive Committee

Additionally, the EAM may install an Advisory Board.

§ 9 Members Assembly and its tasks

- (1) The Members Assembly can be convoked by the Executive Committee in writing not less than six weeks before the assembly. The announcement of the assembly must contain the agenda. In contrast to the Delegates Assembly (see § 10), the Members Assembly does not have to take place regularly.
- (2) A Members Assembly must be held if requested from the Executive Committee by at least one fifth of the delegates in written form including the topics to be placed on the agenda.
- (3) Each Members Assembly must be documented by a written protocol (minutes) and made available to all members, e. g. on the internet. The minutes must be signed by the General Secretary and one other member of the Executive Committee. The minutes are to be safely stored by the General Secretary. The acceptance of the minutes takes place at the next Members Assembly or the next Delegates Assembly.
- (4) The Members Assembly is chaired by the President or the Vice-President of the EAM. Included amongst the tasks of the Members Assembly is the making of recommendations with respect to the fulfilment of the fundamental goals of the EAM. The Members As-

sembly elects the Executive Committee in a secret voting procedure (see § 14). The voting statutes may also allow voting by letter.

- (5) The Members Assembly assumes all duties and rights of the Delegates Assembly until the latter meets for the first time.
- (6) The Members Assembly has a quorum regardless how many members are present. However, at least 25% of all members of the EAM must take part in the election of the Executive Committee, otherwise the votes must be recast.

§ 10 Delegates Assembly and its tasks

- (1) The Delegates Assembly will be held every second year and is to be announced in writing to the members by the General Secretary at least six weeks prior to the meeting. The announcement of the meeting must contain the upcoming agenda.
- (2) A Delegates Assembly must also be held if requested from the Executive Committee by at least one third of the delegates in written form including the topics to be placed on the agenda.
- (3) Each Delegates Assembly must be documented by a written protocol (minutes) and made available to all members, e. g. on the internet. The minutes must be signed by the General Secretary and one other member of the Executive Committee. The minutes are to be safely stored by the General Secretary. The acceptance of the minutes takes place at the next Delegates Assembly.
- (4) The Delegates Assembly reaches decisions concerning all issues fundamental to the fulfilment of the goals of the EAM. Specifically, its tasks are:
 - (a) passing resolutions concerning voting statutes for the Executive Committee (see § 14);
 - (b) passing resolutions regarding changes of the statutes, including the goals of the EAM;
 - (c) the expulsion of members according to § 6 (4) letter c;
 - (d) the approval or disapproval of the work of the Executive Committee;
 - (e) determining membership fees;
 - (f) appointing members of the advisory board;
 - (g) dissolution of the EAM.
- (5) If the Members Assembly and the Delegates Assembly should reach contradictory decisions, then the decision of the Delegates Assembly takes precedence.
- (6) The Delegates Assembly is responsible for all remaining matters concerning the Association, in so far as they are not assigned by the statutes to the Executive Committee or the Members Assembly.

§ 11 Passing of resolutions by the Delegates Assembly

- (1) Following a convening of the Delegates Assembly according to the statutes, a quorum is reached when at least 25% of all delegates are present.
- (2) Should the Assembly not reach quorum according to paragraph 1, then a further Delegates Assembly must be announced with the same agenda as soon as possible, but not earlier than one hour after the original meeting was scheduled. The new Assembly has a quorum regardless how many delegates are present.
- (3) The Delegates Assembly decides by a simple majority of the votes of the delegates present at the meeting. Decisions according to § 10 (4 b) (change of statutes, including the

goals of the EAM) and § 10 (4 g) (dissolving the EAM) require a 3/4-majority of the delegates attending the meeting.

§ 12 Executive Committee

- (1) The Executive Committee consists of:
 - the President
 - the Vice-President
 - the General Secretary
 - the Deputy General Secretary
 - the Treasurer
 - four Committee Members
- (2) The President or the Vice-President, together with a second member of the Executive Committee legally represent the EAM (§ 26 BGB).
- (3) Only members (natural persons) of the EAM can be elected members of the Executive Committee. The Executive Committee must be elected every second year. A re-election is possible. The Executive Committee remains in office until a new Executive Committee is elected. No one person can take on more than one position within the Executive Committee.
- (4) The Executive Committee works on an honorary basis. Refunding for travel, accommodation etc. is possible, should the costs ensue in working for the purposes of the EAM.
- (5) If a member of the Executive Committee should quit during his period of office, then the remaining members of the Committee are permitted to appoint a new member for the time remaining until new elections take place.
- (6) The Executive Committee is permitted to draw on further members of the EAM for the support of its activities and may entrust these members with special assignments.

§ 13 Tasks of the Executive Committee

- (1) The Executive Committee acts according to the resolutions of the Members Assembly and the Delegates Assembly. It decides about the requests for membership in the EAM.
- (2) The President conducts the business of the EAM and chairs the Members Assembly and the Delegates Assembly. The Vice-President may take over these duties in the case of the President's being ill or other extenuating circumstances.
- (3) The General Secretary is responsible for the administration of the EAM. He/she administers the membership register, the delegates register, is responsible for the minutes and general correspondence. He/she also organises the elections of the Executive Committee. The Deputy General Secretary takes over these responsibilities if warranted (e.g. illness etc.).
- (4) The treasurer administers the finances and the accounts of the EAM and is responsible for the recording of incomes and payments of the EAM.
- (5) The four Committee Members share the workload of the Executive Committee and take on special assignments.
- (6) Members of the Executive Committee can also have offices in the organisational units (see § 7).
- (7) Issues not covered here, are decided by the EC.

§ 14 Elections

- (1) The Executive Committee is to be elected in secret elections by the members of the EAM. There is to be a separate vote for each member of the Executive Committee except for the four committee members. Voting rules are decided upon by the Delegates Assembly. The voting rules may also allow for postal or other absentee votes. Even if members of the EAM are members in more than one organisational unit, they are still allowed to vote only once for the Executive Committee. The Executive Committee remains in office until a new Executive Committee is elected.
- (2) The head and the delegates of the organisational units (in the sense of § 7) are elected by the members of their unit or member associations. There can be one delegate voted for the Delegates Assembly where there are 1 to 9 members in the organisational unit, two delegates for 10 to 19 members, three delegates for 20 to 29 members etc.
- (3) Each organisational unit with more than 9 members must give a copy of their voting statutes to the Executive Committee regulating the election for the offices and the duration of the mandates (including the delegates for the Delegates Assembly) in their unit. Each member of the EAM can be elected as a delegate. However, members may only be delegates for one organisational unit. The office of a delegate ends with the election of a new delegate. The heads of the organisational units can also be delegates of their unit in the Delegates Assembly.

§ 15 Advisory Board

The EAM may appoint an Advisory Board. This board has the task of promoting the EAM and supplying advice for future activities. The work of the advisory board is on an honorary basis. Refunding of costs for travel, accommodation etc. is allowed should the costs ensue in working for the purposes of the EAM.

§ 16 Dissolution of the EAM

- (1) The EAM can be dissolved by the Delegates Assembly. Such a decision requires a 3/4-majority of the delegates attending the meeting.
- (2) The liquidation is organised by the Executive Committee.
- (3) In case of dissolution, the Executive Committee regulates the finances of the EAM, which must be used exclusively for non-profit and non-commercial purposes. The decisions must be approved by the tax authorities in charge of the EAM before they can be executed.

§ 17 Personal Liability of the Members of the EAM

The liability of any member of the EAM is restricted to the assets of the EAM.

These statutes were accepted unanimously by all members attending the founding meeting in Frankfurt, February 27, 2004.

Jena, March 27, 2004. Tamas Rudas and Rolf Steyer