

Constitution

CONSTITUTION OF THE INTERNATIONAL UNIVERSITY THEATRE ASSOCIATION

1. Naming conventions, headquarters, purpose

Article 1

The Association was established as an international association with a philanthropic, religious, scientific, artistic or pedagogical aim, under the law of the twenty-fifth of October in the year nineteen nineteen (25th of October 1919). This law was revoked by the law of the second of May in the year two thousand and two (2nd of May 2002) on non-profit associations, non-profit international associations and foundations. The Association is henceforth an international non-profit organization.

The Association is called the International University Theatre Association (IUTA) / Association internationale du Théâtre à l'Université – Asociaciòn Internacional del Teatro en la Universidad (AITU).

All acts, invoices, announcements, publications and other documents arising from the Association must mention its company name, immediately preceded or followed by mention of its form and by a precise indication of the headquarters.

The Association is governed by the provisions of Title III of the Belgian law of the twenty-fifth of June in the year nineteen twenty-one (25th of June 1921) on non-profit associations, non-profit international associations and foundations.

Article 2

The Association headquarters are found in Liège, Cockerille Place, n° 3 (building A2). It may be transferred to any other location in Belgium, simply upon the decision of the Executive Committee published in the month of its decision on the appendices of the Belgian Bulletin.

The Association's official language is French. Its working languages are English, French and Spanish.

For the purpose of this constitution, "University theatre" refers to theatrical activity carried out within higher and tertiary education institutions, as training, creative or research activities, either theoretical or practical.

Article 3

In accordance with the Liège Charter of 19th of February 1994, the Association exists in the interest of the practice of theatre in universities. IUTA is a non-profit body whose aims are:

to develop and promote university theatre worldwide;

to facilitate the organization and co-ordination of international festivals, congresses, conferences and symposia;

- to encourage theatrical activities in universities by promoting relations and collaborations, as well as to aid, in every way, all other projects which foster university theatre in all countries;
- to facilitate wide circulation of university theatre performances as well as the dissemination of germane literature, by means of books, periodicals, exhibitions, audiovisual productions, and other methods of communication;
- to obtain facilities in theatres, universities, etc. for university theatre in all countries, for students and staff alike;
- to assist members in obtaining grants for their work from official bodies, foundations, trusts, and other grant-making bodies.

2. Membership

Article 4

The Association is formed from two membership categories: Full Members and Affiliated Members.

Full or Institutional Members are legal representatives who follow the laws and customs of their home country, who participate in the organization and its functioning.

Institutional membership of the Association shall be open to all local, national or international institutions or organizations which include university theatre in their activities and who accept these articles.

Affiliated or Individual Members of the Association shall be open to any person who undertakes to support and promote the objectives and the work of the Association, and who accepts these articles.

Each Institutional Member shall have one vote; each Individual Member shall have a consultative voice.

Membership, whether Institutional or Individual, is acquired by a majority vote of the General Assembly on the proposal of the Executive Committee to which a written request must be lodged at least two months prior to the General Assembly. Membership starts at the conclusion of the General Assembly.

Membership, whether Institutional or Individual, shall cease:

- a) if members resign or pass away;
- b) if they are expelled as a result a General Assembly vote as specified in the last paragraph of article 6;
- c) if, following notification by the secretariat, the payment of their annual subscription specified in article 6 falls one year and one month in arrears.

Article 5

A member who no longer forms part of the Association (as a result of death or otherwise) relinquishes their rights to the Association's assets.

3. General Assembly.

Article 6

The General Assembly is the central directive body and sovereign power of the Association.

The General Assembly is comprised of all the Association's members. Each Institutional Member shall appoint a delegate for the General Assembly and for each membership consultation. They shall also give notice to the Secretary General at least two months in advance.

The following points fall within their jurisdiction:

- a) Approval of budgets and accounts;
- b) Appointing and revoking potential administrators and officials;
- c) Dismissal of these people or the decision to take legal action, in the name of the Association, against any of these representatives;
- d) Approving possible interior regulations and their alteration;
- e) Alteration of statutes;
- f) Voluntary dissolution of the Association.

It establishes the broad outline of the Association's policy, and delegates its implementation to the Executive Committee. It ratifies reports, recommendations and financial statements presented by the Executive Committee. It decides upon the cost of annual subscriptions for Institutional and Individual Members, as long as this amount does not exceed one hundred and fifty euros (€150.00). It ratifies the financial charges, as authorized by the Executive Committee during its meetings, that the members of the Association abide by.

Upon proposal by the Executive Committee, the General Assembly elects the President of the Association by a majority vote of the Institutional Members in attendance.

It decides upon the number of Vice-Presidents and of elected Members of the Executive Committee to be appointed for the next four years.

It may expel any Institutional or Individual Member who fails to fulfil statutory obligations towards the Association, at the request of the Executive Committee who must, in advance, hear the defence of the person in question. This is followed by a vote of at least two thirds of

the members in attendance, assuming the expulsion request was on the General Assembly's agenda.

Article 7

The General Assembly convenes every year on the date indicated on the summoning notice, presiding under the President or, in their absence, under the Vice President, at **the** headquarters or at the location indicated on the summoning notice.

This summoning notice is prepared by the Secretary General and sent by post, fax, email at least eight days prior to the General Assembly meeting. It contains the meeting agenda.

Unless in exceptional circumstances foreseen by current statutes, decisions and elections shall be decided by simple majority vote by present or represented members.

For the General Assembly, Institutional Members are able to elect another Full Member to represent them as proxy. Each Full Member cannot, however, act as proxy for more than three members.

They cannot decide on anything outside of the proposed agenda.

The General Assembly outcomes are recorded in a register held by the president at the Association headquarters, to remain at the disposal of members, who may consult them without removing the register.

4. Amendment of Statutes

Article 8

Without conflict with articles 50,§3, 55 and 56 of the law of the twenty-seventh of June in the year nineteen twenty-one (27th of June 1921) on non-profit associations, non-profit international associations and foundations, any proposal aiming to amend statutes must stem from the administrative body; unless otherwise agreed upon, the administrative body must bring this to the members' attention at least one month in advance of the General Assembly meeting.

The General Assembly can only reasonably discuss an amendment to statutes if two thirds of members, present or represented, have voting rights.

No decision shall be established if it does not receive a four-fifths majority vote.

Amendments to statutes will only have effect, as concerns the social objective and the activities put in place to achieve this goal, following approval by the Head, in compliance with article 50,§3 of the law, and following publication to the appendices of the Belgian Bulletin, in compliance with article 51,§3 of the same law.

The General Assembly will settle the method of the Association's dissolution or liquidation.

5. Executive Committee

Article 9

The Association is managed by an Executive Committee comprised of the President of the Association, the Vice-President or Vice-Presidents, the Secretary General, the Treasurer, as well as three to six elected members.

The President governs the meetings. The Secretary writes and maintains the minutes, carrying out the required publication of the minutes and keeping a list of members; they are responsible for summoning each speaker. The Treasurer maintains and publishes the financial accounts and manages tax declarations and all other finance-related matters. The Treasurer's duties may be carried out at the same time as one of the other duties.

Committee members are elected by the General Assembly by simple majority of present Institutional Members, in compliance with article 7. A member of the committee must at least have Belgian nationality.

The President, elected two years ahead of taking office, will serve for four years. If there is no appointment two years prior to the expiry of the current President's mandate, the presidency will be extended for one year. This mandate is renewable only upon the expiry of their successor's mandate.

The term of the Vice-President(s), and each elected member shall be four years. The committee shall be renewed by half every two years. No more than two members may be elected from any one country.

Candidates for election must be nominated by at least two members from two different countries.

Nominations for candidates are open three months preceding the General Assembly and close on the eve of the Assembly. The ballot shall take place at the end of the Assembly.

The Administrators can be dismissed at any time by the General Assembly. This decision will be decided by simple majority of the voices presented or represented. Each member of the Executive Committee can themselves dismiss by means of written notification to the President of the Association. The mandate of any Committee member also expires by death or incapacity. Any outgoing administrator will attempt to continue in their role until a replacement is appointed.

All acts relating to the appointment, dismissal or cessation of the Administrator's duties are deposited to the commercial court within the Association's headquarters in order to be published to the appendices of the Belgian Bulletin.

Article 10

The Executive Committee is responsible for managing the Association's affairs and finances and for executing the decisions made by the General Assembly.

Article 11

The Committee shall meet at least once a year. Unless in the case of duly justified emergency or agreement among those concerned, it must be convened at least one month in advance.

This summoning notice is prepared by the Secretary General and sent by post, fax, email and contains the meeting agenda.

The Committee can only reasonably deliberate if at least half of its members are present or represented.

The Executive Committee resolutions are voted by simple majority of members present or represented. In the event of a tie vote, the President has the casting vote.

The resolutions are recorded in a register, signed by the President and held at the Association's headquarters.

Article 12

The Committee may decide urgent matters by correspondence or by email if Full Members do not communicate their opposition to this in advance or if it proves impossible or unnecessary to hold a special meeting.

In this case, the Secretary General in agreement with the President shall send to each Committee member a questionnaire and/or a proposal of the decision to which each member responds in writing. Decisions will be made by a two-thirds majority.

The decisions made by correspondence must be saved by the following Executive Committee.

Article 13

The Committee may appoint ad hoc Sub-Committees to fulfil different tasks, whose chairmen shall be chosen from the members of the Executive Committee and whose terms of reference shall be established by the Executive Committee.

6. Budget and Accounts

Article 14

The Committee entrusts to the Treasurer the administration of funds, the preparation of the budget and the accounts of the Association.

The financial year begins on the 1st of January and ends on the 31st of December each year.

The Committee is required to submit their approval to the General Assembly of the accounts for the previous year and of the budget for the following year.

The accounts of the Association shall be prepared every year and shall be audited every two years by professional and independent auditors.

Article 15

Court action shall be raised or defended in the name of the President or any person designated by him.

Article 16

All acts of the Association are, unless in the case of special mandates, signed by the President, who does not have to justify to third parties the powers conferred for this purpose.

7. Dissolution

Article 17

The Association is established for an unlimited period.

The General Assembly can only reasonably discuss the Association's dissolution if two thirds of the members assemble and, present or represented, have voting rights. If, however, this number is not achieved, a second Assembly will be summoned, at which time the Association may reasonably deliberate regardless of the number of members present or represented.

No decision will be made unless it is voted by a four-fifths majority.

Any remaining funds shall be given to international organizations pursuing similar aims, as determined by the Committee.

Article 18

This constitution shall, as amended from time to time, come into effect only after their publication in the appendices of the Belgian Bulletin.

Article 19

The Association shall be free from political, religious, sexual or any other discrimination.

In these articles, unless the context otherwise specifies, the masculine gender shall include the feminine.

Article 20

Anything that is not covered by these statutes and notably by publications to be made to the appendices of the Belgian Bulletin will be regulated in compliance with the Belgian law's provisions and supplementary provisions; the Assembly General will abide by these provisions.