

ASSOCIATION OF CATHOLIC INSTITUTES OF EDUCATION

ACISE

STATUTES

SECTION I - NAME AND AIMS

1. a. The name of this international Association is:
 - in French : *Association Catholique Internationale des Institutions de Sciences de l'Education;*
 - in English : *Association of Catholic Institutes of Education;*
 - in Spanish : *Asociación Católica Internacional de; Instituciones de Ciencias de la Educación*
- b. The acronym of this association is A.C.I.S.E.
 1. It is a Catholic Association formed, on a voluntary and non-profit making basis, to bring together institutions of higher education engaged in at least graduate level teaching and research in the field of education.
 2. The aim of the Association is to promote mutual understanding and co-operation among the member institutes on scientific, social and spiritual levels, in particular by encouraging meetings of their Principals (or chief executives); the exchange of information; staff and student exchanges; and also the promotion of joint projects.
 3. The Association belongs to the International Federation of Catholic Universities (IFCU) within which it enjoys functional autonomy as defined by the present statutes.
 4. The Association is called to represent its members in dealing with international organisations working in the field of education.

SECTION II – MEMBERS

2. Only the institutions which conform to the following criteria may be members of the Association:
 - a. Those permitted to be admitted as ORDINARY MEMBERS are designated Catholic institutions, which normally offer graduate level qualifications (that is, degree and post-graduate level awards) and are engaged in research projects in the field of education.
 - b. Those permitted to be admitted as ASSOCIATE MEMBERS are the institutions which do not conform to the conditions mentioned above. The number of associate members may not exceed one third (1/3) of the total number of members.

3. The members are normally represented by the chief executive of the institution (Principal, Director, or equivalent) or, in his absence, by another representative of the same institution, who is duly mandated by him.

SECTION III – ADMINISTRATION

4. The Association is administered by the General Assembly and the Executive Committee.

The General Assembly

5. The General Assembly maintains the power of decision and of final beatification of the policies of the Association.

6. The members of the General Assembly are the DELEGATES of the institutions specified in article number seven (7).

7. a. Only the ordinary members have the right to vote on the modification of the statutes, and on the election of the Executive Committee. On all other matters, the associate members have the same voting rights as ordinary members.

b. Each member institution may cast one vote. In the case of absence, it is possible to cast a vote by proxy in writing.

c. The admission of new members is undertaken by the General Assembly, on the recommendation of the Executive Committee.

8. a. On the invitation of the Executive Committee, persons outside the Association may be invited to assist at the General Assembly, in their capacity as experts or observers.

b. The representative of each institution may be accompanied by one or more colleagues in their capacity as experts with the right to speak but not the right to vote.

9. The General Assembly will meet no less than once in every three years. It will determine the time and the place of the next meeting.

10. A proposal is adopted when there is an absolute majority of valid votes cast. Proposals concerning the statutes of the Association are dealt with as a separate case (cf. art. 20 part c.)/

The Executive Committee

11. The Executive Committee consists of five persons: the president, the vice-president, the secretary-treasurer, and two counsellors of whom one may be a delegate from an associate member institution.

12. The election of the Executive Committee is made by the General Assembly. Its power ends at the meeting of the following Assembly.

13. The functions of the members of the Committee are the following:

a. the president calls and presides over the meeting of the Association and the committee; he runs and supervises the affairs and activities of the Association. In the event of his absence he is replaced by the vice-president.

b. the secretary-treasurer runs the secretariat and maintains the records of the Association. He is responsible for the financial management and for submitting accounts to the Assembly.

14. The committee will meet in ordinary session at least once a year. It manages the ordinary affairs of the Association, prepares the following General Assembly, and

carries out the tasks entrusted to i by the General Assembly. It submits for the ratification by the General Assembly regulations in accordance with the extant statutes.

Subscriptions

15. The General Assembly will determine the amount of the subscription on the recommendation of the Committee. A delay of two years in payment will result in the loss of the rights of the members.

SECTION IV - AMENDMENTS

16. The present statutes may be modified or amended by the General Assembly. To be valid, the proposal for modification, amendment or repeal will:

- a. have to be addressed to all ordinary member institutions which have paid their subscriptions;
- b. be carried by at least two-thirds (2/3) of valid votes cast;
- c. conform to the spirit and the statutes of the International Federation of Catholic Universities.

These statutes have been adopted on April 6, 1991, by the General Assembly in Salamanca.