



Constitution

(adopted 1967, amended 1971, 1972, 1974, 1975, 1976, 1980, 1984, 1985, 1986, 1989, 1992, 1997, 1999, 2001, 2002, 2011, 2012, 2022)

This version: **September 2022**

1. Name: -

The Association shall be called 'The British Association for Applied Linguistics' and is hereinafter referred to as 'the Association'.

2. Address: -

The Association's address shall be that of its membership administrator, currently Mosaic Events.

3. Objects: -

The advancement of Education by fostering and promoting, by any lawful charitable means, the study of applied linguistics, and the fostering of inter-disciplinary collaboration in this study. To further these objects, the association will organise and undertake activities which include: maintaining a mailing list; organising and sponsoring conferences, seminars, workshops and other events; supporting early career academics and postgraduate students; facilitating the running of special interest groups (SIGs); providing funding opportunities for members; awarding an annual book prize; and publishing a newsletter.

4. Membership: -

(a) Membership of the Association shall be open to any person who has an interest in language(s) and applied linguistics and is prepared to pay the annual subscription as detailed on the Association's website.

(b) New members may join through the Association's website.

(c) The Annual General Meeting shall elect the following officers from among its current members: a Chairperson, a Secretary, a Treasurer, a Media Coordinator, a Meetings Secretary, a Membership Secretary, a Newsletter Editor, a Postgraduate Liaison and Development Coordinator (who must be a student at the time of election), a Publications Secretary, a Seminars Coordinator, a Special Interest Groups Co-ordinator and a Web Editor. The tenure of any Officer shall be three years, with the exception of that of the

Postgraduate Liaison and Development Co-ordinator which shall be two years. An Officer shall be eligible for re-election but the continuous tenure of any Officer shall be limited to two terms of office. The Chair will stand for only one term, and will typically be co-opted for a year at the end of their three-year term.

(d) The Officers specified in (c), together with five ordinary members, shall constitute the Executive Committee. The ordinary members shall serve for two consecutive years. No Ordinary Member of the Executive Committee may serve as such for more than two terms consecutively. The Executive Committee shall manage the Association's affairs between Annual General Meetings and shall have power to co-opt up to three other members at its discretion to serve until the next Annual Meeting.

(e) The Executive Committee shall be empowered to set up Sub-Committees with such membership (including co-option) and for such purposes as it may deem expedient from time to time.

(f) If any Office falls vacant between Annual General Meetings, the remaining Officers shall have power to appoint another member of the Association to the vacant Office for the period until the next General Meeting (other than Special General Meeting).

(g) The quorum of Committee Members shall be a number greater than half the number of Committee Members.

(h) In the absence of the Chairperson from a Committee Meeting the members present shall select from among themselves an acting Chairperson for the occasion.

(i) If at a Committee Meeting there shall be an equality of votes, the Chairperson or acting Chairperson may exercise a casting vote.

(j) The Executive Committee shall arrange General Meetings of members.

(k) On the written requisition of not less than twelve members, the Secretary shall call a Special General Meeting, normally to take place immediately before the next Annual General Meeting, provided that, in any case, at least one month's notice of the Special General Meeting is given. Such a Special General Meeting shall deal only with business for which it is called, which shall be clearly stated in the requisition, which latter shall state also the terms of any Motion which the Requisitioners propose to put to the Special General Meeting.

(l) At all Annual General Meetings and at Special General Meetings twelve shall constitute a quorum; if at such meetings a quorum is not present, the meeting shall be adjourned until the next General Meeting; and at any such adjourned meeting the members present shall constitute a quorum.

(m) At General Meetings the Chairperson, if present, shall preside; but in their absence a member of the Executive Committee shall be elected Acting Chairperson for the session.

(n) For all General Meetings other than Special General Meetings the Executive Committee shall arrange an Agenda.

(o) The business of the Annual General Meeting shall be as follows:

(i) The reception of the retiring Executive Committee's report and of the audited or independently examined Accounts of the preceding year.

(ii) The election of members of the Executive Committee for the forthcoming year, and the election to any of the Offices specified in 5 (c) that may be vacant by retirement or other reason.

(iii) Appointment of an auditor or an Independent Examiner for the forthcoming year.

(iv) The discussion of any motion duly submitted.

(v) The transaction of any such business as the Committee may have arranged, or as the Meeting shall resolve.

(p) Voting at all General Meetings shall be by a show of hands except in the matter of elections to the Executive Committee where the Executive Committee may arrange a secret ballot; in the event of an equality of votes the Chairperson may give a second or casting vote; the Chairperson's decision on the result of any vote shall be final.

(q) In the event that an officer or ordinary member of the Executive Committee takes leave during their office (e.g. sick leave or parental leave), the Executive Committee may appoint cover for up to one year (which can be extended if circumstances arise), enabling the member to return to their post following their leave. However, this does not affect the original finishing date of their term of office.

6. Finance: -

(a) The financial year shall be 1 June to 31 May.

(b) The capital and income of the Association shall be applied solely to support the objects of the Association; and no part thereof shall be distributed among members.

(c) The auditor and/or independent examiner shall audit or examine at the end of a financial year and also at such other times as the Executive Committee may request and may also conduct interim audit or examination at their own discretion.

(d) The annual membership subscription for individual, institutional and associate members shall be determined at the Annual General Meeting. The subscription shall fall due on 31st January each year.

7. Cesser of Membership: -

(a) A person shall cease to be a member if:

(i) their subscription remains unpaid by the end of the one-month grace period following 31st January of the year for which the subscription was due

or

ii) they advise the BAAL membership administrator that they will not be renewing their membership.

(b) In either case, membership may be resumed at any time provided that the subscription for the calendar year then current be paid. Those members who re-enroll will be enrolled as though they are new members and their membership will not be continuous.

8. Amendment of Rules: -

These Rules may be amended at any General Meeting provided that written notice of the proposal shall have been given to the Membership at least fourteen days before the Meeting and provided always that no amendment shall be valid that deprives or is likely to deprive the Association of its status at law as a charity.

9. Dissolution: -

Upon dissolution of the Association any surplus assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed amongst the members but shall be given or transferred to such charitable institution or institutions having similar objects to the Association.