

AIUTA - IAUTA BYLAWS

TITLE 1. OBJECTIVE AND COMPOSITION OF THE ASSOCIATION

Art 1

Has been founded by those who adhere to the current statutes as an association without limit of time and is subject to the French law of 1st July 1901 and the decree of 16th August 1901 having as name « Association Internationale des Universités du Troisième Age » and « International Association of Universities of the Third Age » or « A.I.U.T.A. » and « I.A.U.T.A ».

Art 2

The objectives of this Association are, notably:

- to federate, all over the world, the Universities of the Third Age and the organisations, including any, which have different names but do subscribe to its objectives,
- to constitute, with the support of Universities around the world, an international framework of a lifelong educational nature and concerned with research for, by, and with the old,
- to develop the exchange of knowledge that the older generation achieves for the benefit of society as a whole.

Art 3

To reach the above defined objectives, the Association may undertake to promote such actions as permitted and authorized by the texts, which are legally in force, notably :

- to encourage the creation and the development of Universities of the Third Age and similar organisations around the world;
- to promote the development of relations and shared projects, between the U3As in conformity with the objectives it pursues, by the formation of organisational structures on the basis of collaborative projects, development or research, and according to geographical criteria, a shared language or other criteria, which bring together interest groups;
- to combine, form and promote analyses, interpretations, and undertake initiatives to examine problems associated with longer life in order to formulate a common approach in the major deliberations on this issue;
- to collaborate with organisations whose activities relate to higher education and deal with the conditions of life of the old and to be in touch with the organisations concerned with their future and their capacity to fulfill, fully and freely, their role in society;
- to establish and maintain close relations with the international organisations, both governmental and non governmental, which pursue similar objectives;
- to create and to maintain cultural and scientific contacts between its members while coordinating their activities and specifically in education, review and research, while making available services and means of interchange and information ;
- to resort to the means of information and documentation to organise conventions, symposia, meetings, study travel, courses and conferences - also to publish and distribute publications - and forming research groups by any other means as may prove necessary, in the the pursuit of its objectives;
- to participate in any activities and demonstrations of a social, cultural and artistic character, to which it may be invited.

Art 4

The head office is located in Paris, France. It can be transferred elsewhere by a decision of the Governing Board, subject to ratification by the General Assembly.

Art 5

AIUTA-IAUTA is composed of member Associations located around the world, which have been accepted by the Governing Board. The Association concerns itself with Universities of the Third Age, those which are open, or not, to people of all ages, and those Associations or similar institutions which may have different names but which fully subscribe to the objectives of the AIUTA-IAUTA, and of national federations or Associations of groups of these universities or institutions.

The Association can also include individual, associated and honorary, members who have been approved by the Governing Board.

Such associated members are individuals or representative people, who subscribe to the objectives pursued by the Association and pay a contribution.

The title of honorary member can be awarded to individual or representative people, who render or have rendered significant services to the Association and are exempt from payment of a contribution.

The associated and honorary members are invited to attend the meetings of the General Assembly, and have a consultative voice.

Art 6

AIUTA – IAUTA is an international association based in France. The official languages are French, English and other languages which the GB has agreed as such. The Statutes have been compiled in both French and English. The French version is the legally valid binding version.

Art 7

The member Associations contribute financially to the working of the AIUTA-IAUTA according to procedure as detailed by the interior regulation.

The amount of the contribution can be altered and raised following a decision by the General Assembly, on the basis of a submission proposed by the Governing Board.

Art 8

Membership lapses if :

A. An Association or an incorporated organisation:

1 / has in accordance with its statutes decided to withdraw;

2 / has been excluded by the Governing Board, for a serious reason or non payment of the contribution ; the decision is subject to recourse to the General Assembly. The President of the Association or the organisation concerned should first be invited to provide an explanation.

B. For an individual member

1 / has resigned;

2/ has been excluded for a serious reason or non payment of the contribution, by the Governing Board, subject to recourse to the General Assembly. The member in question should first be invited to provide an explanation.

TITLE 2. ADMINISTRATION AND WORKING

Art 9

The Association is administered by a Board composed at most of 27 members, elected by the General Assembly for four years, - it can have no more than four elected members from any one country.

The General Assembly designates in addition a substitute, of the same nationality, for every elected member of the Board.

The retiring President is an honorary member of the Association. He is invited to attend the GB and GA meetings, with a consultative voice for the duration of the tenure of his successor. Only those representing fully paid up member institutions of the Association can be representatives and are eligible to the Governing Board.

The mandate of the elected Board, and of the co-opted Board, is consecutively renewable twice (i.e. 3 times 4 years = 12 years). The renewal of half of the Board takes place, every two years.

Every titular Board member may be represented by his substitute at a Board meeting.

In case a vacancy of one of the seats occurs, during the period between two General Assemblies, the Governing Board provides a temporary replacement for the seat thus freed until a definitive replacement is decided by the following General Assembly, in any event, the powers of the administrators so elected end when the mandate of the replaced administrator ends.

The Board can invite, to assist it, eminent personalities who are willing and capable of helping it with their expertises, on a given subject and for a specific number of meetings. These people are invited to have a consultative presence.

Art 10

The Governing Board meets at least twice per year, and every time it is convened by its President, or at the request of two thirds of its membership.

The presence, or the representation, of at least half the members of the Governing Board is necessary to validate its deliberations.

The decisions are taken by a majority of the votes of those Board members who are present or are represented.

In case of an exact split of the votes, the President has the casting vote.

In case a titular Board member and his substitute are unavoidably unavailable, a proxy can be given by the absent member to another Board member. No Board member present can present more than two authorisations.

Any member of the Board who, without excuse, has not attended three consecutive meetings, may be considered to have resigned.

The Board member who no longer represents a member institution, of which he was a member at the time of his election to the Board, or if his institution loses its status of member of the Association, is considered to have resigned from his responsibility, and cannot be elected to the Board, or represent the member institution of the Association to which he belonged at the time of his election.

Minutes of the sessions have to be made. The minutes must be produced without blank spaces or erasures on numbered pages and are to be kept at the seat of the Association. They must be signed by the President and the General Secretary and are submitted for the approval of the Board at the next meeting.

Art 11

The Governing Board has all the powers not statutorily reserved to the General Assembly to manage, to direct and to administer the Association, in all circumstances. It deliberates on all business in the area of objectives and the means of achieving these.

It is responsible for implementing the decisions of the General Assembly to which it gives account of its management.

It establishes internal regulations which are submitted for approval of the General Assembly.

Art 12

The Governing Board can assign one of its members to preside a commission with the charge of studying a particular issue complying with the objectives of the Association. Experts from civil society may be invited to participate in the works of such commission which are conducted according to a programme devised in agreement with the Governing Board. The commission is invited to render an account of its works to the Board in accordance with a planned timetable.

The President of the Governing Board can authorise any member of the Board or a member organisation to carry out a specific study mission or research which interests the Association as a whole. Such a mission is carried out in accordance with a pre-established programme to be completed in a specified time and an account of the completion of the task is presented to him.

Art 13

The Governing Board elects from among its members, by secret vote, an Executive Committee composed of :

- a President,
- two vice-Presidents,

on proposition by the President :

- a General Secretary, and, if necessary, a deputy General Secretary,
- a Treasurer and, if need be, a deputy Treasurer

The President's mandate is not immediately renewable (i.e. after 4 years), that of other members of the Executive Committee is renewable once (i.e. : 2 times 4 years = 8 years) without exceeding the length of the permitted service on the Board.

The Executive Committee conducts the current work during the time between the meetings of the Board.

At the end of the President's mandate, whatever the reason of is (end of mandate, resignation...) a new Executive Committee must be nominated with the option that the former members can be retained.

Art 14

To be elected, a candidate to presidency must provide proof of a recognised academic career and of having served in a third age organisation.

The President is elected by a majority vote in two rounds : in the first round an absolute majority of the members present or represented is needed, and in the event of a second round, a relative majority is needed.

He presides at meetings of the General Assembly and of the Governing Board. He can invite to these meetings certain qualified people, as experts in a consultative capacity, or they can simply attend as observers, for a defined purpose and for a specific number of meetings.

He represents the Association on all matters of civil life. He authorizes all expenditure.

He can delegate in specific circumstances as defined by the internal regulation. In case judicial representation is required, the President can only be replaced that by someone mandated to act according to a special circumstance. All representatives of the Association must enjoy the full exercise of their civil rights.

In case the President is absent or temporarily unavailable, the first vice-President can act on his behalf.

In case the seat of the President falls vacant in the course of his mandate, the first vice-President acts during the interim period until a new President is elected by the Governing Board.

Art 15

- The Secretary general is in charge of all correspondance and archives. He/She is responsible for the minutes of the Assembly and of the Governing Board and for the preservation of all documents relating to daily work of the Association, with the exception of financial documents.

He/She is responsible for the special register as stipulated by the article 5 of the law of July 1st, 1901 and by articles 6 and 31 of the decree of August 16, 1901. As authorised by the President, he/she ensures the execution of the formalities as prescribed by the said articles.

- The Treasurer is responsible for the financial management of the Association. He verifies the invoices and endorses payments, as authorised by the President. He regularly maintains under his control, or causes to be maintained, a record of all disbursements and renders an account to the General Assembly which ratifies his appointment to the management.

He causes to be opened and put into operation at any bank or at any establishment which provides credit, any credit, deposit, or current accounts in the name of the Association. He produces, signs, receives, and endorses all checks and transfer orders to settle the accounts.

If the case arises, the deputy General Secretary and the deputy Treasurer, function as, or in case of absence replace, the General Secretary and the Treasurer and undertake all duties conferred upon them by the President within the framework of the administration of the Association.

Art 16

The General Assembly includes the representatives of the Associations or member organisations which are fully paid up, and serve as titular members, at the rate of two delegates per institution, as well as individual members having consultative status.

Art 17

The ordinary General Assembly convenes every two years.

At least one month before the due date, the President convenes the members of the Association helped by the General Secretary.

The Agenda, as agreed previously by the Governing Board, is published in the notice of the meeting.

The Assembly can deliberate validly only if one third of the institution members is represented by at least one delegate per organisation.

The President, assisted by the members of the Executive Committee, chairs the meeting, and presents the management of the Governing Board and the state of the Association.

After a report by the auditors of the accounts, the Treasurer submits an account of his management and submits the balance for approval by the Assembly which comments on the presentation of the completed account and votes on the balance of the proposed budget.

After completing the Agenda, he proceeds by a secret vote to the replacement of the members retiring from the Board.

Only the issues appearing in the Agenda should be addressed during the General Assembly.

The decisions of the General Assembly are made by a simple majority of the votes cast by the delegates present at the meeting or having given proxy. No delegate present can carry more than two proxy votes in addition to his own. In case of a split vote, a second vote is taken and the President then has the casting vote.

A record is kept of the minutes of the sessions. The minutes are signed by the President and the General Secretary. They are compiled without blank spaces or erasures on numbered pages and are kept at the seat of the Association.

Copies of the minutes and of the accounts of every accounting period are sent to all members of the Association.

Art 18

An extraordinary General Assembly can be convened by the President, in accordance with the formalities prescribed by article 17, on demand of the Governing Board, by a majority of two thirds of the members present, or of at least one third of the fully paid up members of the Association.

The Assembly can only deliberate validly if more than half of the member institutions are represented by at least one delegate per organisation. If this quorum is not reached, the Assembly must be convened again after a minimum delay of one month; it can then validly deliberate by whatever may be the number present.

Except as stipulated by the conditions regarding the majority detailed in articles 21 and 22, the extraordinary General Assembly functions identically to the way the General Assembly functions.

TITLE 3. ASSETS - ACCOUNTING

Art 19

The financial assets of the Association derive from:

- A / contributions and the subscriptions of the members, decided upon by the General Assembly on the basis of proposals made on the advice of Governing Board;
- B / income derived from goods and assets of the Association ;
- C / subsidies provided by the public authorities ;
- D / donations and legacies ;
- E / the proceeds of payments for services rendered;
- F / other revenues allowed by the law currently in force.

Art 20

An annual Account is maintained of transactions resulting from the maintenance of an annually balanced budget.

The accounts, maintained by the Treasurer, are submitted to the scrutiny by two external auditors outside the Governing Board and appointed by the General Assembly.

TITLE 4. MODIFICATION OF THE STATUTES AND DISSOLUTION

Art 21

The statutes of the Association can be modified by the General Assembly, at Extraordinary meetings, which comply with the conditions specified by article 18, and by a majority of two thirds of the votes validly cast by the delegates who are present or represented.

Art 22

The dissolution of the Association can be decreed by a General Assembly especially convened for the purpose, subject to the conditions prescribed by article 18, on the basis of a proposition by at least 20% of the member institutions and by a majority of two thirds of the votes validly cast by the delegates who are present or represented.

In the case of dissolution decreed by the General Assembly, this latter must assign the net assets to one or several organisations pursuing the same objectives and the Executive Committee is empowered with the necessary authority to implement the liquidation.

Art 23

An internal regulation is produced and kept up to date by the Governing Board which submits it for approval of the General Assembly.

This internal regulation is designed to reflect faithfully, in the strict sense, the present statutes, to specify the procedures which should be adopted and to specify the regulations for the internal administration of the Association.