

PSA Women and Politics Specialist Group Constitution

1 Name

The group shall be called the UK Political Studies Association Women and Politics Specialist Group

2 Objectives

The objectives of the group are:

- 1) to promote the study of gender and politics
 - 2) to welcome and support all women scholars of politics, irrespective of their field of interest
 - 3) to promote gender equality in the profession
 - 4) to facilitate contact and communication between scholars engaged in the study of gender and politics
 - 5) to achieve these objectives by: organizing group conferences and workshops, panels at general conferences and other events, and awarding prizes.
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3 Membership

Membership shall be open to all members of the Political Studies Association (PSA) of the UK (and similar national associations) and to others with a professional interest in gender and politics.

There shall be an annual membership fee to be determined each year at the Annual General Meeting. The fee for members of the PSA will be less than that for non-members. A reduced fee will be payable by graduate students.

4 Officers

The officers of the group shall be members of the group at the time of election, and shall consist of one or two co-convenors, plus such other officers as the group deems necessary. They shall hold office for two years and shall be elected by separate vote from among the members of the group at the Annual General Meeting of the group. All officers of the society shall be current PSA members. An officer shall be eligible for re-election provided that they are still a bona fide member of the group and a current PSA member.

The co-convenors shall agree amongst themselves the distribution of duties, which shall include (but not be limited to):

Ensuring that membership records are managed efficiently

Maintaining financial records and overseeing financial arrangements

Circulating emails and managing the email distribution list

Ensuring that arrangements are made for the annual conference/ workshop and the group's activities at the PSA conference and other relevant conferences

Liaising with the PSA and with sister organisations, for example, in APSA and ECPR

Including optional subscription to the journal Politics & Gender as part of the membership package [suggestion that this be removed as too specific]

Organising the Undergraduate Essay Prize competition and the Founders Prize for the best paper on gender presented at the PSA annual conference

Maintaining the specialist group website
Providing reports to PSA News on the group's activities
Representing the interests of women in the profession to the PSA

5 Advisory group

There shall be an advisory group comprising former convenors of the PSA Women and Politics Specialist Group willing to be involved. Members of the advisory group shall offer advice and support to the current offices and have the responsibility of ensuring that the group is run satisfactorily and in accordance with custom and practice established since its inception.

6 Records

Shall be kept by the co-convenors and made available for inspection by any member of the group if so required. These records will include minutes of any meetings, minutes of the AGM, and the Annual Report. Current membership lists shall be maintained, including details of membership fees paid.

7 Vacation of Office/ casual vacancies

Officers may resign at any time or may be removed by resolution of the annual general meeting of the group. If necessary, interim arrangements shall be made by the advisory group. Casual vacancies shall be filled by the annual general meeting of the group at the first available opportunity.

8 Annual General Meeting

The Annual General Meeting shall normally be held during the group's annual conference or workshop. If the conference or workshop is not held in any year, the Annual General Meeting shall be held at the annual conference of the PSA.

9 PSA Constitution

The group shall be governed by the appropriate clauses of the Articles of Association of the PSA with regard to any matter not covered by this Constitution.

10 Amendment of the Constitution

This constitution may be amended or altered only by a resolution supported by two-thirds of the members present and voting at a general meeting, provided that no alteration shall contravene the Articles of Association of the PSA.

This constitution shall be made available to all members of the group on request.