

Conference of European University Chaplains (CEUC)

Constitution

§ 1 Name and Home

Art. 1

The name of the organization is Conference of European University Chaplains, abbreviated CEUC.

Art. 2

The home of the organization is Tampere, Finland.

§ 2 Aims

Art. 1

The CEUC is a Christian Ecumenical organization, whose aims are:

a.

The organization of an annual Conference for European University Chaplains, except for those years when CEUC participates in the organization the Global Conference of the International Association of Chaplains in Higher Education (IACHE).

b.

To promote communication and "networking" between University Chaplains in Europe, and to be a resource for their service.

c.

To promote partnerships between University Chaplains of different denominations and faith-groups.

d.

To engage with issues in Tertiary education, youth, culture and European institutions. Tertiary education refers to all post-secondary education at an academic level.

e.

To represent concerns and interests of University Chaplains to European and Global institutions and Church bodies.

§ 3 Membership

Art. 1 Membership rules:

a.

Full membership is open to everyone who is employed or assigned by the Church or the Institution as a Chaplain within the Tertiary Education system. Furthermore senior staff members in Chaplaincies can become members.

b.

Associate membership is open to Church- and University-related organizations and to individuals that have or have had connections with University Chaplaincy.

c.

All matters concerning membership are decided by the board of the organization. (see § 5)

Art. 2

Membership is valid when the member has paid dues for the first year of membership.

Art. 3

Resignation from membership takes place by contacting the secretary and becomes effective at the end of the membership year.

Art. 4

Membership dues are decided by the general assembly. Dues are paid in advance for a whole year. Dues for members and associate members are the same.

§ 4 The General Assembly

Art. 1

The general assembly is the organization's highest authority.

Art. 2

The general Assembly takes place once a year during the annual University Chaplains' Conference. The general assembly is convened at least four weeks in by publishing and sending out the agenda electronically to the members. In the years when a Global University Chaplains' Conference is organized, the general assembly takes place during the Global Conference.

Art. 3

All full members, who have paid their membership before the General Assembly, and who are present, have the right to participate and vote.

Art. 4

The agenda for the general assembly will contain at least the following items:

1. Approval of the minutes of the previous general assembly
2. Election of minute's secretary
3. Election of ballot-counters
4. Election of chair of the general assembly
5. Approval of the report by the chair of the board
6. Approval of the financial report by the treasurer of the board
7. Budget for the next financial year
8. Proposals received

9. Membership dues for the next financial year
10. Election by the gen. ass. of the chair of the board from among the members of the board (§ 5)
11. Election by the gen. ass. of the vice-chair of the board from among the members of the board (§ 5)
12. Election of auditors
13. Miscellaneous

Art. 5

Proposals to be discussed at the general assembly should be forwarded to the chair of the board at least two weeks before the general assembly. Proposals for amendments to the constitution should be forwarded to the chair of the board at least three months before the general assembly.

Art. 6

The general assembly is conducted by a chair, who is not a member of the board.

Art. 7

Decisions made by the general assembly are made by simple majority by a show of hands. A written ballot is required when asked for by any of the participating members.

Art. 8

On request of a member or on request of the board, permission to speak can be given to non-members. The General Assembly has to approve the request.

§ 5 The Board

Art. 1 The organization's daily business is conducted by the board, consisting of 7 members that represent at least 5 countries. Board Members are being elected for a period of three years. The setup of the Board should seek gender balance and a variety of denominations. For further regulation of the election procedure, the organization may establish specific electoral rules by decision of the general assembly.

Art. 2

The board conducts the organization's business in accordance with this constitution and the decisions made by the general assembly.

Art. 3

A board meeting is held at least once a year, independent of the general assembly. At its first meeting after the general assembly the board elects the secretary and the treasurer. All elections are for the period of one year.

Art. 4

The board establishes its own order of business. It can establish committees to take care of special assignments. It can also appoint individuals for the same purpose.

Art. 5

The chair of the board (or the vice-chair) convenes and conducts the board meetings. Convening takes place by sending out the suggested agenda electronically, whenever the chair judges that a board meeting is necessary. The chair can also convene "virtual" board meetings, conducted either by

telephone or by E-mail, when a minimum of three board members request such a meeting. This meeting will take place within two weeks after the chair has received the request for this meeting.

Art. 6

The board can make decisions when a minimum of five members are present or participating.

§ 6 Economy, Financial Matters, and Audit

Art. 1

The organization uses the financial year, May 1 to April 30.

Art. 2

The board is responsible to the general assembly for its financial report and budget.

Art. 3

The financial accounting of the organization is the responsibility of the treasurer. The secretary is responsible for all matters concerning membership.

Art. 4

The financial report is audited by the auditors elected by the general assembly.

Art. 5

For business conducted within the adopted budget of the organization, the chair, secretary and treasurer can dispose of the funds of the organization. Expenses which exceed the adopted budget of the organization will need to be agreed by the board. The chair can call a quorum to ensure that a majority of the board members agrees with the disposition.

Art. 6

The economy and financial matters of the organization are independent of the annual University Chaplains' conference. Financial support for the annual conference is possible only as a guarantee to cover the conference's deficit, up to a limit to be decided by the board.

§ 7 Signing and Liability

Art. 1

The signatures of the chair and at least one board member are sufficient to conduct the organization's business.

Art. 2

The membership carries no liability for the obligations that rest on the organization.

§ 8 Constitutional Amendments

Art. 1

This constitution can only be amended by a 2/3 majority at two consecutive general assemblies.

Art. 2

Constitutional amendments are effective as from the second general assembly which adopts them.

Art. 3

§1 Art. 2 (Home of the organization) can be changed by a 2/3 majority at only one general assembly. Such amendment will be effective as from the general assembly that takes this decision.

§ 9 Dissolution

Art. 1

Dissolution of the organization can only be decided by a 2/3 majority at two consecutive general assemblies.

Art. 2

In the case of the dissolution of the organization its funds will be disposed of according to the decision of the general assembly, in line with § 2 of this constitution.

§ 10 Date

As adopted by the founding general assembly, Canterbury, United Kingdom, 18.05.2002.

Amendments in § 4, Art. 3 and 9; § 3, Art. 4; § 5, Art 1 as approved by the General Assemblies in Tampere, Finland, 2.07.2008, and in Kristiansand, Norway, 5.06.2009.

Amendment in § 6, Art. 1 as approved by the General Assemblies in Kristiansand, Norway, 5.06.2009, and Coventry, United Kingdom, 17.06.2010.

Amendment in § 1, Art. 2; § 2 (a); § 3, Art. 2; § 4, Art. 2 and 8; § 5, Art. 1, 5 and 7; § 8, Art. 3 as approved by the General Assemblies in Dublin, Ireland, 7.06.2018, and in Neuendettelsau, 6.06.2019.