

By Laws

International Society for Criminology

Article 1

Official languages

The official languages of the International Society for Criminology, hereinafter called 'The Society', shall be English, French and Spanish.

Article 2

Members, Rights and Dues

1. The list of members shall be kept up-to-date by the General Secretary of the Society.
2. –
 - a. The General Assembly shall elect ten active members, representing different countries and disciplines, not members of the Board of Directors, to constitute an arbitration Panel;
 - b. In the case of a contested exclusion, the member concerned and the Board of Directors shall elect two members of the Panel to constitute a Committee of arbitration. If the member concerned fails to choose arbiters, the President of the Society shall select his two members by lot. The four members so designated shall elect one of their members as chairman. If they fail to do so by majority vote, the choice shall be made by lot;
 - c. If the committee is evenly divided on the issue, the President of the Society shall cast the deciding vote. The ruling of the committee of arbitration shall be final.

Article 3

Election of the Board of Directors

1. Before August 1st of the election year, the Executive Committee prepares a list of candidates the number of which shall be double that of the positions to be filled and shall not exceed three per country. The persons must represent the different disciplines within the Society.
2. –
 - a. In addition, to the list thus established, the Executive Committee shall add the names of the candidates whose applications for candidature have reached it before August 1st,

supported at least, by twenty (20) signatures and which it has not thought fit to take into account.

- b. To each membership of the Society having a right to vote, the Secretary General shall send a ballot on which appear the names of the candidates selected according to the provisions of article 3-1 and 2-a above.
3. –
 - a. There is also a space on the ballot in which the members may write the names of candidates they wish to propose for the vacant positions. The ballots shall be sent by ordinary mail to members who have the right to vote and no later than September first of the election year.
 - b. Votes must, to be valid, reach the General Secretary before the date given on the ballot. This date shall not be fixed at less than sixty (60) days from the day the ballot was sent to the members. In order to protect the anonymity of the votes, each member voting shall place his ballot in an unidentifiable envelope, which shall, in turn, be sent to the General Secretary in a second envelope carrying the signature of the member.
 4. –
 - a. The persons receiving the largest numbers of valid votes shall be considered elected. The counting of the votes shall be done publicly by the General Secretary, assisted by two Tellers named by the Executive Committee.
 - b. In case of a tie vote for the last position to be filled, the General Secretary shall, in the presence of the Tellers decide by lot which candidate is elected.
 - c. A report of the operation of counting the votes and of the results shall be prepared and signed by the General Secretary and the Tellers.
 - d. In case of the death resignation or inability to serve of any person elected prior to beginning of his term of office, the candidate shall be declared elected, taking into account the fact, however that no more than three members of the Board may be from the same country.
 5. The chairman shall transmit all correspondence and documents to the General Secretary, who shall conserve them, as well as the ballots, for a period of at least 5 (five) years.
 6. The results of the election shall be published and made available to the members through notices sent to them or publishes in scientific journals.

Article 4

Mail votes in general

1. Outside of elections, voting by correspondence shall be regulated by decisions taken by the Board of Directors of the Executive Committee in a manner regarded as most practical and expedient.

2. –
 - a. The General Secretary shall record the results of all voting by the Society in the register of official acts and minutes.
 - b. Original forms and documents shall be placed in the archives and conserved for at least five (5) years.

Article 5

The Executive Committee and its functions

1. –
 - a. Elections to the Executive Committee shall be by absolute majority, on the two ballots and by simple majority on the third.
 - b. Members of the Executive Committee shall take office immediately upon election.
2. –
 - a. The President shall prepare and preside over the meetings of the Executive Committee, the Board of Directors and the General Assembly of the Society. He may participate ex officio, with all the rights of other members of the Committee, in the work of all committees appointed by the Board of Directors or the Society, except a Committee of arbitration. He shall watch over the general good operation of the Society and the execution of decisions taken.
 - b. If the President is absent, his powers shall devolve upon of the Vice-Presidents. In case of death or resignation, the Vice-President who received the largest number of votes shall succeed to his functions until the next meeting of the Board of Directors.
3. –
 - a. The General Assembly shall, at least twice annually, regularly present a written report to the Board of Directors on his activities and those of the Society in general.
 - b. The General Secretary shall organize and direct the Secretariat, prepare work of the Board of Directors, and the Executive Committee, and shall be, unless other directives are given, charged with the execution of the decisions of these organs, in liaison with the President or by his authority.
 - c. He shall act as General Secretary of the General Assembly.
 - d. He shall keep minutes of the deliberation and decisions of the Board of Directors, the Executive Committee and the General Assembly, and shall be responsible for the publications of the administrative Bulletin of the Society.
 - e. He shall keep and be responsible for the archives of the Society.
 - f. If he is absent or incapacitated, his functions, in conformity with his instructions, shall be exercised by one of the Assistant General Secretaries. The latter may be charged with certain specific tasks, taking account especially of language problems or geographic requirements.

4. –
 - a. The treasurer shall prepare the annual budget and keep the accounts of the Society. He shall make no expenditures without the authorization of the President of the General Secretary. He shall present an annual report of his work of the Board of Directors.
 - b. The accounts of the Society shall be audited annually by an auditing committee of three appointed by the Board of Directors. The auditing committee shall present a written report of the Board of Directors.
5. –
 - a. The Executive Committee shall meet at the call of the President or on the written request of three of its members. Five members shall constitute the quorum necessary for valid discussions and decisions. All decisions shall be taken by a majority of present members.
 - b. When the Executive Committee is not in session, questions may be submitted to a mail vote by its members. Those who do not reply within the date shall be considered as having voted affirmately. Decisions shall be taken by simple majority of members.

Article 6

The Scientific Committee

1. –
 - a. The members of the Scientific Committee shall be elected by secret ballot by the Board of Directors, consideration being given to their scientific qualifications and credentials; candidates shall be presented by the President and the General Secretary.
 - b. The Committee shall have a broad international and interdisciplinary character. The Board of Directors shall take care that different branches of criminology and the different regions of the world are equitably represented on the Committee.
 - c. At least two-thirds of the members of the Scientific Committee shall be chosen outside the Board of Directors.
 - d. The members of the Scientific Committee shall be elected for five (5) years periods and shall be re-eligible.
 - e. The Committee shall elect its own chairman, for the same period and with the possibility of re-election.
 - f. The General Secretary shall be Secretary of the Committee.
2. The Scientific Committee shall especially have as its tasks:
 - a. To prepare and maintain the programme and plan of work of the Society;
 - b. To prepare the programme of the scientific congresses and present suggestions for the appointment of general reporters;

- c. To select qualified persons, among its own members or among the members of the Society, for carrying out scientific work, enquiries, reports or consultations requested of the Society and especially by the General Secretariat, the Social Defense Section of the United Nations Organization or any other organization, institution or association;
 - d. To study the problem of the publication of an international Review of Criminology and of a Dictionary of Criminology, and decide on their programme.
 - e. To study the problem of the creation of an International Institute of Criminology, as decides by the Second International Congress of Criminology, as well as the problem of international instruction, criminological courses and lectures in institutes found in different countries, and to watch over their coordination and the preparation of a total plan.
3. –
- a. The proposals and advice of the Scientific Committee shall be submitted to the Board of Directors, which makes all effective decisions, generally speaking.
 - b. The Scientific Committee shall present an annual report on its work to the Board of Directors.

Article 7

General Assemblies and Congresses

1. The agenda of the business meetings of the General Assembly shall be prepared by the Executive Committee, which may call on all necessary assistance. Date and place shall be determined by the Board of Directors, which shall call the meeting.
2. –
 - a. The date, the place, the programme and the Regulations of each congress shall be fixed by the Board of Directors after a report by the Executive Committee, which shall generally direct the organization of the congress in cooperation with the local Committee on organization.
 - b. The Board of Directors shall designate the general rapporteurs of the congress and shall give general directives to the local committee on organization, which shall be responsible for the carrying out of these directives and for the detailed regulation of their execution.
 - c. The officers of the Congress shall be nominated by the local Committee In consultation with the Board of Director and shall be elected by the congress.
 - d. The official languages of the congress shall be English, French and Spanish and the official language of the country in which the congress is being held, when the latter is not one of the former.
 - e. The Publication of the Proceedings of the Congress shall be assured by the local committee of organization, under the control and in agreement with the present President and General Secretary of the Society.

Article 8

Bulletin

1. The Society shall regularly publish, if possible semi-annually and at least once a year, an administrative bulletin for the information of its members, in the three official languages of the Society.
2. The Bulletin shall contain, briefly, essential information on questions of the organization and administration, programme, activity and principal actions of interest to the Society. It shall especially, give information on the designation and memberships of the scientific and directive organs of the Society; the conclusions of the reports of the Executive Committee, the General Secretary and the Treasurer; the agenda adopted for General Assemblies and the Congresses; and, all other matters deemed suitable by the President and the General Secretary.

Article 9

Affiliated organizations

1. With the approval of the Board of Directors, national or regional associations interested in criminology may acquire affiliation with the Society, on demand accompanied with credentials
2. Each affiliated organization shall have the right to delegate one of its active members to participate in the meetings of the Board of Directors in a consultative capacity.

Article 10

Amendments

1. –
 - a. These by-laws may be amended after an uniform proposal by at least ten (10° active members of the Society. Any member may present suggestions, with a view to amendment, to the Board of Directors.
 - b. To be valid, a proposed amendment shall be adopted by the majority of present and voting members at a business meeting of the General Assembly. However, no action shall be taken unless the amendment has been introduced and read at a prior meeting or previously published in the administrative bulletin of the Society.
2. The Board of Directors, with approval of two-thirds of its members, may also submit proposed amendments to a mail vote by members of the Society having the right to vote. Such amendments shall be considered adopted by affirmative vote of simple majority of members voting.

3. Special rules, complementing those by-laws, may be adopted by the board of Directors, especially with respect to the future work of the Scientific Committee or the International Institute of Criminology.
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