



Cultural Literacy in Europe

CONSTITUTION

This document should be read in conjunction with the Standing Orders [as updated 21 June 2017].

1. Name

The Organisation shall be known as Cultural Literacy in Europe (CLE).

2. Aims

The main aims of CLE are:

- i. to promote research, teaching and learning and practice in literary & cultural studies [LCS] both in Europe and globally;
- ii. to promote cooperation, coordination and the sharing of expertise and good practice between researchers and practitioners, institutions, associations and related bodies concerned with cultural literacy;
- iii. to support and promote the health and sustainability of LCS and related studies in international higher education and cultural institutions through the provision of opportunities for the dissemination and exchange of good practice in academic leadership and management of cultural literacy;
- iv. to represent cultural literacy, to coordinate the formulation of policies and to pursue their adoption by appropriate national and international agencies.

3. Organisation

- i. CLE shall consist of a General Council of Members [the General Council], a Core Group [CG], a subset of which will act as its Steering Group [SG], and an Advisory Board.
- ii. CLE may conduct such lawful activities as are necessary to further its aims, including the collection of information, the production of publications, the issuing of advice and briefing materials, the organisation of meetings, workshops and conferences, and the raising and disbursement of funds to support its activities. It is an unincorporated Learned Society.
- iii. Membership shall be determined by application to the Membership Secretary, following guidelines approved by the General Council at the AGM. Those eligible for membership shall be individuals engaged in research, teaching or practice in LCS and related fields of knowledge (such as memory studies, migration studies, digital humanities, etc.) and cultural sectors (such as education, art, heritage, etc.).

4. The General Council

- i. The General Council comprises all CLE members and will be consulted on CLE matters at General Meetings.
- ii. The Core Group shall organise at least one plenary meeting for the General Council each academic year, the Annual General Meeting (AGM). The annual programme will include at least one international event

which may be scheduled to directly precede or follow this plenary meeting.

- iii. The General Council shall have authority to elect members of the Core Group, which will be concerned with determining CLE's policy and the conduct of its affairs. In addition, it shall approve matters relating to the Constitution and Standing Orders as presented at the AGM. The General Council may delegate any other matters to the Core Group and its Officers.

5. The Core Group and Steering Group

- i. Following its initial establishment in 2015, the Core Group is elected on a rolling basis by the General Council to act as CLE's executive body. The Steering Group shall be appointed by the Core Group.
- ii. The Core Group of twelve members shall be composed of a Steering Group and Ordinary Members. The Steering Group of six members will comprise the Chair, the Hon. Secretary and Hon. Treasurer, the Membership Secretary, the Organiser of the upcoming Conference and one member of the Core Group. The Ordinary Members consist of an Early Career Representative, a Web Manager and up to four other members, including active SIG leaders. SIG leaders may share this role with another role in the Steering Group.
- iii. The Steering Group shall be responsible to the Core Group for advising on CLE's affairs and shall carry out the instructions of the Core Group. The Core Group shall exercise delegated authority on the General Council's behalf and shall report the General Council at the AGM.

6. Subscriptions

The subscription fees shall be set at a rate determined by the Core Group from time to time and shall fall due annually on 1 June. The membership year runs from 1 June to 31 May regardless of when members join in the year.

7. Standing Orders

- i. At each AGM, the General Council shall confirm Standing Orders, with such amendments as it considers appropriate. The Standing Orders shall determine the mode of election and term of office of members of the Core Group, the frequency of meetings, the terms of reference of working parties or other groups established by the CLE, and such other matters as the General Council may determine from time to time.
- ii. Proposals to amend the Standing Orders shall be notified to the membership not less than one month before an AGM. Proposals may be presented by the Core Group or the Steering Group at their own initiative, or by a motion lodged by any member with the Hon. Secretary at least two months prior to the date of the AGM, duly proposed and seconded by the members of the General Council.

8. Amendments to the Constitution

- i. Proposals to amend the Constitution shall be notified to the Core Group not less than one month before an AGM. Proposals may be presented by the Core Group or Steering Group at their own initiative, or by a motion lodged by any member with the Hon. Secretary at least two months prior to the date of the AGM and supported by at least twenty named General Council delegates.
- ii. A motion to amend the Constitution shall be approved if supported by two thirds of the votes at the AGM.

9. Dissolution of CLE

- i. Any proposal to dissolve CLE or to amalgamate with any organisation shall be notified to General Council members not less than one month before an AGM. Proposals may be presented by the Steering Group or Core Group at their own initiative, or by a motion lodged with the Hon. Secretary by any member at least two months prior to the date of the AGM and supported by at least twenty named General Council members.
- ii. In the event of the General Council deciding to dissolve CLE, it shall elect a Residual Core Group of no fewer than five members to oversee the conclusion of outstanding business and to determine the disposal of assets.

10. Implementation

Further to approval at the 2017 AGM, this constitution comes into effect on 1 June 2017.

Appendix: Links

- ESF-COST Science Policy Briefing 48:
http://archives.esf.org/fileadmin/Public_documents/Publications/spb48_Cultural_Literacy.pdf
- The 'London Statement': <http://cleurope.eu/events/cle-london-2015/london-statement/>