



CONSTITUTION FOR THE CENTRE OF CONTEMPORARY CENTRAL ASIA AND THE CAUCASUS, SOAS

PURPOSE OF THE CENTRE

1. The Centre of Contemporary Central Asia and the Caucasus (hereafter 'the Centre') was founded in 2001 and is one of several officially constituted regional centres of SOAS, University of London.
2. Its principal purposes are to:
 - a) promote research and teaching in the study of Contemporary Central Asia and the Caucasus, both contemporary and historical, across a range of disciplines at SOAS
 - b) bring together and publicise the range of work on Contemporary Central Asia and the Caucasus underway at SOAS, to build synergies between staff working on Central Asia and the Caucasus and to encourage and facilitate fund raising for such initiatives
 - c) foster and facilitate links, and individual and collaborative research, between SOAS and other individuals and institutions in the UK and abroad who are engaged in academic study of Contemporary Central Asia and the Caucasus across various disciplines
 - d) develop outreach programmes to disseminate knowledge of Contemporary Central Asia and the Caucasus to a wider public through a variety of events including seminars and national and international lectures, workshops, conferences, exhibitions, film and performance arts.
 - e) promote understanding of Contemporary Central Asia and the Caucasus in all its aspects to involve Central Asian and Caucasian communities and diasporic groups and to organise joint events, as and when appropriate.
 - f) provide regional advice and expertise with respect to the academic study of Contemporary Central Asia and the Caucasus.
 - g) raise funds, and assisting Centre members in raising funds, for the above purposes.

MEMBERSHIP OF THE CENTRE

3.
 - i. Membership of the Centre is open to all academic staff at SOAS with a special interest in the study of Contemporary Central Asia and the Caucasus. Members are eligible to vote at the Centre meetings and will take part in nomination and election of a Chair of Centre.
 - ii. The Centre may have Research Associates (including Professorial Research Associates) and Visiting Fellows attached to it, subject to confirmation by the School. Research Associates and Visiting Fellows are automatically deemed to be Associate Members of the Centre.
 - iii. Ordinary Membership is open to students at SOAS with an academic interest in the study of Contemporary Central Asia and the Caucasus. Individuals outside the School who share an academic interest in the study of Contemporary Central Asia and the Caucasus and wish to participate in the Centre's activities, too, may be invited to join the Centre as Ordinary Members.
 - iv. Ordinary membership does not confer any voting rights, nor allow the Associate Members to be consulted about the selection of a new Centre Chair.
 - v. An up-to-date list of the current Members and Associate Members will be listed on the Centre's web pages and maintained by the School's Centres & Programmes Office.

ADMINISTRATIVE AND MANAGEMENT ARRANGEMENTS

4. The Centre is located at, and is administered by Centres & Programmes Office, and is subject to the regulations and procedures pertaining to the Centre and SOAS.
 - i. The Centre is headed by a Chair, who must be a member of the SOAS academic staff.
 - ii. The Centre Chair will consult with centre members over nominations for chair. The Centres & Programmes Manager will manage the election process through the members.
 - iii. The Centre Chair will provide academic leadership of the Centre and is responsible to the Pro-Director (Research & Enterprise), SOAS. The School has the power to close or suspend the Centre's activities should this be deemed necessary.
 - iv. The Chair is advised by an Advisory Committee. Advisory Committee should normally meet once a year and it should consist of:
 - (a) Three members of the Centre; and

- (b) One external member.
- v. The Chair will normally serve a term of three years from appointment. This term may be extended one more time after consultation with Centre members.
- vi. The Centres & Programmes Office Manager is responsible to the School for the financial and administrative business of the Centre, for organising its events and research projects and for its publications and outreach activities. The Centres & Programmes Manager will maintain, manage and report clearly the Centre's financial records and budget as part of its budgetary process.
- vii. The Chair is required to submit an annual report on the work of the Centre.

CENTRE MEETINGS

5.

- i. An annual general meeting, open to all Centre members and notified publicly at least three weeks in advance of the meeting, must be held once per academic year during term time. It should review the work of the Centre over the previous year and consider future plans for the Centre. It is the responsibility of the Chair to ensure that formal minutes of this meeting are kept and made available for inspection on request to members of the Centre.
- ii. Subject to notice to members no less than ten working days in advance, the Chair can convene other general meetings to discuss, and report on, any issues relating to the organisation, purposes and strategies of the Centre.

AMENDMENT OF THE CONSTITUTION

- 6. The constitution of the Centre is subject to approval and periodic review by the Centre members and Academic Board. Amendments to the constitution can be proposed by the Centre Chair and a majority of members present at a duly notified annual general meeting or at an extraordinary general meeting called for the purpose by more than half of the Centre members, but they remain subject to ratification by Academic Board.

Approved at Academic Board 14 March 2012