



## **CONSTITUTION OF THE CENTRE FOR PALESTINE STUDIES, LONDON MIDDLE EAST INSTITUTE (LMEI)**

### **PURPOSE OF THE CENTRE**

1. The Centre for Palestine Studies, (hereafter 'the Centre') is an officially constituted centre at the London Middle East Institute (LMEI) at SOAS.
2. Its principal purposes are to:
  - a) promote research and teaching in the study of Palestine and Palestinians and the Israel-Palestine conflict, both contemporary and historical, across a range of disciplines at SOAS
  - b) bring together and publicise the range of work on Palestine underway at SOAS, to build synergies between staff working on Palestine and the SOAS Palestine Society, and to encourage and facilitate fundraising for such initiatives
  - c) work towards developing an interdisciplinary MA programme in Palestine Studies across the school
  - d) foster and facilitate links between SOAS and other individuals and institutions in the UK and abroad who are engaged in the academic study of Palestine across various disciplines
  - e) develop outreach programmes to disseminate knowledge of Palestine to a wider public through a variety of events including workshops, conferences, exhibitions, film and performance arts
  - f) promote understanding of Palestine in all its aspects to involve Palestinian communities and diasporic groups and to organise joint events, as and when appropriate.

3. The Centre seeks to promote Palestine studies by:
- a) promoting the teaching of courses related to Palestine at SOAS
  - b) facilitating and coordinating the supervision of dissertations and theses in Palestine studies
  - c) promoting and facilitating PhD research related to Palestine studies at SOAS
  - d) organising public lectures and a seminar series on Palestine
  - e) organising and hosting national and international workshops and conferences on Palestine
  - f) fostering and facilitating individual and collaborative research on Palestine and issues related to Palestine among SOAS staff and students
  - g) developing worldwide contacts with organisations and institutions concerned with the study of Palestine
  - h) raising funds, and assisting Centre members in raising funds, for the above purposes.

#### **ADMINISTRATIVE AND MANAGEMENT ARRANGEMENTS**

4. The Centre is located at, and is administered and managed by, the London Middle East Institute at SOAS and is subject to the regulations and procedures pertaining to the LMEI and SOAS.

4.1 The aim of the LMEI, through education and research, is to promote knowledge of all aspects of the Middle East including its complexities, problems, achievements and assets, both among the general public and those who have a specialist interest in the region.

4.2 The LMEI aims to develop specialist sub-Centres to focus interest in specific areas within the Middle East.

4.3 LMEI will provide administrative support to the Centre both on a day-to-day basis as well as strategically as part of its mission to promote understanding of the Middle East.

#### **MEMBERSHIP OF THE CENTRE**

5. Membership of the Centre is open to all academic staff at SOAS with a special interest in Palestine Studies. Members are eligible to vote at the Centre meetings and will take part in nomination and election of a Chair of Centre. Associate Membership is open to students at SOAS with an academic interest in Palestine Studies. Individuals outside the School who share an academic interest in Palestine

Studies and wish to participate in the Centre's activities, too, may be invited to join the Centre as Associate Members. Such membership does not confer any voting rights, nor allow the Associate Members to be consulted about the selection of a new Centre Chair. An up-to-date list of the current Members and Associate Members will be maintained by the LMEI and will be deposited with the School's Centres and Conference Office.

## **MANAGEMENT OF THE CENTRE**

6. The Centre is headed by a Chair, who must be a member of the SOAS academic staff.
7. The Director of the LMEI will consult with centre members over nominations for Chair and will manage the election process through them.
8. The Centre Chair will provide academic leadership of the Centre and is responsible to the Director of the LMEI and through him/her to the LMEI Board of Trustees for its activities and conduct. SOAS, through the LMEI Board of Trustees, has the power to close or suspend the Centre's activities should this be deemed necessary.
9. The Chair is advised by an **Advisory Committee**, which should normally meet once a term and its membership should consist of:
  - (a) A representative of LMEI and two other members of the Centre; and
  - (b) One external member.
10. 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.
11. The Chair is responsible to the LMEI Director for the administrative and management business of the Centre and for organising and overseeing its activities including its budget. The LMEI will maintain, manage and report clearly the Centre's financial records and budget as part of its overall budgetary process.
12. The Chair is expected to provide an annual report on the work of the Centre to the LMEI Director for consideration by the LMEI Board of Trustees.

## **CENTRE MEETINGS**

14. An annual general meeting, open to all Centre members and notified publicly at least three weeks in advance of the meeting, must be held each 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.

15. 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**

16. The constitution of the Centre is subject to approval and periodic review. Amendments to the constitution can be proposed by 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 the LMEI and Academic Board.

**24 October 2011**