



BY-LAWS TO THE STATUTES AND RULES OF PROCEDURES

Version Containing Amendments Made in May 2019

1. Legal Status (Article 1 of the Statutes)

1.1 The following definitions shall apply:

1.1.1 A society is a duly constituted association for the pursuit of comparative education which may draw its members from a region (geographical or linguistic), from an area within a single country, from a single country, from several countries, from a continent, from several continents, or from oceans.

1.1.2 A group may be a specialized section devoted to comparative education within an existing national society of professional educationists or an association with several societies of comparative education as its members.

1.1.3 A society or group may draw its membership cross-nationally.

1.2 The WCCES is a legal entity under Swiss law.

2. Membership (Article 3 of the Statutes)

2.1 Admission to membership shall be reserved to associations or groups as defined in the Statutes whose constitutions and objectives are consistent with those of the WCCES.

2.2 Decision on admission to membership shall be made by the Executive Committee by a simple majority in the light of information supplied to it by the applicant association or group. This shall include:

- a. a copy of the association's or group's constitution;
- b. a list of members or other evidence of size of membership;
- c. evidence of aims and range of activities.

2.3 Any society or group of comparative educators should be encouraged to join the WCCES so long as it satisfies the following:

- a. A society or group is duly constituted to pursue comparative education.
- b. It should agree to the objectives of the WCCES as described in the Statutes; these should include adherence to the ideals of the United Nations and of UNESCO.
- c. It should express its willingness to fulfill the obligations of a member society as specified in the Statutes, including its nomination of a representative and its payment of the membership dues to the WCCES.
- d. Its admissions to the WCCES should not infringe the interests of any existing members.
- e. Its current office bearers should not have a case pending with the Professional Ethics Standing Committee of the WCCES.
- f. A society applying for readmission (its membership having been withdrawn or terminated previously) will need to clear all the pending dues of the WCCES before its application may be considered with due diligence through points a to e above.

2.4 The admission of a society or group should be decided by due process specified in the Statutes and By-Laws.



2.5 An obligation of membership is to pay dues annually.

- a. The dues structure shall be as follows: Societies with over 600 members shall pay annual dues of US\$1000, societies with 301-600 members shall pay US\$800, societies with 101-300 members shall pay US\$500, societies with 51-100 members shall pay US\$300 and societies with 50 or fewer members shall pay US\$100.
- b. Each society is obligated to submit annually a complete current membership list for purposes of distributing information, determining dues, ensuring privileges to which constituent societies and their members are entitled, and sending invitation for attendance in the WCCES Assembly.
- c. In addition to dues, constituent societies may, and are encouraged to, arrange for endowments and special legacies to the WCCES treasury from individuals.
- d. Societies having difficulty paying monetary dues may negotiate in-kind payments with the Secretary. A society wishing to make an in-kind payment must submit a formal proposal specifying the nature and amount of and period to be covered by such payment. Negotiated arrangements for making in-kind payments must be approved by the Executive Committee.

2.6 Any constituent Society with dues in arrears for three consecutive years will have its World Council membership suspended until arrears have been paid. Societies whose membership has been suspended may attend but not vote in Executive Committee meetings. Societies suspended for three years shall have their membership revoked. The Secretary shall give proper advance warning and notification of membership suspension or revocation of membership.

2.7 Individuals who are members of constituent societies, including those whose membership in the World Council has been suspended, shall enjoy certain privileges, including discounted fees at World Congresses. Individuals in societies whose constituent membership has been revoked shall not be entitled to such privileges.

3. Membership of the Executive Committee (Article 4.1 of the Statutes)

3.1 Each constituent society shall designate a voting representative to serve on the Executive Committee. Such a representative must not have any case pending before the Professional Ethics Standing Committee of the WCCES.

3.2 Non-voting members shall have the right to participate in Executive Committee discussions. The following are categories of non-voting members:

3.2.1 Members of the Bureau (see below) who are not voting members of the Executive Committee.

3.2.2 Observers from non-member societies who express an interest in seeking membership. Appointment of observers shall be made by the President (see 4.1) with the approval of the Executive Committee.

3.2.3 Representatives of distinction of international organizations who might be willing to participate in the Council's work with due approval of the President.

3.2.4 Up to eight members may be co-opted for consultation with the approval of the Executive Committee. Proposals for co-optation shall be made on the basis of professional standing and sustained service. The term of co-optation shall be three years and may be renewed. The Executive Committee shall approve co-optation at least once every three years.

3.3 Representatives nominated by constituent societies will normally be expected to serve for a continuous period of at least three years in order to preserve some continuity of membership on the Executive Committee. They may



be represented in their absence from a meeting of the Executive Committee by alternates duly notified in writing by the constituent society to the Secretary. Such a substitute must not have any case pending before the Professional Ethics Standing Committee of the WCCES.

3.4 The Executive Committee as constituted shall try to meet at least once a year.

4. Appointment and Responsibilities of Officers (Article 4.1.4 and 4.1.5 of the Statutes)

4.1 The Executive Committee shall elect a President who shall normally serve for three years. The President shall:

- a. represent the World Council in keeping with its purposes,
- b. serve as chair of the Executive Committee and of the Bureau (see Section 5 below),
- c. appoint chairs/ co-chairs/ members of standing committees and create working groups as needed,
- d. plan the business agenda,
- e. appoint observers to the Executive Committee in keeping with Section 3.2.2,
- f. preside at meetings of the Assembly (Article 4.3 of the Statutes), and
- g. authorize warrants of the treasury for disbursements other than those fixed amounts authorized by vote of the Executive Committee.
- h. exercise legal right of signature along with the Treasurer on behalf of the Council for all financial transactions including the operation of its bank accounts, financial investments, insurance policies, and legal contracts (Article 4.1.10 of the Statutes)
- i. exercise legal right of signature along with the Secretary on behalf of the Council for all official correspondence including the meeting minutes (Article 4.1.10 of the Statutes)

4.2 The Executive Committee shall elect during its meeting at a world congress a Vice President who shall serve for a term of about six years spanning two consecutive world congresses. Therefore, there will be two Vice Presidents at any given point in time – the one elected earlier will be anointed as Senior Vice President while the other one as Vice President. The Senior Vice President shall perform the duties of the President in the absence or incapacity of the President. The Vice President shall plan or delegate the planning of the professional program and/or local arrangements for the upcoming Congress.

4.3 Upon due nomination by the President, the Executive Committee shall appoint a Secretary whose responsibilities shall be those set out in Section 6 and may approve the appointment of one or more Assistant Secretaries. The Secretary's and Assistant Secretary's term of office shall be determined by the Executive Committee per the recommendation of the President.

4.4 The Executive Committee shall elect a Treasurer who shall:

- a. receive and deposit in the World Council bank accounts membership fees, grants, endowments, special legacies, and all other monies of the Council;
- b. make disbursements consistent with warrants authorized by the President or by the Executive Committee;
- c. draft the annual budget and submit it to the Executive Committee for approval;
- d. report annually on the Council's finances;
- e. open the Council's books to audit on demand of the Executive Committee;
- f. shall advise members of the Council and of its organs of government on Constitutional matters;
- g. draft clauses related to financial aspects in the contractual agreement with congress organizers;
- h. review the progress of congress organization from a financial perspective during pre-congress site visits;
- i. exercise legal right of signature along with the President on behalf of the Council for all financial



transactions including operation of its bank accounts, financial investments, insurance policies and legal contracts (Article 4.1.10 of the Statutes)

- j. serve as ex-officio on the Finance Standing Committee.
- k. and perform other duties consistent with the office

The Treasurer's term of office shall be determined by the Executive Committee per the recommendation of the President.

4.5 The Executive Committee shall elect a Bureau Member-at-Large (Article 4.2.2 of the Statutes) who will be a voting member of the Bureau (see Section 5 below). The term of office of the Bureau Member-at-Large shall be determined by the Executive Committee per the recommendation of the President.

4.6. All the nominations received for election/appointment of roles in the Bureau/Executive Committee/Council must clear any cases pending with the Professional Ethics Standing Committee before being considered.

5. The Bureau (Article 4.2 of the Statutes)

5.1 The functions of the Bureau shall be to carry out various administrative activities on behalf of the Executive Committee. The Bureau shall conduct its meetings electronically at least once in every two months (or at regular time intervals as deemed suitable by the President as its Chair). The rules for operation of the Bureau are detailed out in Annexure-1.

5.2 If for material reasons the Executive Committee is unable to hold its annual meeting, the Bureau may be empowered to act on its behalf. The responsibility for the Council's Annual Report to its constituent societies will then devolve upon it.

5.3 All important business transacted by the Bureau shall be reported in its meeting minutes to the Executive Committee for approval.

6. The Secretariat (Article 4.4 of the Statutes)

6.1 The Secretary with such assistance as agreed, shall be responsible for maintaining the records of the Council, including its annual financial statements. He/she shall call meetings of the Council's organs as required by the President and record and circulate their minutes. His/her tasks will be as defined in the Statutes and will be carried out within the terms of the Statutes and By-Laws.

6.2 The Secretary shall inform societies found to be two years in arrears on dues of their susceptibility to suspension and consequent preclusion of their participation in World Council affairs. The Secretary shall notify societies warranting suspension of that condition, and upon authorization by the President shall effect revocation of membership, with due notification, of societies failing to pay dues in arrears after three years in suspension.

6.3 The Secretary shall be responsible, with due approval of the President, for notifying all meetings and ensuring the preparation of appropriate papers.

6.4 The Secretary is empowered by the President to disseminate publications or notifications on behalf of the WCCES (Article 4.1.10 of the Statutes).



7. Activities (Article 5 of the Statutes)

7.1 The Executive Committee shall create a set of Standing Committees responsible for such matters as:

- a. congress;
- b. finance and fund-raising;
- c. special projects;
- d. admissions and new societies;
- e. research;
- f. UNESCO liaison;
- g. constitutional;
- h. ethics;
- i. and publications.

Each Standing Committee shall have a membership which reflects global diversity. The Chairperson of each Standing Committee shall normally hold office for three years, following the expiry of which the Chairperson shall normally become Past-Chairperson in order to assist the incoming Chairperson and provide continuity in the business of the Standing Committee. Members of Standing Committees shall also normally be appointed for three years. Chairpersons shall be eligible for appointment for two terms. Specific charge of various Standing Committees is given in Annexure-2.

7.2 In carrying out its actions designed, in accordance with Article 5 of the Statutes, to organize the periodic World Congress of Comparative Education Societies, the Executive Committee shall take account of the following criteria:

- 7.2.1 There should be a commitment by the host Society to unrestricted participation of all researchers, scholars and graduate students wishing to attend.
- 7.2.2 The Council should be advised by the host Society of any restriction which may apply to persons coming to the Congress from within the host country or from other countries. It is the presumption that all scholars, as defined in Criterion 7.2.1 of Article 7.2, shall be free to attend and participate without restriction.
- 7.2.3 The Council requires compliance with internationally agreed principles, such as those of UNESCO and of the United Nations, in every respect of the conduct of the proposed Congress to which these might apply. In particular, internationally recognized standards of academic freedom, free exchange of ideas and human rights should be observed.
- 7.2.4 The Council should be assured on agreed financial conditions satisfactory to the organization and implementation of the proposed Congress.
- 7.2.5 The principles of the Congress program should be approved by the Council and should be appropriately international in theme. It is understood that, subject to this approval, the detailed organization shall be the responsibility of the host Society.

7.3 Delegation by the Council, in accordance with Article 5.1 of the Statutes, of its responsibility to organize the Council's Congresses shall be subject to prior formal agreement between the proposed Congress organizers and the World Council to appropriate conditions which shall include the following:

- 7.3.1 The amount of resources that the Council may provide to the host Society.



- 7.3.2 That a Congress registration fee shall be charged participants. Individuals who are approved members of constituent societies, including societies whose membership is designated as being in suspension (but not those whose constituency status has been revoked), shall be charged a fee at least 20 percent less than the fee considered “standard”. A specially discounted fee may be charged companions of participants; companions, however, shall not be entitled full privileges of participation.
- 7.3.3 That charges to be levied and the amounts which will accrue to the Council in the form of a proposed budget should include a sum to be negotiated as a per-capita contribution to the World Council.
- 7.3.4 The responsibilities of the Congress to support the Council Officers’ registration, travel, lodgings and Congress expenses.
- 7.3.5 Other specific matters as required and specified in the context of the conditions existing at the time of the Congress.
- 7.4 In framing agreements between itself and proposed Congress organizers, the Council shall be mindful that Congress revenues are the chief means of financing the World Council's activities, of which the preparation, conduct and follow-up of its World Congresses remain the most important ones. It should therefore expect the following stipulations to be agreed:
- 7.4.1 The host Society which accepts to organize the Congress understands that it does so on behalf of the Council and not in its stead.
- 7.4.2 The host Society shall be expected in its budgets to allow for the agreed costs of the related administration of the Council.
- 7.4.3 The host Society shall receive from the Secretary lists of approved constituent societies and, within these, lists of their individual members for the purpose of determining appropriate fees for individuals’ participation.
- 7.4.4 It is expected that the dispositions of any surplus from a Congress (after all proper costs have been deducted) should be negotiated with the World Council.
- 7.4.5 Questions concerning publications related to the Congress shall be decided by agreement between the World Council and the host Society.
- 7.5 The publications *Global Comparative Education: Journal of the WCCES* and *World Voices Nexus: The WCCES Chronicle* are published in the six official languages of the United Nations viz. Arabic, Chinese, English, French, Russian and Spanish to disseminate cutting-edge research and latest developments in the field.
- 7.7 In partnership with one of its constituent societies (Article 5.2 of the Statutes), the Council offers online non-formal courses in line with its broad goals (Article 2.1 of the Statutes).

8. Amendment and Dissolution (Article 7 of the Statutes)

- 8.1 In the event of a recommendation being duly passed by the Executive Committee for amendment of the Statutes or dissolution of the Council, this shall be placed before a General Assembly for ratification, member societies and groups having been given at least four weeks prior notice of the proposed recommendations(s).
- 8.2 Translations of the Statutes and By-Laws of the WCCES may be made. In case of doubt in interpretation, the meaning of the English version will prevail.