

# JAPAN STUDIES ASSOCIATION OF CANADA

## CONSTITUTION

### ARTICLE I. Name and Location

Section 1. Name. The name of this organization is the Japan Studies Association of Canada (JSAC).

Section 2. Offices. The offices of the Association shall be located in ~~a Ottawa, and/or such other~~ localities as may be determined by the Annual Business Meeting on the basis of a majority vote by members of the Association present and voting at the Meeting. A vote is only required when the location is changed.

### ARTICLE II. Purpose

The purpose of the Association is to promote Japan Studies in Canada and to contribute towards increase in knowledge about Japan and Canada-Japan relations by:

1. Encouraging Canadian scholars and other interested person to conduct research on Japan in all academic fields;
2. Sponsoring conferences and publishing proceedings of the conference and other papers;
3. Encouraging Japanese scholars and any person interested in Japan Studies to share their knowledge with the members of the Association.

The Association shall not lobby on political or economic issues or take positions on public issues in Canada or Japan. The Association shall not endorse, nor shall be held responsible for the views expressed by members or other participants at the Annual Conference.

### ARTICLE III. Membership

Section 1. Membership. Membership is open to any person interested in Japan Studies, without regard to age, sex, race, religion, citizenship or profession. A person becomes a member when a duly completed application form, accompanied by an annual membership fee, is received by the Secretary-Treasurer.

Section 2. Membership Fee. The amount of the annual fee, for a period of twelve months from January 1 to December 31, shall be fixed by the Executive Committee, subject to the approval of the membership at the following Annual Business Meeting. A regular membership fee of \$60 was set for the current year with a student membership at \$20.00.

Section 3. Members' Privileges. A member in good standing is eligible to vote at the Annual Business Meeting, and to take an active part in Annual Conferences, such as presenting papers, chairing sessions, and acting as discussant.

### ARTICLE IV. Officers

Section 1. Officers. The officers of the Association shall be a President, a Secretary-Treasurer, and a Chairperson of the Annual Conference. All the officers of the Association must be members of the Association in good standing.

Section 2. President. The President shall be elected by the members of the Association for a term of three years. The President shall chair the Annual Business Meeting, and shall have powers and authorities usually vested in the President of a learned society, and perform such other duties as are necessarily incident to the office of President.

Section 3. Secretary-Treasurer. The Secretary-Treasurer shall be elected by the members of the Association for a term of four years. The Secretary-Treasurer shall keep the records and financial accounts of the Association, oversee the collection of membership fees, maintain a current membership list, and insure that minutes are taken during the Annual Business Meeting and that these be made available to the Association. The Secretary-Treasurer shall report on the financial condition of the Association to the Annual Business Meeting.

Section 4. Chairperson of the Annual Conference. The Chairperson of the next annual conference shall be elected at the Annual Business Meeting. The Chairperson shall be responsible for the organization of a conference. In consultation with other officers of the Association, the Chairperson shall solicit funds needed for the Conference from public and private sectors in Canada and Japan, and shall make financial reports to the granting agencies as well as to the Association.

#### ARTICLE V. Executive Committee

The Executive Committee of the Association shall consist of the President, the Secretary-Treasurer, the Past President, the organizers of the next Annual Conference and the past Annual Conference, and two ~~to five~~ additional members at large. The members at large are to be selected by the President and the Executive Committee, with the view to ensuring as balanced representation as possible with respect to discipline, geographic region, and gender. ~~The Past President shall have an option of serving for one to three year term on the Executive committee.~~

#### ARTICLE VI. Amendment

Any change in the Constitution and By-Laws of the Association must be proposed in writing by at least three members in good standing to the Secretary-Treasurer, who shall present the proposal to the membership for electronic voting or for voting in person at the next Annual Business Meeting. The proposal shall be adopted, if two-thirds of the returned votes are in favour.

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Proposal for additional provisions voted in October 1994:

That the accounts of the Association be audited periodically by an outside auditor.

~~(A review was carried out in September, 1994 by a Certified Chartered Accountant.)~~

Amended on: October 3, 1998  
October 18, 2003  
October 14, 2006  
August 20, 2011