

Statutes of the International Society for Ceramic Art Education and Exchange

Enacted 1st January 2006

Chapter 1 General Regulations

Article 1 (Name)

The society will be called International Society for Ceramic Art Education and Exchange (ISCAEE), (hereinafter "ISCAEE").

Article 2 (Goals and objectives of ISCAEE)

1. The goal of this ISCAEE is to exchange knowledge of ceramic Art and techniques through education and cultural activities.
2. The goal of ISCAEE is to create worldwide ceramic education through art, technique, and Ceramic culture.
3. The objective of ISCAEE is to develop, enhance and promote ceramics art and techniques though education and cultural exchange.
4. The objective is to improve quality, techniques of ceramic around world

Article 3 (Chapter)

1. Each country may establish a chapter of the ISCAEE.
2. Where no chapter exists the ISCAEE of the board of trustee / Member can establish additional chapter but must have the approval after due deliberation by its board of trustees.
3. A chapter can establish its own chapter organization and administer itself independently in conformation with the ISCAEE statutes and in conformity with the laws under which the chapter office resides.
4. Each chapter shall prepare statutes in conformity with the ISCAEE statutes, those statutes must be approved by the ISCAEE board of trustees.
5. National branches may work with and represent other member institutions and ceramic communities but must have the approval after due deliberation by board of

trustees.

Article 4 (Offices)

The ISCAEE head office will be based at the Tokyo National University of Fine Arts and Music, School of Fine Arts, Department of Crafts –Ceramics, Taito-ku, Ueno Koen 12-8, Tokyo 110-8714, Japan.

Article 5 (Activities)

In order to achieve the goal mentioned in Article 2, the ISCAEE will carry out activities as follows:

1. Publication of magazines and catalogs related to the society
2. Symposiums and workshops
3. Exhibitions of its members
4. Any other activity considered necessary to achieve the society's objectives
5. Award of Scholarships to worthy student applicants

Chapter 2 Members

Article 6 (Categories)

The members of the ISCAEE shall be as follows.

Members: Persons who are currently engaged mainly in the teaching of ceramics in universities, secondary and higher educational institutions, elementary schools, as well as those who agree with the ISCAEE's aims. Members may vote on ISCAEE business.

Associate Members: Persons who are part-time teachers in universities, colleges, or secondary education, higher education establishments and young ceramic artists (who graduated within the last 5 years), students of ceramics and those who agree with the society's aims. Associate members may not vote on ISCAEE business.

Honorary Members: Persons or institutions with particularly distinguished service in ceramic art education may be elected by the board of trustees. Honorary members may not vote on ISCAEE business.

Corporate Members: Corporations and organizations that agree with the aims of the ISCAEE and its activities may be elected by the board of trustees. Honorary members

may not vote on ISCAEE business.

Article 7 (Enrollment)

In order to become a member, it is necessary to apply to the prospective member's national branch of the ISCAEE for approval.

Article 8 (Enrollment and Membership Fees)

1. The ISCAEE enrollment and membership fees (annual) for full members, associate members and corporate members will be determined separately and may be reviewed every three (3) years.
2. Honorary members shall not be required to pay membership fees.
3. Once paid, enrollment and membership fees will not be refunded for any reason.
4. Non-members may participate in annual conference by paying a separate fee at the time of the conference.

Article 9 (Resignation)

1. When members resign, they must submit a notice of resignation to the representative of their respective branch of the ISCAEE.
2. Members falling into any of the following categories shall be deemed to have resigned:
 - (1) Non payment of fees, unless there are mitigating circumstances.
 - (2) A member dies or a declaration of his or her disappearance is received at both the head office and the deceased branch office.
 - (3) A member is expelled.

Article 10 (Expulsion)

A member that damages the honor of the ISCAEE, or whose actions go against its goals, may be expelled by resolution of the board of trustees.

Chapter 3 Trustees

Article 11 (Trustees)

The board of trustees of the society shall be as follows:

Chairman: 1

Vice-chairmen: (maximum 6) – one Vice Chair of Publicity, one Vice Chair of Business/Projects, one Vice Chair of Research (techniques/culture), up to three Vice

Chairs of Conference (representatives of prior, current, and upcoming years` conferences)

Representative Trustees: One per country (concurrent with ISCAEE's presidency of each country)

Supporting Trustee: One per country

Auditors : 2

Article 12 (Elections)

1. The trustees of the society will be the representative trustees from each country and their respective supporting trustees.
2. The chairman shall be elected by members of the board of trustees from among their own number.
3. The vice-chairmen shall be appointed by the chairman from among the members of the board of trustees.
4. Auditors shall be elected at general assemblies from among the members of the society.
5. Members may vote on ISCAEE business.

Article 13 (Duties)

1. The chairman shall represent the ISCAEE and supervise the ISCAEE's affairs.
2. The vice-chairmen shall assist the chairman, carry out day-to-day business in accordance with the resolutions of the board of trustees, and handle matters decided upon by general assemblies.
3. The board of trustees shall determine the administration and execution of the affairs related to the Society.
4. Vice chair of business/project shall maintain and collate the accounts and submit the ISCAEE's accounts to the board of trustees for auditing.
5. The auditors shall inspect and audit the Society's business and accounts.

Article 14 (Terms of Office)

1. The terms of office of officers shall be as follows: Chairman five (5) years, Vice-Chairmen three (3) years with a maximum of two (2) consecutive terms in each case. In extraordinary circumstances a vice chair may serve a third consecutive term. However, the normal maximum is two (2) terms. Terms for Representative Trustees will be determined by individual branches. Terms will begin at the conference at which they are elected.

2. The term of office of a trustee, elected either to fill a vacancy or due to an increase of members, will be the remaining term of his predecessor or the same as that of the members currently in office. Trustees shall perform their duties upon the completion of their terms, until successors assume office.

Article 15 (Pay)

Trustees will not receive any financial remuneration for their services.

Article 16 (Honorary Members)

1. The Society may appoint counselors and advisers.
2. Counselors and advisers shall be selected by recommendation of the board of trustees and confirmed in office upon being approved by a general assembly.
3. Counselors and advisers may, if the occasion demands it, assist in the administration of the ISCAEE.

Chapter 4 Accounting

Article 17 (Constitution of the Properties)

The properties of the Society are as follows:

1. Enrollment and membership fees
2. Donations (money and goods) Where donations are movable assets, those assets shall be managed by the head office.
3. Income generated by the ISCAEE's activities
4. Income generated by its own properties.
5. Other forms of income

Article 18 (Administration of the Properties)

The properties of the ISCAEE will be administered by the chairman, according to the stipulations of the board of trustees.

Article 19 (Business Plans and Budgets)

The ISCAEE's business plans and budgets for the year concerning the conference after next shall be prepared by the chairman prior to the start of each conference so that monies may be distributed in a timely manner. The budget must be approved by the board of trustees at a meeting of the general assembly and the finalized budget will be presented to all members.

Article 20 (Fiscal Year)

The fiscal year of the ISCAEE is from April 1 to March 31.

Chapter 5 Meetings

Article 21 (Meetings Categories)

The meetings of this ISCAEE will call a meeting of all members and have one board of trustees meeting per year.

Article 22 (Chairman of the General Assembly)

Regular assemblies will be held once a year in the country hosting the annual International Society for Ceramic Art Education and Exchange (ISCAEE) conference.

The chairman of the assembly will be the trustee of the hosting country.

In case of an emergency assembly the chairman will be elected on each occasion among the participating members of the board of trustees.

Article 23 (Decisions of the General Assembly)

The general assembly will discuss and decide items of importance, related to the activities and administration of the ISCAEE.

Article 24 (Method of Passing Resolutions at General Assemblies)

Resolutions of general assemblies shall be approved by a quorum of all voting members (2/3 of all voting members must be present. A person may be present either physically or by proxy if, prior to that meeting, he or she has stated his or her opinions in writing in regard to the aforesaid business) with the exclusion of the chairman, and in the event of a no majority vote, the chairman shall decide the issue.

Article 25 (Convening of Meetings of the Board of Trustees)

1. Meetings of the board of trustees shall be convened by the chairman at least once a year and at other times deemed necessary. Decisions at these meetings require a quorum of trustees present (physically or by proxy).
2. Meetings of the board of trustees shall be presided over by the chairman of the ISCAEE.
3. At meetings of the board of trustees, business may be conducted and resolutions passed only if at least two-thirds of its members and at least one auditor are present.

However, a person shall be deemed to be present at a meeting if prior to that meeting he or she has stated his or her opinions in writing in regard to the aforesaid business.

4. In the absence of the Chairman the board of trustees will elect a presiding officer from among the members of the board of trustees.
5. Resolutions of meetings of the board of trustees shall be approved by a simple majority of votes of a 2/3 quorum of all voting members present with the exclusion of the chairman, and in the event of a tie, he shall decide the issue. The auditors shall not have voting rights.

Chapter 6 Modification of the Regulations and Dissolution of the Society

Article 26 (Modification of the Regulations)

These regulations can be modified only through a meeting of the board of trustees and a general assembly, with the approval of two-thirds of the members present at that time.

Article 27 (Dissolution)

This society can only be dissolved through a meeting of the board of trustees and a general assembly, with the approval of two-thirds of the members present at that time.

Chapter 7 Supplementary Provisions

Article 28 (Secretariat)

1. The society shall establish a secretariat, appointing a general secretary and personnel, to handle the ISCAEE's administration.
2. The secretariat shall carry out activities involving the ISCAEE's public relations, accounting, administration of the register of members, and all administrative work relating to its management.
3. The general secretary shall be selected by the board of trustees and appointed by the chairman upon being approved by a general assembly.

These statutes will be enforced from January 2006.

Details

(The following will be decided and altered by the board of trustees)

- a, At the time of the Society's founding the National Branches are Japan, Turkey, Korea, The United Kingdom, Mexico, Germany, China, and the United States of America.
- b. Fees will be based on the US dollar. Fees paid in Japanese yen will assume an exchange rate of 100USD = 10,000JY. Fees paid in countries other than the United States and Japan should be rounded to the nearest dollar based on exchange rates.

Fees for members are \$100

Fees for associate members are \$60.

The cost for non-members wishing to participate in annual events will be comprised of fees related to the event as well as a special membership fee the amount of which is to be decided by the hosting country. The hosting country may use all the income generated by those fees to organize the conference.

- c. Division of Properties
 1. Enrollment and membership fees (50% to branch office, 50% to head office)
 2. Donations (money and goods) Where donations are movable assets, those assets shall be managed by the head office. (The division of those assets will be 90% to the branch office and 10% to the head office)
 3. Income generated by the ISCAEE's activities (The division of those assets will be 90% to the branch and 10% to the head office)
 4. Income generated by its own properties. (The division of those assets will be 90% to the branch and 10% to the head office)
 5. Other forms of income (Division of the assets will be decided on a case by case basis by the board of trustees)