

Arabic Comparative Literature Standing Research Committee

By-laws

Article 1

The Arabic Comparative Literature Standing Research Committee aims at facilitating and enriching the dialogue between Arab and International researchers in the field of Comparative Literature.

Article 2

The Committee is accountable to the Executive Council of ICLA and will provide a formal annual report of its activities. The Chairpersons of the Committee, ratified by the General Assembly, have the right to attend the meetings of the Executive Council of the ICLA and have only one vote. So, the voting chair is to be designated.

Article 3

The Committee is comprised of its two chairpersons, two honorary members, and an advisory committee of 18 members. The advisory committee should not exceed 20 members. Any alteration in the number of members must be endorsed by the Executive Council, following a recommendation made by the Committee.

Article 4

Advisory Committee Membership is subject to re-election every three years: Advisory Committee Members are elected for a three-year term, then they can be re-elected for an extra three-year-term.

As for the Chairpersons (and prospective Secretary), they can be elected for up to three terms of three years each.

Names of potential candidates are received and examined by a Nominating Commission, which is composed of the Chairpersons, Secretary of the Committee, and a third member chosen by the Committee.

The list of candidates approved by the Nominating Commission is submitted to the full Committee which elects by ballot as many names to fill the vacant seats.

The Chairpersons and the Secretary will be determined by ballot, and their terms are set to begin when these by-laws take effect.

Article 5

The Chairpersons and Secretary are elected for three years. They may be re-elected for a maximum of three consecutive terms. Their election is liable to endorsement by the Executive Council of the ICLA.

Article 6

The Chairpersons of the Committee are allowed to invite non-members to attend a committee meeting.

Article 7

The Committee holds its meetings every 6 months (including a meeting just prior to the General Assembly at the international congresses of the ICLA).

Honorary and advisory committee members participate in the work of the committee via online meetings (zoom) hosted by one or both chairpersons of the committee.

- Those who are unable to attend will be sent the minutes of the meeting and will be asked to give feedback and comments on the discussions and decisions suggested/agreed on during the meeting. Decisions will be drafted and emailed to all members for a final endorsement.

Article 8

Votes are taken by a simple majority of the 18 members present. The quorum shall be half of the members of the Committee present or represented, plus one.

By majority vote of the Committee, a vote on an urgent matter or on a matter arising between Committee meetings may be taken electronically by e-mail.

A member of the Committee who is unable to attend a meeting may appoint another member or a qualified person to act on his behalf, provided that the Chairman receives written notice of such appointment before the meeting. However, no decision of the Committee shall be valid unless at least one third of the elected members respond in writing via email through the committee's email group.

Article 9

The Chairpersons of the committee and the Treasurer shall be jointly responsible for the finances.

The Chairpersons shall draw up a budget to be approved by the Committee.

They propose applications for grants and their use to the Committee. They shall examine and approve the financial reports of those who have received the funds granted.

The Committee is free to accept grants from private, regional, national or international organizations, provided that the acceptance of such grants does not conflict with the Statutes of the ICLA and is approved by the Committee.

Article 10

The funds available shall be paid into one of the ICLA accounts held by the ICLA Treasurer. If the Treasurer is not a member of the Committee, he/she

shall attend meetings as a non-voting member. The Treasurer shall report to the Committee at least once a year.

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Article 11

The activities of the Committee shall include the convening of workshops/symposia/colloquia/conferences, the publication of scholarly works, and any other activities that further the purpose of the Committee as described in Article 1.

Members are expected to participate in the activities of the Committee in the following ways

- Attendance at the meetings/workshops of the Committee, at least twice during the 3-year term.
- Attendance at workshops/ symposia/colloquia/conferences means presenting a paper, acting as respondent and/or session chair as requested by the organizers, and contributing constructively to the discussion.
- Constructive contributions to the ongoing business of the Committee outside the triannual meetings, in support of the Chair and Secretary, which may include:
 - helping to shape future meetings.
 - contributing to the continuity of the Committee by nominating new members.
 - participating in e-mail discussions of Committee business.
 - helping to find a publisher and edit the proceedings.

Article 12

The Executive Council of the ICLA has the right to dissolve the Committee.

Article 13

A motion to change these by-laws must be made by at least two members of the Committee and be conveyed in writing, by the chairpersons to all members of the Committee at least one month before the date of the next meeting. Voting on the by-laws follows the provisions of Article 8.

Any change in the by-laws must be approved by the Executive Council of the ICLA.

Committee Chairpersons

Fatiha Taib & Lobna Ismail

last Edited October, 27, 2024