



European  
Association  
of Schools  
of Social Work

STATUTE  
EUROPEAN ASSOCIATION  
OF SCHOOLS OF SOCIAL  
WORK

*Arnhem, 22.11.2017*

**Full amendment of the Statute, as evidenced by the minutes of the Convention of the General Assembly of the EASSW Paris, Tuesday 27.07. 2017.**

## **Article 1**

### **NAME, LOCATION, FISCAL YEAR**

- 1.1. The Association was founded in nineteen hundred ninety-five and bears the name "**European Association of Schools of Social Work**", with the abbreviated name "EASSW", subsequently referred to as "EASSW" or "the Association".
- 1.2. The schools include universities, higher schools, sections, faculties, institutes, programmes offering higher education, schooling and trainings for social work profession, and based on which the academic title or a diploma is acquired which confirm that the study is successfully completed.
- 1.3. The EASSW is the official European Region of the International Association of Schools of Social Work (IASSW)
- 1.4. The Association has the character of a legal entity in accordance with this Statute.
- 1.5. The Association is located in the municipality of Renkum, the Netherlands
- 1.6. The fiscal year is the calendar year.

## **Article 2**

### **MISSION AND VISION STATEMENTS**

- 2.1. EASSW's Mission is to promote social justice and develop high quality education, training and knowledge for social work practice, social services, and social welfare policies in Europe.
- 2.2. EASSW Vision: Europe as a socially just region with the highest quality of social work education that promotes unity and nurtures diversity.

## **Article 3**

### **PURPOSE AND TASKS OF THE EASSW**

- 3.1. The Association aims to improve and develop education, schooling and training in the field of social work in Europe in accordance with its aim
- 3.2. The Association will strive to achieve its aims in the following manner:
  - a. Improving the educational standards of social work in the Europe;
  - b. By providing support to institutes in charge of social work via seminars, workshops, special programmes and educations;
  - c. By supporting joint courses and regional or thematic meetings;
  - d. Supporting European social work education combined with the activities of other international institutions, belonging to the governmental sector or not;
  - e. Gathering knowledge base and supporting research of social work education
  - f. Carrying out public relations work and influencing lawmakers' decisions in the area of social work education
- 3.3. All the members of the Association have the right to participate in the activities organised by the EASSW.  
 In order to improve the participation in activities, the Executive Committee may enable the participation to schools, organisations and persons who are not the members of the Association.
- 3.4. The EASSW does not act on its own behalf or pursue goals serving its own economic interest. The funds of the EASSW may only be used for purposes stated in the statutes.

## **Article 4**

### **DURATION**

4.1. The Association is founded for indefinite time.

## **Article 5**

### **ACQUISITION OF MEMBERSHIP**

5.1. The membership of the Association shall be composed of those engaged in social work education within the Council of Europe membership. Members of EASSW can be outside of the countries listed as members by the Council of Europe, where there are historical and cultural links with Europe. Candidate schools from other continents, where a regional association exists, should be formally notified about such association prior to joining EASSW. The following organisations/individuals are eligible for membership:

- a. Individual social work schools as regular member.
- b. Individual social work teachers as regular member.
- c. National Associations of Schools of Social Work as honorary members. They have an advisory task and will act as non-voting members.
- d. Sub-regional Associations of Schools of Social Work as honorary members. They have an advisory task and will act as non-voting members. Sub-regional associations may include national associations with common language of heritage, whose membership crosses continental boundaries. Sub-regional associations may include national associations from another continent, with notification to that continent's regional association, if one exists. Factors of historically identified differences should be considered in approval and admission of such national associations as members.
- e. Other relevant individuals and organisations decided by the Executive Committee (Executive Committee) and ratified by the General Assembly (GA) who may act as supporting or honorary members. They act as non-voting members.

5.2. Only those organisations and persons, as stated in Article 1, that offer higher education programmes or cooperate on them, and that serve for preparing for professional work in social work and that fulfil the conditions determined in the countries in which they operate, may be accepted into membership.

5.3. The Executive Committee decides on approving the membership. If the Executive Committee does not approve the membership to the Association, it can be subsequently done by the Association Assembly.

5.4. The membership in the EASSW does not automatically include a membership in the IASSW. Every person or organisation that became a member of the EASSW, qualifies for membership in the IASSW and may apply for membership in the IASSW.

The same practice, following the mutatis mutandis principle, is valid for members of the IASSW when it comes to acquiring membership in the EASSW.

5.5. The EASSW comprises regular, honorary and supporting members.

5.6. Any individual school of social work and individual social work teacher may become a regular member. Only regular members are entitled to vote in the General Assemblies.

5.7. Any person or legal entity willing to support the objectives of the EASSW may become a supporting member. Supporting members have no voting rights.

- 5.8. Honorary members are recommended by the Executive Committee and elected by the General Assembly. Honorary members are exempted from paying membership fees.
- 5.9. Membership is granted by decision of the Executive Committee in response to written application. The application should contain information that are based on form prepared by the Executive Committee. A denial of membership by the Executive Committee must be accompanied by reasons. Applicants may then file a written appeal to the Executive Committee within one month of the denial. The General Assembly is to take a definitive decision on the appeal at its next regular meeting.

## **Article 6**

### **EXPIRY OF MEMBERSHIP**

- 6.1. Membership expires through resignation, exclusion, or, for individuals, death. It also expires when the member no longer represents a national or sub-regional association of schools of social work.
- 6.2. A member can leave the Association by submitting a written statement to the Executive Committee. The decision only comes into effect following a notice period of one year, starting from the end of the current calendar year.
- A member may leave the Association with immediate effect:
- a. if the member cannot reasonably be expected to continue his membership;
  - b. within a month after a decision in which the rights of members are limited or their obligations increased has become known or been announced to a member;
  - c. within a month after a decision to change the association's legal form or merger has been announced to a member.
- 6.3 Divestment of membership is effected through a resolution of the General Assembly presenting cogent reasons, particularly in case of severe violation of the Association's interests. An appropriate period is to be set in which the member may justify his actions either in person during the next General Assembly or in writing. A written statement by the concerned party is to be read out at the General Assembly meeting.
- The resolution to divest a member of membership must be adopted with a majority of three-quarters (3/4) of the valid number of votes cast.
- The resolution on the divestment must be explained and made known to the member by means of a registered letter.
- 6.4. The Executive Committee may suspend the member who acts contrary to the Statute, the Policy or the decisions of the Association or leads it in an unfavourable position, for a period of time it chooses but for no longer than 6 months. The Assembly may be filed with a complaint against the decision on suspension. The procedure described in Article 5, paragraph 3, is implemented in this instance.
- 6.5. The expiry of a membership has no bearing upon the obligation to pay membership fees for the ongoing financial year.

## **Article 7**

### **MEMBERS' RIGHTS AND OBLIGATIONS**

- 7.1. Members have the right to participate in events of the EASSW to the extent laid out in the statutes and to receive counselling and support in accordance with the objectives of the Association.

- 7.2. Members have the right to be informed about the activities of the EASSW
- 7.3. Members have the right to use the EASSW financial support in accordance of the regulation prescribed for the supporting of the EASSW projects
- 7.4. Members have the right to use the EASSW communication channels to inform about their activities in accordance with EASSW aims
- 7.5. Members have the right to receive support from the EASSW for joint application to the international professional and scientific projects relevant for the social work education
- 7.6. Each member association, school or individual is obliged to support the objectives and interests of the EASSW to the best of its ability.
- 7.7. Members are obliged to declare to the Treasurer by thirty-one January the number of the members represented by the national association on the last day of the preceding year each year and to pay their annual membership fee for the current year by thirty-one March at the latest.
- 7.8. The members (with the exception of the honorary members) are obliged to pay membership fee in accordance with the decision of the Executive Committee.

## **Article 8**

### **ADMINISTRATIVE BODIES OF THE EASSW**

- 8.1. The administrative bodies of the EASSW are:
  - a) the General Assembly (GA)
  - b) the board, also referred to as: the Executive Committee (Executive Committee)
- 8.2. All offices in the Association are performed in an honorary capacity. The reimbursement of any costs incurred in relation to executing these offices is subject to the expenses regulation of the EASSW adopted by the Executive Committee.

## **Article 9**

### **THE GENERAL ASSEMBLY**

- 9.1. Representatives of the regular, honorary, and supportive members - national associations, sub-regional associations, individual schools and individual teachers may be delegates at the General Assembly of the EASSW.
- 9.2. The national and sub-regional associations, honorary and supportive members are non-voting representatives.
- 9.3. Individual school member is attributed with one vote.
- 9.4. Individuals as members are attributed with one-fifth (1/5<sup>th</sup>) of the vote.
- 9.5. The General Assembly takes place biennially.
- 9.6. The General Assembly is responsible for the following matters:
  - a) Approval of the budget prepared by the Executive Committee for the upcoming financial year, approval of the Treasurer's report and the annual report, formal approval of the actions of the Executive Committee.
  - b) Fixing the amount and due date of annual membership fees.
  - c) Election and dismissal of the members of the Executive Committee.
  - d) Appointment of an Interim Management when necessary.
  - e) Passing resolutions on amendments to the statutes and the dissolution of the Association.

9.7. Special meetings:

Special General Assemblies may be called at any time at the request of the President and the majority of the Executive Committee, or one third (1/3<sup>rd</sup>) of the membership. Notice of any special meeting is to be given in the same manner as for the Annual Meeting of the Executive Committee. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the members.

9.8. The General Assembly may make recommendations to the Executive Committee, even if the matter falls within the responsibility of the Executive Committee. The Executive Committee for its part can solicit the opinion of the General Assembly in all matters.

9.9. The General Assembly is chaired by the President or, in the event of the latter's absence, by a member appointed by the General Assembly.

9.10. Unless it decides otherwise the General Assembly is not open to the public. The chairperson of the Assembly may allow guests to attend and must communicate the attendance of guests to the Executive Committee in advance of the Assembly.

## **Article 10**

### **RESOLUTIONS AND TASKS OF THE GENERAL ASSEMBLY**

10.1. As a rule the General Assembly passes its resolutions in meetings through voting by the delegates of the regular members

10.2. The number of votes held by a delegate is calculated in relation to the number of members.

10.3. If one third of regular delegates are present in the General Assembly, a quorum will have been attained. The General Assembly has a quorum when one third of delegates are present. In the event that no quorum is reached, the Executive Committee must convene a second General Assembly with the same agenda within period of one year. The Assembly is then deemed to have a quorum irrespective of the number of delegates present. This provision must be stated in the invitation.

10.4. Delegates who are absent may transfer their vote or votes to another delegate by proxy, including a member of the Executive Committee. This written proxy must be communicated to the Executive Committee in advance of the General Assembly.

10.5. Insofar as the statutes do not provide otherwise, the General Assembly makes resolutions on the basis of a simple majority of the eligible votes cast. For that reason abstentions will be disregarded.

10.6. The presence of two-thirds of the delegates, including the delegates represented by proxy, is necessary to make amendments to the statutes. An amendment to the statutes may only be resolved with a two-thirds majority of votes cast. Any changes to the statutes must be made in compliance with Dutch legislation. In the event that no quorum is reached, the Executive Committee must convene a second General Assembly with the same agenda within period of one year. In the event that the second Assembly doesn't reach the quorum, the amendments to the statutes are rejected.

10.7. With the exception of elections to the Executive Committee, all votes are carried out by a show of hands, unless one third of the delegates request voting by secret ballot.

10.8. Minutes are to be kept on the resolutions of the General Assembly, and signed by the meeting chairperson and the Secretary or the scribe. The minutes should state the location and time of the Assembly, the names of the chairperson and the scribe, the number of delegates present, the agenda,

the Assembly's resolutions, the results of each vote and the kind of vote held. The exact wording should be given for amendments adopted.

10.9. A resolution of the General Assembly may be taken in writing by mail or email, when a two-thirds majority of the delegates agrees to proceed in this manner.

## **Article 11**

### **THE EXECUTIVE COMMITTEE – COMPOSITION, TASKS AND RESPONSIBILITIES**

11.1. The Executive Committee of the EASSW consists of the President, Vice-President, the Secretary, the Treasurer and no more than eleven further members. It is inadmissible for one person to hold more than one office on the Executive Committee.

11.2. The EASSW is represented in and out of court by the Executive Committee. Two members of the Executive Committee, one of them being the President, or in the event that the President is absent or unable to act, the Vice-President, also have the authority to represent the EASSW.

11.3. Members of the Executive Committee may represent the EASSW members and for that reason possess voting rights at the General Assembly.

11.4. The Executive Committee is responsible for all matters of the EASSW, insofar as these are not assigned by the statutes to another body of the Association. The Executive Committee states in its internal regulation, which tasks fall to which Executive Committee member.

11.5. The Executive Committee is notably responsible for the following tasks:

- a) Lobbying and publicity work
- b) Appointing working groups
- c) Responsibility for all business relations
- d) Determining the Association's activities
- e) Maintaining the relationships with the member associations
- f) Signing contracts; these are in all cases to be signed by two members of the Executive Committee, one of them being the President.
- g) Preparing and adopting of different bylaws that are needed for the smooth functioning of the Association. All bylaws should be presented at the first consecutive General Assembly for approval.

The Executive Committee conducts the day-to-day business of the EASSW in particular by: preparing the meetings of the Executive Committee and the General Assembly and establishing their agendas, convening the General Assembly, carrying out the resolutions of the General Assembly, preparing a budget for each fiscal year, book-keeping, compiling an annual report, establishing guidelines for the organisation of international conferences and projects, coordinating events, organising training programmes and study trips, initiating and terminating work contracts.

- h) The Vice-President supports the President in his functions and act in place of the President when he/she is unable to perform his/her tasks (in the event of resignation, recall, sickness or death).
- i) The Secretary or another member of the Executive Committee has the task of compiling and signing the minutes of Board meetings
- j) All members of the Executive Committee are responsible for disseminating information to members.

- k) The task of the Treasurer is to manage the finances of the Association and to keep proper account of all revenues and expenses of the Association. He or she organises the biannual financial audit and reports on these activities during the regular General Assembly.
  - l) All members of the Executive Committee may be trusted with special tasks on an ad hoc basis by the President or the General Assembly.
- 11.6. Resolutions of the Executive Committee are taken on the basis of a simple majority.  
It has a quorum when at least three members are present, one of them being the President.
- 11.7. The immediate past-president may serve as a non-voting ex-officio member of the Executive Committee for a period of up to two years.
- 11.8. Officers of IASSW have the right to participate as non-voting members. Representative of service users, representative of the ENSACT and the UN offices in Europe will be invited to participate as non-voting members.
- 11.9. An interest group may be recognised by the Executive Committee according to the specific bylaw and when it represents different schools and develops meaningful topics
- 11.10. The EASSW participates in the Executive Committee of the IASSW, in conformity with the rules that apply to IASSW.
- 11.11. National Associations of Schools of Social Work and Sub-regional Associations of Schools of Social Work are honorary members and can act as advisory council to the Executive Committee and to the General Assembly.
- 11.12. The Executive Committee shall meet at least annually. Notice of the meeting, signed by the Secretary shall be sent to members of the Executive Committee by letter or by email at least forty days before the time appointed for the meeting.

## **Article 12**

### **ELECTIONS FOR THE EXECUTIVE COMMITTEE**

- 12.1. Elections for the Executive Committee take place at an ordinary General Assembly. The members of the Executive Committee are elected from among the members.
- 12.2. The Executive Committee or the Interim Management appointed by the General Assembly announces and prepares elections and ensures their proper functioning.  
The Executive Committee or the Interim Management is responsible for sending the public call for candidatures at least 6 months prior to the termination of the mandate of the Executive Committee.
- 12.3. Upon forming the Executive Committee it has to be considered that different geographical regions are represented as well as proper ratio between male and female members. No more than one representative from the single country can be elected.
- 12.4. The President, the Vice-President, the Secretary, the Treasurer are elected separately in function by the Assembly General for a period of four years. Further members are elected in a vote by the Assembly General for a period of four years with one half to be elected every two years.
- 12.5. The President and the Vice-President may only be re-elected once. Other members of the Executive Committee may be re-elected any number of times.
- 12.6. The members of the Executive Committee may call for the members of the board of another organisation to attend the meeting of the Executive Committee as ex-officio members. The same



possibility applies for the representative of the service users. The ex-officio members have no right to vote.

- 12.7. During elections the chairmanship is conferred upon an electoral committee for the duration of the balloting and the preceding discussion. The electoral committee designates the person responsible for compiling the election records.
- 12.8. The voting of the members of the Executive Committee must be carried out in secret.
- 12.9. Should no candidate receive a majority of votes in the first ballot, a run-off ballot will be held between the two candidates who have received the greatest number of votes.
- 12.10. The Association's Regulation on Elections may stipulate further provisions regarding the election process.

### **Article 13**

#### **TERM OF OFFICE OF THE EXECUTIVE COMMITTEE**

- 13.1. The term of office of members of the Executive Committee lasts for four years. The office of an Executive Committee member begins on the day of election.  
The office of an Executive Committee member ends:
- a. with the end of the term of office
  - b. with death
  - c. with voluntary resignation
  - d. with dismissal.
- 13.2. When the office of an Executive Committee member ends, the General Assembly elects a replacement member for the remaining term of office of the departing member at the next ordinary Assembly.
- 13.3. The General Assembly may dismiss an Executive Committee member with a three-quarters majority of the present delegates when there is sufficient reason, in particular gross neglect of duty or inability of the member to properly execute his or her function.
- 13.4. If the General Assembly dismisses all members of the Executive Committee or if the Executive Committee has no quorum, the Interim Management is appointed by the General Assembly in order to manage current operations of the EASSW, and to rapidly prepare elections. The chairperson of the Interim Management has the mandate to legally represent the Association until the election of a new Executive Committee.

### **Article 14**

#### **CONVENING THE GENERAL ASSEMBLY**

- 14.1. The regular General Assembly takes place at least biennially. It is convened by the Executive Committee.
- 14.2. Extraordinary General Assemblies may be convened when required. Such meetings have to be called when at least one tenth (1/10<sup>th</sup>) of the members submit a written request to the Executive Committee giving their reasons and the objectives of the meeting.  
Extraordinary General Assemblies are, with exception of the provisions below, convened in writing by the President or any other Executive Committee member.

An Extraordinary General Assembly may deliberate when one third of delegates of all member associations are present.

- 14.3. The Executive Committee sends written invitations to the General Assembly to regular, supporting and honorary members. The invitation must be sent by post or by e-mail, and must include the meeting agenda. It must be sent at least one month in advance for regular General Assemblies and at least two weeks in advance for extraordinary General Assemblies, starting the day after the invitations are sent. An invitation to a General Assembly shall be deemed delivered to an EASSW delegate when it is sent to the last email address submitted by the delegate.
- 14.4. Belated additions to the agenda of General Assemblies are to be submitted in writing to the Executive Committee no later than one week before the meeting. Such belated agenda items may only be the subject of resolutions if the General Assembly resolves to adopt them.
- 14.5. The agenda of the Assembly may include the following:
- a) Awarding positions in the Executive Committee to new members,
  - b) Determining the budget of the Association for the following two years,
  - c) Determining the amount of the annual contribution,
  - d) Evaluating reports filed by the Management,
  - e) Discussing the issues that are added to the agenda
- 14.6 Extraordinary General Assemblies must be held within four weeks of the submission of the request. If the request has not been followed up on within fourteen days, the requesters may convene the Extraordinary General Assembly through written communication to the persons entitled to vote with a term of at least seven days, or through advertisement in at least one daily newspaper with a large readership in Europe. The requesters may then charge persons other than members of the Executive Committee with the leadership of the meeting and the drafting of the minutes. The subjects to be discussed must be stated in the meeting notice.

## **Article 15**

### **DISSOLUTION OF THE EASSW**

- 15.1. The dissolution of the EASSW can only be resolved in a meeting of the General Assembly with a two-thirds majority.
- 15.2. Unless the Assembly General resolves differently, the President, the Vice-President and the Treasurer are liquidators with power of representation. The joint signatures of two of the above-mentioned parties commit the Association winding up its activities.
- 15.3. In case of dissolution the remaining assets of the Association, if any, shall go to a European organisation dedicated to matters of the social work profession.

### **Final provision**

1. All matters which are not stipulated by the present statutes are subject to applicable Dutch law.
2. The General Assembly has all powers not assigned to other bodies by law or this Statute.
3. In this Statute, “written” is understood to mean through the usual communication channels, including electronic ways.

