



IACORDS

International Association for Cold Region Development Studies

REGULATION

Article 1. Objective

The objective of the International Association for Cold Region Development Studies (hereinafter referred to as IACORDS) shall be to decide through consultation, the fundamental principles associated with for organizing conferences of the International Symposium on Cold Region Development (hereinafter referred to as ISCORDER), which aims at providing cold region experts with opportunities to exchange a wide range of scientific, technological and cultural expertise, towards development of the cold regions. The ISCORDER conference shall normally be held every three years.

Article 2. Organization

The IACORDS is composed of:

- a) Board of Directors
- b) Executive Committee
- c) Secretariat
- d) ISCORDER Conference Organizing Committee

Article 3. Board of Directors

3-1 Conduct of Business

The Board of Directors shall be responsible for the following:

- a) To appoint the Executive Committee members including the President, two Vice Presidents, the Advisor for International Relations and the Secretary General, upon recommendation from the Executive Committee.
- b) To appoint some Board members as Senior Advisors upon recommendation from the Executive Committee.



- c) To decide the venue of an ISCORDER conference.
- d) To nominate the Chairperson of the Conference Organizing Committee upon recommendation from the Executive Committee.
- e) To assist paper review that is to be organized by the conference organizing committee.
- f) To revise the IACORDS regulation in case of necessity.

3-2 Board of Directors membership

Any member of the Board of Directors may recommend a suitable candidate to become a member of the Board of Directors to the Executive Committee. Upon consideration of the recommendation, the Executive Committee shall appoint a new member of the Board of Directors.

3-3 Term of the Board of Directors membership

The term of office for all members of the Board of Directors shall be three years, with eligibility reviewed by the Board after four full terms in succession.

3-4 Procedure for convening a meeting of the Board of Directors

A meeting of the Board of Directors can be called by the President or a group of a least one quarter of the Board Members.

3-5 Quorum of the Board of Directors

A quorum of the Board of Directors shall consist of a majority of the members of the Board then in office. Presence by proxy, mail, electronic mail or by fax may constitute a quorum. Voting by proxy shall be represented at the meeting by another member only. In case of presence by proxy, the proxy in writing shall be filed to the President. The meeting shall make its decision by a majority vote of the quorum present.

3-6 Online meeting

A Board of Directors meeting may be held online in case of necessity. The rules of the quorum and voting that are prescribed in Article 3-5, excluding those of presence and voting by proxy, shall be applied to an online Board of Directors meeting.



Article 4. Executive Committee

4-1 Executive Committee members

The Executive Committee of IACORDS consists of the President, two Vice Presidents, the Advisor for International Relations and the Secretary General. The Chair of the current ISCORDER Conference Organizing Committee and the Chair of the next ISCORDER Conference Organizing Committee shall take the post of Vice President, respectively.

4-2 Conduct of Business

The Executive Committee shall perform responsibilities follow:

- a) To consider and appoint members of the Board of Directors upon recommendation from any member of the Board of the Directors.
- b) To recommend candidates for Executive Committee members including the President, two Vice Presidents, the Advisor for International Relations and the Secretary General to the Board of Directors.
- c) To recommend candidates for Senior Advisors, if necessary, to the Board of Directors.
- d) To submit a proposal of revision of the IACORDS regulation to the Board where necessary.
- e) To propose an ISCORDER conference venue and a candidate for the Chairperson of the Conference Organizing Committee to the Board.

4-3 Executive Committee meeting

An Executive Committee meeting shall be convened by the President. The meeting shall make its decision through a unanimous vote.

4-4 Responsibilities of the President



The President shall represent the IACORDS and convene the Executive Committee and the Board of Directors meetings.

4-5 Responsibilities of the Vice President

The Vice Presidents shall assist the President and automatically assume the office of President, in the case of non availability of the President or a vacancy of the office of the President.

4-6 Responsibilities of the Advisor for International Relations

The Advisor for International Relations shall assist the President with communicating the work of IACORDS and ISCORDER.

4-7 Responsibilities of the Secretary General

The Secretary General shall manage IACORDS administrative and support activities.

4-8 Term of Office

The term of office for Executive Committee members except Vice Presidents shall be three years, with eligibility reviewed by the Board after three full terms in succession. The term of office of Vice Presidents shall be three years with eligibility limited to two full terms.

Article 5. Secretariat

Conduct of Business

The Secretariat will be responsible for:

- a) The support of IACORDS' activities including correspondence between IACORDS members.
- b) Drawing up the minutes of Executive Committee and Board of Directors meetings.
- c) Establishment and management of the IACORDS web site.
- d) Public relations
- e) Development of a database storing ISCORDER activity records.



Article 6. ISCORD Conference Organizing Committee

Conduct of Business

The ISCORD Conference Organizing Committee will be responsible for:

- a) Calling for papers
- b) Review of submitted papers.
- c) Creation of the conference programme.
- d) Selection and determination of the conference site.
- e) Other administrative work associated with organizing the conference

Article 7. Others

7-1 Resignation from Executive Committee and Board of Directors membership

Resignation from Executive Committee or Board of Directors membership shall be presented to the Board of Directors to be authorized.

7-2 Date of enactment

This regulation shall come into effect from September 25, 2007.

7-3 Revisions

Regulations 3-3 and 4-8 shall be revised at the Board of Directors meeting on June 4th, 2013 from those in the Regulation that came into effect from September 25, 2007.

