



THE CONSTITUTION of the EUROPEAN ACCESS NETWORK

1. CHARACTERISTICS

The European Access Network (EAN) is an independent, non-profit making International Society, organised for educational purposes and operating under English law.

2. ADDRESS

The European Access Network (EAN)
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3. AIMS

To encourage wider access to higher education across Europe for those who are currently under-represented, whether for reasons of gender, ethnic origin, nationality, age, disability, employment status, income level, family background, vocational training, geographical location, or earlier educational disadvantage.

4. OBJECTIVES

The EAN's objectives are to:

- Promote effective policies and negotiate resources for wider access to higher education at local, national and European levels.
- Increase understanding of initiatives in different European countries to widen access.
- Exchange information on and provide mutual support for access developments.
- Co-operate with other European and national bodies to promote wider access.
- Explore professional and political issues which promote wider access.
- Share pedagogical strategies and multi-cultural approaches to the curriculum.
- Analyse access philosophy within and between member states.
- Stimulate joint research programmes on access issues and exchange research findings.
- Promote schemes for the exchange and recognition of access students and staff.

5. MEMBERSHIP

Membership is open to all those with an interest in widening access to higher education. Members may join the EAN on an individual or institutional basis, on payment of an annual subscription due on 1st July. New members joining the EAN after 31 December may have half of their subscription remitted for the year of joining only. Membership of the EAN automatically includes membership of the International Access Consortium (IAC).

6. GOVERNANCE

6.1 Executive Committee

6.1.1 **Membership.** Membership comprises:

- One member of the EAN representing each country with EAN membership, to be elected by the EAN membership at the AGM for a period of two years.
- The five founder members of the EAN, as permanent members of the Committee.
- The permanent Director and Secretary of the EAN, ex officio.
- The EAN Editor, ex officio.
- The EAN Treasurer, ex officio.
- Up to six co-opted members as agreed by the Committee, for a period of one year in the first instance.

6.1.2 **Meetings.** These will be held at least twice a year, one of the meetings being at the Annual Convention.

6.1.3 **Functions.** The Executive Committee will implement the EAN aims and objectives. It will plan and monitor the annual programme of the work of the EAN, and has responsibility for the organisation of the annual EAN Convention. It elects EAN Officers, and two representatives to represent the EAN on the IAC Executive Committee. It reports to the AGM, and has the authority to set up Sub-Committees and Working Groups.

6.2 Officers and Secretariat

6.2.1 **Officers.** Officers of the EAN will be as follows:

- The **EAN President**, who will chair meetings of the Executive Committee.
- Two **EAN Vice-Presidents**, with particular responsibilities which will be determined by the Executive Committee.
- The **Treasurer**

All Officers will be elected by the Executive Committee for a period of two years, in the first instance. Their appointment will be subject to the formal approval of members at the AGM. New Officers may participate in any committee meetings prior to their approval by the AGM, as Officers Elect.

6.2.2 **Secretariat.** The Secretariat, based at the International Education Office of the University of Westminster, at 16 Little Titchfield Street, London W1W 7UW, UK, will include the following permanent posts, appointed by, and reporting to the Executive Committee:

- The **Executive Director** of the EAN, who will be responsible for its day-to-day management, in consultation with the Executive Secretary, the President and other Officers.
- The **Executive Secretary** of the EAN, who will be responsible for all administrative matters, in consultation with the Executive Director, the President and other Officers.

6.3 **Annual General Meeting.** The AGM, at which the Annual Report will be presented, and elections held for the Executive Committee, will take place as part of the Annual Convention. A minimum period of two months' notice will be given to members. A quorum will be 10% of the membership. Members making proposals for changes in the Constitution must notify the Secretariat at least 3 months prior to the AGM. The Secretariat must notify members of any proposed changes to the Constitution or membership subscription, at least 2 months prior to the AGM. Any change in the EAN constitution or subscription must be agreed at the AGM by a two-thirds majority of those attending.

7. FUNDING

- 7.1 The funds received from the various bodies willing to donate monies to the European Access Network and from subscriptions of members are used specifically for the objectives of the Network – the main objectives being to widen access to higher education both in the UK and in other European countries.
- 7.2 The functions held by the European Access Network are not in any way profit-making. The funds received by participating individuals are used to cover the costs of the function.
- 7.3 Any excess funds shown on the balance sheet of the European Access Network represents advance funds and subscriptions and will be used in projects to meet the objectives of the Network of widening access to higher education across Europe.
- 7.4 In the event that the Network does disband, a dissolution notice will be posted in the Times Higher Education Supplement, and any remaining funds not utilised by the Network will be donated by the Network for educational charitable purposes.

8. ACCOUNTS

All funds raised will be used only for the purposes of the EAN as agreed by the Executive Committee. Audited accounts will be presented annually to the AGM.