



THE CONSTITUTION OF THE EUROPEAN ACCESS NETWORK

1. CHARACTERISTICS

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

2. ADDRESS

The European Access Network (EAN)
University of Westminster
16 Little Titchfield Street
London W1W 7UW
United Kingdom
Tel: ++ 44 (0)20 7911 5868
Fax: ++ 44 (0)20 7911 5873
Email: info@ean-edu.org
Website: <http://www.ean-edu.org>

3. AIMS

To encourage wider access and successful participation in higher education, leading to worthwhile employment, for those groups of citizens who are currently under-represented, whether for reasons of gender, ethnic origin, nationality, age, disability, employment status, income level, family background, geographical location, or earlier educational disadvantage

4. OBJECTIVES

The objectives of the EAN are to:

- Promote effective policies and negotiate resources for wider participation in higher education for disadvantaged and under-represented groups.
- Undertake collaborative research and development programmes on access, equity and diversity issues.
- Analyse the philosophy of access and diversity on a national and international basis to promote integration and social inclusion.
- Share information on and provide support for the development of wider participation to further the aims of the Bologna process and the Lisbon Strategy.
- Co-operate with other national and international bodies to widen participation and encourage lifelong learning.
- Share pedagogical strategies and both intercultural and multicultural approaches to the curriculum to achieve an inclusive higher education.
- Explore professional and political issues which promote wider participation within the European Higher Education Area and beyond.
- Encourage international exchanges among access students and staff.

5. MEMBERSHIP

- 5.1 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.
- 5.2 The annual membership fee is determined by the Annual General Meeting (AGM) and is due upon joining.

6. GOVERNANCE

6.1 Executive Committee

6.1.1 Membership

- Each country with EAN membership may nominate a candidate to be elected by the EAN membership at the AGM for a period of two years.
- Up to six members may be co-opted by the Committee, in the first instance for a period of two years, thereafter for a period determined by the Committee on an individual basis.
- The Executive Director and Executive Secretary of the EAN, ex officio.

6.1.2 **Meetings.** These will be held at least twice a year, one of them during the course of the Annual Conference.

6.1.3 **Function.** 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 Conference. It elects EAN Officers. It reports to the AGM, and has the authority to set up Sub-Committees and Working Groups.

6.2 **Steering Committee.** A steering committee consisting of the elected Officers, the Executive Director and Executive Secretary will be responsible for dealing with policy and other issues between and in preparation for the executive committee meetings. The steering committee will meet, either physical or virtually, whenever it is deemed necessary

6.3 Officers and Secretariat

6.3.1 **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 responsibilities as 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. Officers are eligible for re-election at the end of their two-year term. The post of the President will be limited to a maximum of three terms (six years). All elected Officers 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.

6.3.2 **Secretariat.** The Secretariat, which is based in the 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.

- 6.4 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 Conference. A minimum period of two months' notice will be given to members. A quorum will be 10% of the membership. Members wishing to propose 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 fees, at least 2 months prior to the AGM. Any change in the EAN constitution or fees 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 membership fees shall be used specifically to further the objectives of the Network.
- 7.2 The activities organised by the European Access Network are not in any way profit-making. The funds received from participating individuals or organisations shall be used to cover the costs of the activity.
- 7.3 Any excess funds shown on the balance sheet of the European Access Network represent advance funds and fees and shall be used in projects to meet the objectives of the Network.
- 7.4 In the event that the Network does disband, a dissolution notice shall be posted in the Times Higher Education Supplement, and any remaining funds not utilised by the Network shall be donated by the Network for educational charitable purposes.

8 ACCOUNTS

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