

AIUCD Statute (as of March 2018)

TITLE I - DENOMINATION, REGISTERED OFFICE, DURATION

Article 1 - Denomination

The association called “Associazione per l’informatica umanistica e la cultura digitale” (Association for Digital Humanities and Culture) is established as an association under private law pursuant to Art. 14 and following of the Civil Code.

Article 2 - Seat and duration

The Association is based in Florence, at the Fondazione Rinascimento Digitale, via Bufalini 6. The duration of the Association is ten years, renewable following a decision of the Assembly.

TITLE II - OBJECTIVES OF THE ASSOCIATION

Article 3 - Objectives

The Association is a non-profit organization and intends to promote and disseminate methodological and theoretical reflections, scientific collaboration and the development of shared practices, resources and tools in the field of digital humanities and in the use of digital applications in all areas of human Sciences. It also promotes reflection on the humanistic foundations of computer methodologies and in the field of network cultures.

To achieve its goals the Association pursues the following objectives:

- a. promote scientific and educational activities in the field of digital humanities and in the application of digital technologies to the human sciences;
- b. improve the visibility and knowledge of resources and initiatives of individuals, institutions and other associations, facilitating the implementation of interdisciplinary ideas and projects;
- c. promote the integration of the humanistic and IT oriented skills of all those involved;
- d. establish and consolidate links with other European and international initiatives related to digital humanities and digital applications in the humanities.

Article 4 - Activities

In particular, the activities that the Association may undertake are (as non-limiting examples) the following:

1. organization of scientific events for informational and educational purposes (such as conferences, seminars, courses, etc.), monographic and serial publications, initiatives and research projects in the areas of interest;
2. implementation and maintenance of information channels related to events and activities of interest in order to promote theoretical and methodological reflection and the development of practices, applications and tools in the areas of interest (such as creation of virtual collaboration web spaces, etc. .);
3. promotion of actions aimed at establishing and maintaining strong links with associations and institutions operating at international level;
4. creation or promotion of initiatives that can provide support and greater visibility to the work of young scholars engaged in research activities in the sectors of interest of the Association, in Italy and abroad (such as scholarships, degree prizes, etc.);

5. promotion of initiatives in the appropriate offices in order to favor the presence of digital humanities in the academic curricula related to human sciences and to favor the development of theoretical and practical skills related to the use of computers and digital applications in the areas of the human sciences;
6. promotion of the development of criteria and procedures for the evaluation of digital scientific publications in the human sciences, and in particular those related to the use of digital technologies, possibly also with the application of computational methods in the evaluation process;
7. promotion of open access to digital resources (contents and tools) for study, research and education.

TITLE III - MEMBERS

Article 5 - Members

The members of the Association can be:

1. Individuals, who, by virtue of their research or teaching activities, are engaged in the field of digital applications in the human sciences.
2. Public and private institutions (legal entities such as universities, research institutions, companies, etc.) who are interested in the activities of the Association, in relation to their fields of activity. Members are required to participate in the activities of the Association and to contribute to the achievement of the objectives of the Association by paying the annual membership fee.

Article 6 - Application for membership

Persons or organizations interested in joining the Association must submit a written application signed by the applicant (the legal representative in the case of legal entities) indicating the motivations for joining the Association and declaring that they accept the provisions of this Statute. Applications for membership are accepted by the Board of Directors, after evaluation of their acceptability according to the objectives of the Association and to what the applicant proposes in order to contribute to their achievement. The application for membership can also be sent electronically on a form prepared by the Board of Directors, and accepted upon verification of the identity of the applicant.

Article 7 - Withdrawal, radiation and suspension

Membership status ceases in the following cases:

- a. withdrawal of the member, by written notice to the President with at least two months advance notice;
- b. failure to pay the annual membership fee by the date established by the Board of Directors;
- c. radiation following a resolution of the Assembly with a majority of at least two thirds of the members present or represented, due to negligent or incorrect behavior towards the Association.

TITLE IV - CORPORATE BODIES

Article 8 - Corporate bodies

The organs of the Association are:

- a. the Assembly of Members;
- b. the Board of Directors;

c. the President and the Vice-President.

Article 9 - The Assembly

The Assembly is formed by all individual members (natural persons) and one representative for each public or private institution which is a member of the Association. The tasks of the Assembly are as follows:

1. elects the Board of Directors;
2. approves the strategic lines of activity as well as the detailed activity plan for the following year, upon proposal of the Board of Directors;
3. approves the annual financial statements and the Report of Activities carried out in the previous year, prepared by the Board of Directors;
4. approves the amount of the annual association fees;
5. accepts donations and bequests in favor of the Association;
6. decides on changes to this Statute

The decisions of the assembly are taken with the majorities specified in Article 15.

The Assembly is convened by the President at least once a year, within six months from the end of the financial year ending on December 31 of each year, as well as whenever the Board of Directors deems it appropriate. The Assembly can also be convened following a written request of at least one quarter of the members. The Assembly is chaired by the President or, in his absence, by the Vice-President or by the oldest member of the Board of Directors. The invitations can be made by written notice or by e-mail, specifying the items on the agenda, to be sent to members at least two weeks before the scheduled date of the Assembly.

The Assembly is validly constituted on first call when at least half plus one of the members is present or represented. On second call, the Assembly is validly constituted whatever the number of members participating or being represented. The decisions of the Assembly are taken with the vote in favor of the majority of members present or represented, except as provided for in Articles 7, 15 and 16. Each member in good standing with the payment of the membership fee has one vote in the Assembly. Each member can be represented by proxy to another member. A member can receive a maximum of five proxies.

The Assembly, except for the ordinary closing of the financial year, may also be held electronically, by submitting one or more questions to the members, to which they can reply with a "yes" or a "no", within a deadline fixed by the Board of Directors, which must be not less than 15 days from the submission of the questions.

Article 10 - The Board of Directors

The Board of Directors is the body managing and defining the scientific direction of the Association. The Board of Directors is composed of a minimum of 9 to a maximum of 15 members, elected by the Assembly among its members. The Board of Directors will have a composition able to represent basically all the scientific areas present in the Association. The representatives of the public or private bodies cannot be elected to statutory offices unless they are also individual members of the Association. The members of the Board of Directors are appointed for three years and can be re-elected up to a maximum of two further terms. The Board of Directors is convened by the President as a rule every three months.

The tasks of the Board of Directors are the following:

1. election of the President and Vice-President, as well as, where deemed appropriate, of a Secretary and a Treasurer;

2. preparation of the strategic lines of activity as well as the detailed plan of activities for the following year, to be proposed to the Assembly;
3. preparation of the annual financial statements;
4. preparation and assessment of the Report of Activities carried out in the previous year, to be submitted to the Assembly for approval;
5. assessment of any amendments to this Statute to be submitted to the Assembly;
6. approval of research projects consistent with the objectives of the Association, proposed by individual members or groups of members, to be presented to the competent bodies for possible funding;
7. participation of the Association to initiatives of scientific or educational promotion in the areas of its competence;
8. organization of an annual scientific event on topics related to the objectives of the Association;
9. assignment of specific functions to its members according to particular organizational needs.

Article 11 - The President and the Vice-President

The President is the legal representative of the Association, and is elected by the Board of Directors among its members with the majority of half plus one of its members. The Vice-President replaces the President in case of absence or after a specific delegation conferred to him by the President. The Vice President is elected by the Board of Directors among its members with the majority of half plus one of its members.

The President and Vice President remain in office for three years.

The duties of the President, or in his absence of the Vice-President are:

1. convene the Assembly of members and the meetings of the Board of Directors;
2. take care of the relationships with national and international scientific and academic institutions, promoting exchanges and interrelations;
3. represent the Association with respect to financing institutions;
4. implement the decisions of the Board of Directors, possibly conferring delegation to another member of the Board of Directors.

TITLE V - ORGANIZATIONAL, ACCOUNTING AND FINANCIAL MANAGEMENT

Article 12 - Organizing Secretariat

The Board of Directors identifies among the members, if necessary also with recourse to external collaborators, an Organizational Secretariat, which acts and operates under its direct control. A member of the Board of Directors, appointed by the President, becomes the Secretary and acts as the coordinator of the Organizational Secretariat.

The Organizational Secretariat is responsible for the organizational structure of the Association. In particular:

1. takes care of the relations with the members, keeping up to date the list of names and addresses of the members;
2. manages the Association's website, updating its contents and moderating the discussion lists among members;
3. creates and maintains the description of the projects of the Association and their components, as they relate to the objectives of the Association, as well as maintains a list that of university courses in the fields of interest of the Association;

4. coordinates the calendar of meetings and events and provides periodic reports to the Board of Directors;
5. assists the President in preparing the Report of Activities carried out in the previous year, to be submitted to the Board of Directors and to the Assembly for approval.

Article 13 - Treasury

The President, or his delegate appointed by the Board of Directors, acts as the Treasurer and is responsible for the administrative and accounting management of the Association.

The Treasury function consists of:

1. collecting and managing the membership fees;
2. administering the assets of the Association;
3. preparing the annual financial statements and presenting it for approval to the Board of Directors, then for administrative validation to an external auditor, and then to the Assembly for final approval;
4. taking care of the administrative and accounting management of the projects where the Association is involved;
5. taking care of the administrative aspects of any possible personnel hired by the Association.

Article 14 - Assets

The Association's assets are constituted by the association fees, by the contributions of public or private organizations, by bequests and donations, by the proceeds deriving from the activities organized by the Association and by all the other movable or immovable assets which have come legitimately into possession of the Association. Members leaving the Association for any reason do not have any title on the assets of the Association, cannot ask any division of the assets, cannot ask the reimbursement of the association fees paid to the Association.

TITLE VI - STATUTORY AMENDMENTS

Article 15 - Amendments to the Statute

The present Statute can be modified, upon proposal of the President or of the Board of Directors, or of at least a quarter of the members, by the Assembly called in extraordinary session. For the validity of the Assembly it is necessary the presence of at least half of the persons entitled to attend. The amendments are approved if they receive the favorable vote of at least two thirds of those present.

TITLE VII - LIQUIDATION

Article 16 - Liquidation

In the hypothesis of dissolution of the Association, the Assembly, with the majority of half plus one of the members, appoints one or more liquidators, defining their powers. Any remaining assets will be transferred to another non-profit organization whose objectives are similar to those described in Article 3.