ACADEMY OF INTERNATIONAL BUSINESS CENTRAL & EASTERN EUROPE
CHAPTER

CONSTITUTION AND BY-LAWS

CONSTITUTION

ARTICLE I - ORGANIZATION

The organization shall be named the Academy of International Business Central & Eastern Europe Chapter; or, in abbreviated form, AIB-CEE Chapter. It is a distinct geographical component of the AIB membership, working or residing within the Central and Eastern Europe region.

The offices of the AIB-CEE Chapter shall be located at the address of the AIB-CEE Chapter Chair, or at such other place as may be designated by the AIB-CEE Chapter Chair.

ARTICLE II – MISSION

The AIB CEE Chapter is dedicated to encourage scholars and specialists from the CEE countries to present and discuss research outcomes and upgrade teaching within the Academy of International Business, by fostering academic cooperation in the region in the form of conferences, workshops, seminars and cross-border research projects.

The political and economic shift in Central and Eastern Europe (CEE) marked the beginning of inward and outward internationalization of formerly closed economies. At the same time, the region’s transition process on an unprecedented scale posed a unique research setting for local and international scholars. The unique position of CEE economies and firms between advanced Western economies and emerging economies inevitably raises the question as to the sources of sustainable competitiveness. All of the nations of this region belong to the group of transition economies; it is the one which is changing from a centrally planned economy to a free market. In a wider context, this field covers more than 10 countries from Central and Eastern Europe. There is potential for systemic research into the determinants, enabling and inhibiting factors and policies of competitiveness at country-,
region- and firm-levels. The region with its historical heritage still poses a specific institutional setting, stimulates both single- and multi-country studies in different fields of international business.

**ARTICLE III – MEMBERSHIP**

All members in good-standing of the Academy of International Business who reside and/or work within Central and Eastern Europe are also members of the AIB-CEE Chapter. Members of the AIB who reside and/or work elsewhere will be admitted to membership of the AIB-CEE Chapter if their preference is for affiliation to the latter. Members of the AIB-CEE Chapter are subject to the Constitution and By-laws of the parent AIB organization. There shall be no separate levy of membership dues for Chapter membership in the AIB-CEE Chapter except for special categories like Institutions and Sponsors. All elected officers of the AIB-CEE Chapter must be AIB members in good-standing, whose primary Chapter affiliation is with the Academy of International Business in Central and Eastern Europe.

Honorary membership in the AIB-CEE Chapter will also be awarded. Persons will be nominated for honorary membership by the AIB-CEE Executive Committee. Honorary members will remain ordinary members of, and pay membership fees to, the worldwide AIB.

**ARTICLE IV – MEETINGS**

An annual meeting of the membership of the AIB-CEE Chapter - termed AIB-CEE Members’ Meeting - shall be held at such time and place as determined by the Chapter Executive Committee.

**ARTICLE V – GOVERNMENT**

The government of the AIB-CEE Chapter will be vested in the Chapter Executive Committee, which shall include the following Officers: Chair, Vice-Chair for Administration/Secretary, Vice-Chair for Finance/Treasurer, Vice-Chair for Communication, Vice-Chair for Events, Vice-Chair for Advancement of Membership, Vice-Chair for Talent Development, Vice-Chair for Program.

Candidates for election to the Executive Committee must be in good-standing and have a proposer. These shall be submitted to the Vice-Chair for Finance/Treasurer for the first
election and then to the Chair subsequently. The Vice-Chair for Finance/Treasurer will take the role of Chair till such time as the Chair is formally elected by the members.

The Chapter Executive Committee shall determine policies of the AIB CEE Chapter consistent with the Constitution and By-laws. A majority of the Chapter Executive Committee shall constitute a quorum at official meetings.

Officers are elected for a period of three years, renewable once. Election of all Executive Committee members shall take place by an electronic/physical ballot of the AIB-CEE Chapter's voting members. The voting members will be informed of vacancies at the commencement of the Annual Conference, and elections will take place at the AIB-CEE Members' Meeting. Student and institutional members are not eligible to hold positions on the Chapter Executive Committee. The duties of each Office are specified separately in the By-laws of this Chapter.

**ARTICLE VI - AMENDMENT TO THE CONSTITUTION**

Amendment of the Constitution shall be effected by a two-thirds majority of the votes cast by the AIB-CEE Chapter's membership in response to an electronic/physical ballot. Membership shall include the members with voting rights as prescribed in Article III, who are in-good- standing 60 days prior to the date of the ballot.

Proposals to amend the Constitution will be mailed to the membership when endorsed in writing by at least fifteen members, or endorsed by a majority of the members in attendance at the Annual Meeting, or endorsed by a majority of the Chapter Executive Committee. An amendment that is in conflict with the Constitution and By-laws of the parent organization (AIB) will not be forwarded for vote without the explicit consent of the AIB Executive Board.
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BY-LAWS

1. Membership

Members in good-standing of the Academy of International Business who select the AIB-CEE Chapter as their chapter of primary affiliation may affiliate with other regional Chapters of the Academy, but they may vote in only one Chapter in a calendar year.

2. Duties of Chapter Officers

.1. Chair

.1 The Chair shall preside at all meetings of the AIB-CEE Chapter.
.2 The Chair shall be responsible for direction of the Chapter, supervising the functions of all other offices.
.3 The Chair, or their duly elected representative, shall serve as the AIB-CEE Chapter representative on the Chapter Coordination Committee of the Academy of International Business.
.4 The Chair will submit the Minutes of the two Executive Committee Meetings and the Annual Members’ Meeting, and a written annual report of the Chapter’s activities to the AIB Executive Vice-Chair for Administration/Secretary, no later than three weeks prior to the AIB Annual Meeting.

.2. Vice-Chair for Administration/Secretary

The Vice-Chair for Administration/Secretary is responsible for agendas and minutes of all meetings of the AIB-CEE Chapter, and undertake other secretarial activities as deemed appropriate by the Executive Committee.
The Vice-Chair for Administration/Secretary shall be responsible for regular liaison with existing members and for the recruitment of new members.
The particular responsibility of the Vice-Chair for Administration/Secretary shall be to draw up guidelines for the AIB-CEE Members’ Meeting organization and to ensure continuity in organization from year to year.
.3. Vice-Chair for Finance/Treasurer

The Vice-Chair for Finance/Treasurer shall handle all financial transactions of the AIB-CEE Chapter, including the preparation of budgets for approval by the Executive Committee and the AIB-CEE Chapter at the Annual Meeting and a statement of the Chapter's financial position for submission, through the Chair, to the AIB Executive Vice-Chair for Administration/Secretary.

.4. Vice-Chair for Communication

The Vice-Chair for Communication is responsible for the preparation of the AIB-CEE Chapter's Newsletters.

.5. Vice-Chair for Events

The Vice-Chair for Events shall, in conjunction with the Executive Committee, be responsible for all academic events besides their programs and shall liaise with the Vice-Chair for Administration/Secretary. The Vice-Chair for Events shall provide technical assistance for the organization of academic events.

.6. Vice-Chair for Advancement of Membership

Vice-Chair for Advancement of Membership shall be responsible for growing the AIB-CEE Chapter's membership.

.7. Vice-Chair for Talent Development

Vice-Chair for Talent Development shall be responsible for encouraging talent development among scholars from AIB-CEE Chapter.

.8. Vice-Chair for Program

Vice-Chair for Program shall be responsible for the content of academic programs.

3. AIB-CEE Members’ Meeting

This is held annually during the AIB Annual Conference. Its formal role is to approve the reports of the Chair, to elect members of the Executive Committee as appropriate, and to make recommendations for developing the operations of the AIB-CEE Chapter.
4. Executive Committee Meetings

Meetings will be held at least twice a year. One of these will take place during the AIB Annual Conference.

5. Academic Events

.1. Proposals for venues for following years' Meetings are requested at the AIB-CEE Members’ Meeting. Where possible, a decision on at least the following year's Meeting will be taken at the Members' Meeting. Otherwise, bids will be requested, with a decision being taken by the Executive Committee.
.2. The Chair for Events and the Program Chair will, in conjunction with the Executive Committee, be responsible for all academic events. The Conference Fee is approved by the Executive Committee.

6. AIB-CEE Chapter's Newsletter/Publications

The Newsletter will be produced each year, with the aim of communicating with members. In particular, research activities of academic organizations in Central and Eastern Europe and publications by members will be included.

7. Committees

The Chapter Executive Committee shall form Standing Committees whenever it is needed. The Chapter Chair shall be an ex officio member of all such committees and may delegate responsibilities to others. The Executive Committee may appoint any member of the AIB-CEE Chapter to serve on any specific Standing Committee. The term of office for members of the Standing Committees shall be determined by the Executive Committee.

8. Funding of AIB-CEE Chapter's Activities

A fiscal budget will be prepared and agreed upon by the Executive Committee annually. The AIB CEE Chapter will operate accordingly to keep within the budget under normal circumstances. A minimal fee will be charged for the annual conferences. Research and professional organizations in the region will be offered to demonstrate their activities in the AIB-CEE Chapter's newsletter and on the AIB-CEE Chapter's website for a fee to cover the costs.
9. Payment of AIB Dues

Dues are paid by existing members directly to the AIB Worldwide.

10. Reports to the AIB Secretariat

The Minutes of the two Executive Committee Meetings and the annual Members’ Meeting shall be submitted to AIB Headquarters, along with a written annual report of the Chapter’s activities.

11. Fiscal Year

The fiscal year shall coincide with that of the parent organization of the Academy of International Business.

12. Amendment of By-laws

The Executive Committee shall be responsible for proposing amendments to the AIB-CEE Chapter’s By-laws, and approval of such changes shall be determined by a majority of the votes cast by the AIB-CEE Chapter’s members in response to a ballot that will be sent to each member via postal or electronic mail.