

CONSTITUTION OF THE POETICS AND LINGUISTICS ASSOCIATION (PALA)

approved on 27 March 1983 in Sheffield (UK); and amended on 11 September 1992 in Gent (Belgium) ; and on 28 July 2004 in New York (USA); and on 21 July 2005 in Huddersfield (UK); and on 23 July 2009 in Middelburg (Netherlands); and on 13 July 2019 in Liverpool (UK)

1. **Name:** The Poetics and Linguistics Association (PALA)
2. **Objects:** PALA is an international, non-political and independent organization which aims to cover and represent the interests of those who work in stylistics, poetics, and associated fields of language and linguistics.
3. **Administration:**
 - a. The Association year will be the academic year, from September to August.
 - b. The Governing Body of the Association will be a General Meeting of members in good standing.
 - c. There will be an Annual General Meeting.
 - d. The Annual General Meeting will have the following duties:
 - i. To receive a report on the work of the Association in the preceding year.
 - ii. To receive audited accounts for the preceding year.
 - iii. To carry out such elections as may be necessary.
 - iv. To consider any matter referred to them by the Committee.
 - v. To consider any motion submitted by any member in writing to the Secretary before the meeting.
 - e. The Executive of the Association will be a Committee normally consisting of: a Chair; a Secretary; a Treasurer; a Membership Secretary; a Publicity Officer; the Student Representative; the Newsletter Editor; the Editor of the Journal *Language and Literature*; the Webster and one or more Conference Representatives. The Conference Representatives shall represent institutions hosting the current PALA conference.. The Committee should always include members from at least two different countries. Subject to the agreement of the Annual General Meeting, under exceptional circumstances, the Committee may consist of fewer members than those herein listed, in which case a member may have two spheres of responsibility . The Annual General Meeting may also decide to appoint one or more Supplementary Members for such specific tasks and responsibilities as may arise.
 - f. The Chair shall be elected for a single three-year term and is not eligible for re-election in the same capacity either immediately or at any later date. The Conference Representatives shall cease to be members of the Committee when the conference they are responsible for has taken place. The term of office of any Supplementary Members shall be between one and three years as determined by the Annual General Meeting. The Secretary, the Treasurer, the Membership Secretary, the Publicity Officer, and the Newsletter Editor

shall be elected for a three-year term and are eligible for election to one further three-year term in the same capacity. The Student Representative will be nominated and undertake the role for the duration of their study. The Webster's term is indeterminate. The Committee will appoint the Journal Editor for a three-year term in consultation with the journal publisher and other members of the editorial team. This appointment will be reviewed at the end of this term and may be renewed for a further consecutive term (or terms) by agreement between the publisher, the Committee, the editorial team and the Editor him/herself.

g. The elected Chair members will commence their term at the beginning of the calendar year (i.e. 1st January) following the confirmation of their election, whereas the other elected Committee members will commence their term after the Annual General Meeting.

h. The Committee will have the power to replace members who resign and to co-opt up to three additional members. Such decisions must be ratified or changed at the next General Meeting.

i. The Chair of the Committee will be the Chair of all General Meetings during his or her term of office; in the absence of the Chair, the Committee members, or the General Meeting, as the case may be, will elect an acting Chair for the occasion.

j. The Executive Committee will have the following duties:

- i. To organize publications and activities according to the objects of the Association.
- ii. To ensure that the finances of the Association are in good order and are used only in the pursuit of the objects of the Association.
- iii. To respond to the wishes of the members as expressed in General Meetings.
- iv. To provide reports and accounts for the members and submit them to the Annual General Meeting.

k. Papers summoning the Annual General Meeting will be posted to reach members at least twenty-eight days before the meeting is due to take place; the Annual General Meeting will be combined with a conference of the Association.

l. The Committee may summon a Special General Meeting to deal with urgent business and they will be obliged to summon such a meeting if one third of the members of the Association make a request for a meeting in writing. For Special General Meetings, twenty-eight days' notice will be given unless, in the opinion of the Committee, the business is so urgent that shorter notice is required.

m. There will be no quorum for General Meetings.

n. A Committee meeting will be quorate if four members are present, including at least one of the officers named in 3e.

o. At all meetings, the Chair will have the casting vote.

p. The Association's annual accounts, prepared by the Treasurer under the authority of the Committee, will be presented for audit, within two months of the Association year, to an auditor, not being a member of the Committee, elected by the Annual General Meeting.

4. Membership

- a. The Secretary of the Committee shall admit to membership any person who submits a membership application and pays the appropriate subscription.
- b. The rates of subscription, including the subscription period and the different subscriptions to be paid by different categories of member, will be determined by the Annual General Meeting.
- c. An existing member who fails to pay the appropriate subscription will be deemed to have resigned and will lose the rights of membership after a period of time to be determined by the Committee.
- d. Other than as provided in 4c no member will lose membership, and no applicant will be denied admission, other than by a decision of the Committee. In such cases there will be a right of appeal to a General Meeting.

5. Interpretation

- a. The provisions of this Constitution can be amended, deleted or added to only by a General Meeting and only if a precise motion to that effect is included in the papers summoning the meeting.
- b. Any function properly deriving from the objects of the Association will be the responsibility of the Committee acting under the provisions of the Constitution.