

BISA Working Group Constitution

Gendering International Relations Working Group (GIRWG)

1. Group Purpose

GIRWG – Gendering International Relations Working Group - was established in the 1990s. We are a group of scholar-educators who engage in researching how ‘gender makes the world go round’. In order to do this, we reach beyond traditional IR to a wide variety of disciplines, including Sociology, Politics, Women’s/Gender Studies, Masculinity Studies, Queer Theory, Cultural Studies and Development Studies, while still maintaining our grounding in IR and global politics. Our members also work in policy-related areas, such as human rights, women, peace and security concerns, maternity legislation in Europe, and links between UN peacekeepers and the spread of HIV/AIDS.

The group organises one-day workshops and is active in putting together panels for UK and international conferences in order to ensure that the programmes reflect our concern with gender matters in global politics. It runs a mailing list which disseminates information about events related to BISA and scholarship related to global gender politics to members and mailing list subscribers. GIRWG seeks to support members in their efforts to organise workshops, conferences, conference panels and other events of interest that are relevant to the aims and scope of the group.

GIRWG is also keenly committed to supporting the work of postgraduate and early-career researchers and actively seeks to support the presence of postgraduate and early-career researchers at events that provide career development opportunities for the next generation of gender scholars.

Like other BISA working groups, GIRWG participates in key BISA activities, contributes to its annual conference by submitting and sponsoring panels and roundtables and by organising or co-organising other research events for which it seeks funding from BISA and other funding bodies.

The group is a recognised BISA working group. The British International Studies Association is a registered charity (No. 269284).

2. Roles and Responsibilities of Officers

2.1 Responsibilities of the group convener(s)

The convener has overall responsibility for the running of the working group and ensuring the group meets its obligations to BISA, including timely submission of annual reports and financial statement and active participation of the group in BISA conference. The Convenor(s) of GIRWG shall also be members of BISA.

In addition the convener has responsibility for:

- seeking and enrolling new members;
- maintaining the membership database and email lists (and ensuring compliance with the Data Protection Act);
- seeking proposals for conference panels at BISA and ISA;
- seeking proposals for workshops, seminars and working group events;
- administering the working group funds through the GIRWG bank account;

- and organising an AGM (usually held at BISA annual conference).

The convener can co-opt assistants from the working group membership and/or delegate these tasks as they see fit while retaining overall responsibility to BISA for the appropriate running of the working group. Joint conveners are permitted.

2.2 Responsibilities of the postgraduate convener

The postgraduate convener will be a GIRWG member who is enrolled on a PhD programme at the time of election, and will be a BISA member. The postgraduate convener will advocate for the interests of postgraduate scholars within the GIRWG membership. In particular, the postgraduate convener is encouraged to ensure the presence of GIRWG within the activities of the BISA Postgraduate Network.

2.3 Terms of office and elections

All conveners will serve two-year terms, and no more than two consecutive terms.

Conveners will be elected by an online ballot of all working group members on the official working group mailing list.

It is the responsibility of the current convener to hold the ballot in the period before their term runs out. Notifications will be provided through the working group email list.

Students may not convene Working Groups on their own, although they may be part of a team alongside professional scholars or practitioners

3. Membership

Anyone can become a member of the working group by emailing the convener with the following information: Name, institution, status, email address, optionally also research interests.

No payment is required. BISA membership is not required for working group membership but it is strongly encouraged.

Unless requested otherwise, members consent to having their information listed in the members' directory on the group's website. Emails can be sent to the working group list through the convener (and subject to their discretion).

Members can propose events for which BISA working group funding can be applied.

The level of funding applied for will be at the discretion of the convener, on criteria of: the level of funds made available by BISA; the number of bids; the fit with the aims of the working group; the potential for original academic outputs; the involvement of postgraduate students; the number of working group members involved; value for money.

Members can propose panels for working group and/or BISA slots at BISA and ISA conferences. The ranking of these proposals will be at the discretion of the convener, on criteria of: the fit with the aims of the working group; the potential for original academic outputs; the number of working group members involved.

4. Amendments to the constitution

Amendments to the constitution can be made following a proposal circulated by email in advance of the AGM (usually held at the BISA annual conference), followed by a discussion with members at the

AGM at which a vote may be taken, and a summary of the discussion circulated by email following the AGM. After following this process, and taking reasonable consideration of the views and advice of members, and BISA regulations, changes to the constitution can be made by the convener.

5. Complaints

Complaints about the running of the working group should be resolved in the first instance through the convener or the membership. If this fails complaints can be made to the BISA Trustee responsible for working groups. See <http://bisa.ac.uk/>