

# **Statutes for the Scandinavian Academy of Industrial Engineering and Management (ScAIEM)**

**Decided on the Constitutional Assembly, Linköping, Sweden, November 28, 2012  
Adjusted March 21, 2017**

## **1) Purpose**

The aim of the Scandinavian Academy of Industrial Engineering and Management (hereby called the Academy) is to strengthen academic education and research within the field of Industrial Engineering and Management in Denmark, Finland, Iceland, Norway, and Sweden.

The Academy shall consequently:

- Promote academic education at basic and advanced levels, specializing in Industrial Engineering and Management at faculties of engineering in the above-mentioned countries.
- Promote research and postgraduate studies with specialization in Industrial Engineering and Management at faculties of engineering in the above-mentioned countries.
- Promote interaction between education and research in the field so that they strengthen each other.
- Promote interaction between education, research and employment for graduates specializing in Industrial Engineering and Management.
- Promote systematic analysis of the content, direction and quality of education in the Industrial Engineering and Management field.
- Promote greater cooperation between the various educational and research institutions in the field.
- Promote cooperation between individuals of different sub disciplines and subareas of the field.
- Enable academic teachers and researchers having interests in the field to make contacts and get to know one other.
- Promote cooperation with similar associations in other countries.

## **2) Membership**

*Individual membership* is open to academic teachers, researchers and graduate students in Industrial Engineering and Management and related management topics at Faculties of Engineering in Denmark, Finland, Iceland, Norway, and Sweden

Teachers, researchers and graduate students from related academic disciplines with an interest in the field are also welcome to become individual members of the Academy.

*Institutional membership* is open to institutions of Industrial Engineering and

Management (or equivalent) at the Faculties of Engineering in Denmark, Finland, Iceland, Norway, and Sweden.

### **3) Fiscal Year**

The Fiscal Year of ScAIEM is July 1 – June 30.

### **4) General Meeting**

The Academy's *General Meeting* is the highest decision-making body and is composed of the Academy's individual members. The *Annual General Meeting* is held once a year, during the Fall semester.

General Meetings are convened by the Board. Notice to attend shall be in writing and the individual members to hand no later than four weeks prior to the meeting.

Only the registered individual members of the Academy have the right to vote at the General Meeting.

Motions to the General Meeting may be submitted by any member of the Academy. The motion shall be in writing and shall be the board to hand no later than two months prior to the meeting.

*Extraordinary General Meeting* may be held if the Board, or ten percent of the Academy's individual members, so request. Notice to attend the Extraordinary General Meeting shall be in writing and the individual members to hand no later than four weeks prior to the meeting. At the extraordinary general meeting only issues specified in the notice can be decided.

*The Agenda of the Annual General Meeting* shall include:

- a) Establishment of the Voting list
- b) Approval of the Notice to attend the General Meeting
- c) Determination of the Agenda
- d) Election of Chairperson, Secretary, two Meeting Adjusters, and two Vote Counters for the General meeting
- e) The Board's Annual Report and the Financial Report for the preceding fiscal year
- f) The Auditors' Report for the preceding fiscal year
- g) Decision on Freedom of Liability of the Board for the preceding fiscal year
- h) Decision of the Budget for the coming fiscal year
- i) Decision of Membership Fees for the coming fiscal year
- j) Election of Chairperson
- k) Election of Vice Chairperson
- l) Election of Board Members
- m) Election of a Nomination Committee consisting of at least two members
- n) Election of two Auditors and one deputy auditor
- o) Bills
- p) Motions
- q) Other issues

## **5) Board**

The Board consists of eight members, including the chair person and the vice chair person. One member should be an active PhD student. The term of office is two years, except for the PhD student, whose term of office is one year. Re-election is possible.

## **6) Audit**

The Academy's financial accounts shall be kept in good order under GAAP. Two auditors appointed by the General Meeting shall audit the accounts.

## **7) Nomination Committee**

The Nominating Committee shall to the General Meeting submit proposals for Board members, Auditors and a New Nomination Committee.

## **8) Changes of the Statutes**

Changes of the Statutes shall be decided in two consecutive General Meetings at least three months apart. At least one of these meetings has to be an Annual General Meeting.

## **9) Resolution**

The dissolution of the Academy requires decisions on two consecutive Annual General Meetings.

The Academy's assets shall be distributed as decided at the meeting, which makes the second decision on resolution.

## **10) Transitional Provisions**

At the inauguration of the Academy, the first Board is elected with three members with one-year term of office and four-members with two years term of office.