

## **IDEAS Statutes**

### **Art. 1 Name**

IDEAS – Inclusion, Diversity and Equality Association of Swiss Universities- is an association of University departments and offices for Gender Equality and Diversity in Switzerland in the legal form of an association in accordance with Art. 60ff ZGB.

### **Art. 2 Seat**

IDEAS is based in Berne.

### **Art. 3 Purpose**

<sup>1</sup> IDEAS is a body that campaigns for real gender equality, equal opportunities and diversity in the university sector at the national level through statements, actions, projects and public relations work. These are in particular:

- The development, support and implementation of measures to increase the proportion of women in those university areas in which women are underrepresented;
- Supporting the institutionalisation of women's and gender studies in teaching and research;
- The anchoring of equal opportunities, inclusion and diversity in all areas of the universities as well as in cantonal and national higher education and science policy to be implemented at all levels at the universities.

<sup>2</sup> IDEAS serves the merged university departments for equality and diversity for the exchange of information, mutual support, coordination as well as for the planning, preparation, and realisation of joint activities at the national level and as representation in national bodies.

<sup>3</sup> IDEAS uses all possibilities of cooperation that are appropriate.

### **Art. 4 Membership**

<sup>1</sup> Members of IDEAS are the departments and offices for equality and diversity of Swiss universities and higher education institutions.

<sup>2</sup> The admission of members is made by the General Assembly.

<sup>3</sup> IDEAS may admit members with an advisory vote.

<sup>4</sup> IDEAS may invite other persons in an advisory capacity as permanent guests to attend meetings or to discuss individual items on the agenda.

### **Art. 5 Bodies**

The bodies of IDEAS are:

- the General Assembly
- the Presidium (President and Vice-President)
- the Executive Board (Presidium, Treasurer)
- working groups.

## **Art. 6            General Assembly**

<sup>1</sup> The General Assembly shall meet at least twice a year - once in the summer semester, once in the winter semester. Other events are organised for the members as required and needed.

<sup>2</sup> The invitation plus agenda (and all information and documents required to make any decisions requested from the General Assembly) shall be sent at least 14 days before the date of the meeting. Motions of the members shall be submitted in writing to the Presidium up to three weeks before the General Assembly.

<sup>3</sup> The General Assembly shall be responsible for the following business:

- Election of President and Vice-President;
- Election of the Board of Directors;
- Election of the Treasurer;
- Acceptance of the annual report;
- Admission of new members;
- Amendment of the statutes;
- Decisions on joint projects;
- Delegation of members to other bodies with a similar purpose;
- Formation of working groups, which may also include external experts.

## **Art. 7            Resolution**

<sup>1</sup> Each university department or office for equality and diversity has one vote.

<sup>2</sup> As a matter of principle, IDEAS strives for consensus decisions. If no consensus can be reached, the majority of the members present shall decide.

<sup>3</sup> Each member has a veto right over interventions in its own area of competence. No member can be forced to participate in IDEAS joint projects.

<sup>4</sup> All resolutions may also be passed by circular letter. The resolutions shall be recorded in the minutes.

<sup>5</sup> If a member is prevented from attending the meeting, it may be represented by a member of the respective university. The representative shall have full voting rights.

<sup>6</sup> At the request of a member, votes and elections shall be conducted by secret ballot.

## **Art. 8            Presidium and Executive Board**

<sup>1</sup> The Presidium consists of the President, Vice-President and Treasurer. In the distribution of these offices, the representation of the different language regions shall be taken into account as far as possible. The Presidium is supported by a Board of Directors.

<sup>2</sup> The Presidium and the Executive Committee shall be elected for a term of two years and may be re-elected no more than twice.

<sup>3</sup> The Presidium has the following tasks:

- Preparation and chairing of the General Assembly, in particular drawing up the agenda, taking due account of the needs and wishes of the members;
- Representing IDEAS externally and safeguarding its interests;
- Preparation of an annual report for each calendar year.

<sup>4</sup> The Vice Presidium supports the Presidium in its tasks and acts as deputy.

<sup>5</sup> The Executive Board shall support the Presidium in the performance of its duties.

<sup>6</sup> The Treasurer shall be responsible for the collection and administration of membership fees.

## **Art. 9            Finances / Liability**

<sup>1</sup> IDEAS is a non-profit association. To cover external services necessary for the functioning of the association, it charges membership fees.

<sup>2</sup> The annual budget including the membership fees shall be determined by the General Meeting at the last meeting of each year for the following year.

<sup>3</sup> The Association shall not be liable for any financial obligations of its members unless these are contractually agreed.

## **Art. 10            Contributions for joint activities and projects**

<sup>1</sup> In the case of joint projects, the General Assembly shall appoint one or more members who are responsible for the implementation as project management. The project management is also responsible for the accounting and the collection of payments.

<sup>2</sup> The members of IDEAS shall transfer the project amounts they have pledged to the treasurer in accordance with the invoice.

## **Art. 11            Amendment of the Articles of Association / Dissolution of IDEAS**

Two thirds of the votes of all members are required for the amendment of the statutes as well as the dissolution of IDEAS.

**Art. 12**                      **Coming into force**

<sup>1</sup> The Statutes were approved at the General Assembly of KOFRAH / CODEFUHES / CODEUS on 3 April 2001.

<sup>2</sup> The changes concerning Italian naming, introduction of membership fees and creation of the office of Treasurer were approved by the General Assembly of KOFRAH / CODEFUHES / CODEUS on 1 November 2007.

<sup>3</sup> The changes concerning members with advisory vote and the Executive Board were approved by the General Assembly on 17 November 2011.

<sup>4</sup> The deletion of the annex to the statutes of KOFRAH / CODEFUHES / CODEUS: Commission "KOFRAH / CODEFUHES / CODEUS - genderstudies.ch" was approved by the General Assembly on 17 November 2011 in consultation with Prof. Andrea Maihofer and Prof. Brigitte Schnegg, as the corresponding commission no longer exists.

<sup>5</sup> The change of the association name from KOFRAH / CODEFUHES / CODEUS to IDEAS - Inclusion, Diversity and Equality Association of Swiss Universities was approved by the General Assembly on 18 November 2019.

<sup>6</sup> The extension of competences was approved by the General Assembly on 19 November 2020 in order to follow the current objectives and competences of the university departments for equality and diversity.

The President,



Christiane Löwe

Department of Gender Equality and Diversity, University of Zurich

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