

ICOM - ICME

International Committee  
for  
Museums of Ethnography

1. NAME: The name of organization is the International Committee of Museums of Ethnography (ICME).
2. PURPOSE: The International Committee for Museums of Ethnography (ICME) is concerned with the ethnographic collections of museums either from their own or other countries throughout the world. Voting members are entitled to receive newsletters twice a year, either in English or in French. (ICOM 1992, abridged programs)

3. RELATIONS WITH WITH ICOM:

ICME is an international Committee of the International Council of Museums (ICOM) established under Article 17 para 3 of the Statutes of ICOM. Its activities are at all times subject to the Statutes and to these Rules, made in accordance with Article 28 of the Statutes.

4. MEMBERSHIP: The membership of ICME will include Individual Members or designated representatives of Institutional Members of ICOM who request membership of the Committee.

Members of the Committee will be:

(a) Voting members, being members of ICOM who have nominated ICME as the Committee of which they wish to be a voting member; or

(b) Non-voting members, being members of ICOM who have sought membership of the Committee but who are voting members of another International Committee.

(c) Membership of the Committee shall cease if the member (i) resigns from the Committee, or (ii) ceases to be a member of ICOM for any reason.

5. RIGHTS OF MEMBERS:

(a) Upon admission of a person to membership of the Committee membership rights include the right to participate in the activities and program of the committee, to attend meetings organized by the Committee, and to have the right to buy any publications produced by the Committee for sale to members.

(b) Voting members have the right to vote in the business meetings of the Committee, to stand for election to the Executive Board, to vote in the Board elections and to be designated as a representative of the Committee to vote at the General Assembly of ICOM and in the election of the Executive Council.

(c) Non-voting members may not vote in the affairs of the Committee nor stand for election to the Executive Board.

## 6. MEETINGS OF ICME:

(a) The Committee shall hold such meetings as it considers necessary for the attainment of its objectives and the carrying out of its programs.

(b) The Committee shall meet in plenary session each year if possible, and unless the Executive Council of ICOM agrees to the contrary, always in conjunction with the General Assembly of ICOM. At least six months notice shall be given to all members of the Committee of the place and dates of plenary meetings.

(c) The triennial plenary meeting held in conjunction with the General Assembly shall be the principal business meeting of the Committee. Its agenda shall include:

(i) a report on the work of the Committee during the preceding triennium;

(ii) presentation of a report on the finances of the Committee for the preceding triennium;

(iii) a review of the draft triennial program of ICOM and adoption of the work program of the Committee for the forthcoming triennium;

(iv) a review of the activities of any working groups and renewal of their mandates if appropriate;

(v) adoption of a budget for the following triennium; and

(vi) election of the Executive Board.

(d) The quorum for the triennial plenary meeting shall be 10 percent of the voting membership of the Committee present personally or by proxy.

(d) At triennial plenary meetings of the Committee, each voting member shall be entitled to one vote on any matter before the Committee. An Institutional Member may, in writing, designate a person to vote on its behalf.

(f) The Committee may convene meetings at the regional or subregional level; all members of the Committee shall be entitled to attend such meetings.

(g) In accordance with ICOM Statutes, Article 17, para 10, the Chairperson of the Committee shall inform the Chairperson of the National Committee (if one exists) in the State in which any meeting of the Committee is to be held, of the date, place and subject of the meeting.

## 7. MANAGEMENT OF THE ICME:

(a) The affairs of ICME will be managed by an Executive Board, comprised of members of the Committee elected by the voting members. Elected members of the Board shall be elected for a period not exceeding three years but may be re-elected if eligible under Article 17, para 4 of the Statutes. The elected members of the Board will consist of a Chairperson and at least five other persons, including such additional office-bearers as the Committee considers necessary.

(b) No more than two members from any one country may be elected to the Executive Board. In order to ensure adequate geographic representation, the elected members of the Board may co-opt additional members (not exceeding one third of the number of elected members) from regions not sufficiently represented by elected members.

(c) Any voting member of the Committee in good standing, including a designated representative of an institutional Member is eligible to stand for election to the Executive Board.

(d) The Executive Board shall be elected at the triennial plenary meeting of the Committee, by voting members. The outgoing Executive Board will invite nominations for the next Executive Board at least four months before the triennial plenary meeting, and shall inform voting members of the names and qualifications of candidates at least two months prior to the date of commencement of the meeting. A voting member who is unable to attend the triennial plenary meeting may authorize, in writing, another voting member to vote on his or her behalf at the election or may vote by mail.

(e) If a member of the Executive Board ceases to hold office for any reason during the period between the triennial plenary meetings, the position may be filled by another voting member of the Committee until the next triennial meeting is held.

(f) The Executive Board shall elect a Chairman and other officer-bearers at an Executive Board meeting before the conclusion of the triennial plenary meeting.

(g) The Chairman shall not serve in that position for more than two terms or six consecutive years.

(h) The Executive Board shall meet as often as it deems necessary but not less than once in each year.

(i) The quorum for a meeting of the Executive Board will be one third the number of Board members present personally.

8. ROLE AND RESPONSIBILITIES OF THE EXECUTIVE BOARD:

(a) The Executive Board is responsible for managing the affairs of the Committee and for ensuring that the requirements of the Statutes of ICOM, and of these Rules, are met.

(b) The Executive Board shall, each calendar year, prepare a report on the activities of the Committee during the preceding year, which shall be sent to all members, and considered at the annual plenary meeting (if one is held). The report shall be transmitted to the Secretary-General for submission to the Executive Council and the Advisory Committee of ICOM.

(c) The Executive Board shall, when requested to do so by the Secretary-General, transmit a report on the work of the Committee for the preceding triennium to the Secretary-General for submission to the Executive Council, the Advisory Committee and the General Assembly of ICOM.

(d) The Executive Board shall designate two voting members of the Committee to vote on its behalf at the General Assembly and in the election of the Executive Council, or if the Committee does not expect to be represented at the Assembly, advise the Secretary-General of its intention to vote by mail.

(e) The Executive Board shall, at least six months prior to the General Assembly, submit to the Secretary-General its comments on the draft triennial program of ICOM and a draft of its own proposed triennial program of work for inclusion in the final triennial program of ICOM for consideration at the General Assembly.

(f) The Executive Board shall ensure that members of the Committee are kept fully informed of the work of the Board, of its plans for activities of the Committee and of any other matters relevant to the work and functions of the Committee. It may publish a regular Newsletter or communicate with the members by such other means it deems appropriate.

9. FINANCES OF THE INTERNATIONAL COMMITTEE:

(a) The Committee is entitled to raise such funds for its operations as it considers necessary. It may not impose any annual membership subscriptions on ICOM members, but is entitled to impose a subscription for specific services.

(b) Subject to confirmation by the Executive Council in the light of the annual budget of ICOM, the Committee shall receive a subvention from ICOM for each voting member which, on request from the Committee, shall be paid no later than 30 June in each calendar year.

(c) The Committee may impose such charges for participation in meetings as it deems necessary.

(d) The Committee may receive grants and donations and accept underwriting from sponsors.

(e) The Committee shall keep proper accounts of all monies received and expended on an annual basis. A report on the finances of the Committee shall be presented to the members at each plenary meeting of the Committee.

(f) The Committee shall transmit a copy of the report on the finances of the Committee to the Secretary-General of ICOM for presentation to the Executive Council.

10. AMENDMENTS TO THE RULES:

(a) The Rules of the Committee adopted at the plenary meeting of the Committee, may be amended at any subsequent annual plenary meeting of the Committee.

(b) Any suggested amendments to the Rules must be proposed and seconded by voting members of the Committee in good standing. The text of any proposed amendment, together with any explanatory material, shall be sent to the voting members of the Committee at least twenty-eight days prior to the annual plenary meeting at which they are to be considered.

(c) Adoption and amendment of the Rules shall require a three-quarters majority of the members voting, either personally or by proxy.

11. DISSOLUTION OF THE COMMITTEE:

(a) The Committee shall be dissolved by a decision of the Executive Council taken in accordance with the Statutes, Article 17, para 12.

(b) In the event that the Committee is dissolved, its assets (if any) shall be transferred to ICOM headquarters and shall be dealt with in such manner as the Executive Council thinks fit.