



**International Society for Education through Art  
Société Internationale pour l'Education à travers l'Art  
Internationaler Kunsterzieher-Verband**

# **CONSTITUTION and RULES**

**(Amended 13 July 1997)**

InSEA is the International Non-Government World Organization for Education through Art in Consultative Relations with UNESCO



# CONSTITUTION

## PREAMBLE

The MEMBERS of the International Society for Education through Art

## BELIEVING

- That: Creative activity in art is a basic need common to all people; and Art is one of human kind's highest forms of expression and communication;
- That: Education through art is a natural means of learning at all periods of the development of the individual, fostering values and disciplines essential for full intellectual emotional and social development of human beings in a community;
- That: Association on a world-wide basis of those concerned with education through art is necessary in order that they may share experiences, improve practices and strengthen the position of art in relation to all education;
- That: Co-operation with those concerned in other disciplines of study outside the teaching profession and domains of education would be of mutual advantage in securing closer coordination of activities directed to solving problems in common;
- That: International cooperation and the better understanding between peoples would be furthered by a more completely integrated design and permanent structure for the diffusion of beliefs and practices concerning education through art, so that the right of individuals freely to participate in the cultural life of the community, to enjoy the arts and to create beauty for themselves in reciprocal relationship with their environment, would become a living reality;

## RESOLVE

To support an International Society for Education through Art in accordance with the foregoing statement of principles and beliefs, with a duly adopted Constitution and Rules, and to accept for Membership in the Society those individuals and organizations that shall undertake to abide by the Constitution and Rules of the Society.

Articles of government amended this thirteenth day of July in the year nineteen hundred and ninety-seven by resolution of a two-thirds majority of members present at the General Assembly held in Glasgow, Scotland.

#### **Article I: NAME**

The title of the organization in the English language shall be:  
International Society for Education through Art

The title of the organization in the French language shall be:  
Société Internationale pour l'Education à travers l'Art

For all practical purposes the acronym 'InSEA' shall be adopted for use in all countries.

The InSEA name shall only be used with the approval of the Council of InSEA. If approved by Council the following words are to be used: InSEA is an International Non-government World Organization for Education through Art in Consultation with UNESCO.

#### **Article II: PURPOSE**

The purpose of the Society shall be the encouragement and advancement of creative education through art and crafts in all countries and the promotion of international understanding. This purpose shall be achieved by such means as the publication of a newsletter or journal, the exchange of information, persons and materials; the organization of exhibitions of original works, reproductions and illustrations of methods of art education; the organization of conferences, meetings and study groups; the encouragement and coordination of researches concerned with art education; the establishment of an international institute for art education.

#### **Article III: LOCATION**

The headquarters of the Society shall be temporarily located at the address of the Secretary appointed by the Council and, subsequently, the permanent location shall be determined by the General Assembly of the Society.

#### **Article IV: MEMBERSHIP**

Membership in the Society shall be of two main categories Active and Associate - each comprising classifications as set out below and as defined in the Rules:

- a. Active members shall be :
  - i. Individual members including Founder and Honorary members;  
Organisational and Institutional members.
  
- b. Associate members shall be:
  - i. Student members;
  - ii. Supporting members;
  - iii. Patron members;
  - iv. Provisional members.

#### **Article V: GENERAL ASSEMBLY**

- a. The General Assembly of the Society shall consist of the full active membership present and in good standing.
  
- b. The General Assembly shall determine the main lines of policy of the Society and shall

- conduct its proceedings in accordance with the Constitution and Rules.
- c. The General Assembly shall meet periodically, normally at each World Congress of the Society, by call of the Secretary acting upon the instruction of the World Council.
  - d. The General Assembly may also be convened at the written request of a simple majority of the Active Membership.

#### **Article VI: WORLD COUNCIL**

- a. A World Council shall be responsible to the General Assembly for the conduct of the affairs of the Society between meetings of the General Assembly.
- b. The World Council of the Society shall consist of the officers and not less than six members-at-large. The size of the World Council shall not exceed twenty- four members.
- c. The World Council may co-opt up to four additional members as temporary advisers and for a period of not more than three years; these shall be individuals who, because of special responsibilities in the Society, may better contribute to its activities by working closely with the World Council.
- d. For the conduct of routine or emergency tasks between its meetings, the World Council shall delegate the necessary powers to an Executive Board, comprising the President, the immediate Past President, two Vice-Presidents, the Secretary and the Treasurer, and the editor of InSEA News if this post is not otherwise occupied by one of the members of the Executive Board.
- e. The World Council shall meet, as far as possible, at intervals of not more than twelve months, and, in any event, shall hold meetings in conjunction with all General Assemblies of the Society.
- f. During meetings of the General Assembly held at the time of the election of officers and World Council members, the newly elected officers and World Council members shall meet together with the outgoing officers and World Council members.
- g. Should a situation arise whereby it would be impossible to hold a meeting of the General Assembly before the expiration of the terms of the officers and members-at-large, the World Council shall prolong its terms of office until such time as a meeting of the General Assembly can be held, or until such time as, by correspondence, suitable action can be taken for the well-being of the Society. Such prolongation of office shall not exceed a total period of eighteen months.

#### **Article VII: OFFICERS**

The officers of the Society shall be the President, the immediate Past President, two Vice Presidents, the Secretary, and the Treasurer.

#### **Article VIII: SECRETARIAT**

The General Assembly may recommend the appointment of a salaried official to serve as Secretary-General of the Society and of such other secretarial assistants as may be judged necessary.

**Article IX: ELECTION AND TERMS OF OFFICERS AND MEMBERS-AT-LARGE**

- a. The officers and members-at-large of the World Council shall be nominated by a Nominating Committee and shall be elected by the General Assembly in accordance with the procedures set out in the Rules.
- b. The terms of office of the officers, members-at-large and co-opted members shall be for three years. Co-opted members shall serve in a temporary advisory capacity and normally shall not hold office for a period of more than three years. The President and the Vice-Presidents normally shall not be eligible for immediate nomination or election to the same offices as those they hold.
- c. The number of times a member may be elected to World Council shall be limited to two re-elections (a period of nine years). This period of nine years shall not be deemed to include one or more terms as an elected officer of the Society. An ordinary member of World Council shall again be eligible for election to World Council after a period of not less than three years has elapsed.

**Article X: INSTITUTE FOR EDUCATION THROUGH ART**

- a. An Institute for Education through Art may be established under Charter by the Society.
- b. In the event of the establishment of an Institute for Education through Art:
  - i. the World Council of the Society shall constitute the Board of Directors;
  - ii. the World Council shall appoint an Institute Director who may be also the Secretary-General of the Society and who, during the period of their Directorship, shall be ex officio a member of the World Council.
- c. The Institute shall have its own administrative organization and treasury.

**Article XI: BOARDS OF THE WORLD COUNCIL**

- a. An EDITORIAL BOARD of at least three members shall be appointed by the World Council and shall carry out the publication functions of the Society under the general authority of the World Council to which it shall be responsible.  
The Chair person of the Editorial Board, who shall be normally the editor of InSEA News, shall be an ex officio member of the Executive Board.
- b. A RESEARCH BOARD of at least six members shall be appointed by the World Council and shall carry out such functions as are assigned to it by the World Council and to which it shall be responsible. Its objects shall be to:
  - i. initiate and promote cross-cultural and multi-cultural research in art education and related fields;
  - ii. advise members of InSEA in the conduct of research in art education and related arts subjects;
  - iii. advise members of InSEA in aspects of teaching and development of research-based courses in art education;

- iv. serve, in a consultative capacity, InSEA congress organisers in the organisation and promotion of research conferences and pre-conferences;
  - v. facilitate identification and dissemination of significant research issues and methodologies in art education that are of international importance;
  - vi. support members of InSEA in their efforts to win research funding by approving suitable projects as consistent with the objects of InSEA;
  - vii. influence the priorities of research funding agencies in support of InSEA approved research projects;
  - viii. actively seek funding for art education research;
  - ix. facilitate interaction and information exchange between InSEA members engaged in research;
  - x. encourage contribution to data-bases and journals reporting art education research;
  - xi. encourage distribution of refereed proceedings from research conferences.
- c. An AFFILIATIONS BOARD of at least three members shall be appointed by the Council and shall advise the World Council on all matters related to organisational membership and affiliated organisations, or to organisations which wish to become affiliates of the Society.

#### **Article XII: DUES**

Dues shall be established by the World Council of the Society on a unit basis as set forth in the Rules. Members shall be in good standing in any year in which their appropriate dues are paid. The fiscal year shall extend from 1 July until 30 June.

#### **Article XIII: AFFILIATION**

- a. The Society, upon approval of the General Assembly, may affiliate with such other international organizations as may be desirable.
- b. Any art education organisation which is an Organisational member of InSEA may apply for acceptance as an Affiliated Organisation of InSEA if it pursues similar goals.

#### **Article XIV: AMENDMENTS**

Amendments to the duly adopted Constitution and Rules may be made only by a two-thirds approval vote of the active members in good standing, present and voting at a General Assembly of the Society. The texts of proposed amendments must be presented in writing to the World Council six months before a meeting of the General Assembly and be sent to members of the Society at least 90 days in advance of such a meeting.

#### **Article XV: OFFICIAL LANGUAGES**

The official languages of the Society shall be the working languages of the United Nations Education, Scientific and Cultural Organisation (UNESCO), namely English and French. Meetings of the General Assembly shall be conducted in both languages. The affairs of the Society shall be

conducted in another language or other languages when considered necessary.

#### **Article XVI: DISSOLUTION**

Any proposal for dissolution of the Society shall be sent in written notice to all members of the Society at least 90 days before a meeting of the General Assembly especially convened for this purpose, and such dissolution shall be pronounced only by a two-thirds approval vote of the active members in good standing, present and voting at the General Assembly.

The same General Assembly shall determine the manner in which any assets remaining to the Society shall be disposed. In the event of it being impossible to hold such a meeting of the General Assembly, the proposed dissolution shall be dealt with by postal vote and the Executive Board shall determine the manner of disposing of assets.

#### **Article XVII: REGIONAL COUNCILS**

- a. Regional Councils of InSEA shall be formed based on geographical areas determined by the World Council.
- b. Regional Councils shall have statutes in accordance with the InSEA Constitution and approved by the World Council.
- c. Chairpersons of Regional Councils shall be ex officio members of the World Council.
- d. Members of the World Council shall be ex officio members of the Council in the Region in which they reside.
- e. An elected member of the World Council shall not hold office within a Regional Council.

#### **Article XVIII: CONGRESSES OR MEETINGS OF InSEA MEMBERS**

- a. affiliated organisations that seek to organise InSEA World and Regional congresses or other conferences held under the auspices of InSEA shall comply with the guidelines for the organisation of such events that shall from time to time be published by the World Council.
- b. Plans for all such events shall be submitted for approval to the World Council through the Executive Board and a formal and binding 'Memorandum of Agreement' shall be entered into by all the parties concerned.

# RULES

## A : MEMBERSHIP (Art. IV)

Applications for all categories of membership, except that of founder members, shall be subject to decision by the World Council. All categories of membership shall be subject to the payment of the appropriate dues.

## B : DEFINITIONS OF MEMBERSHIP (Art. IV)

### 1. Active Members

- a. Individual members shall be those persons engaged in education through art who may be elected by the World Council.

Founder members are those of the participants and staff of the Unesco Seminar, Bristol, United Kingdom, 1951, who, on or before 31 December, 1952, have agreed to act as Founders of the Society and have signed the Constitution.

Honorary members shall be individuals that, having been duly nominated and seconded by active members of the Society and who in the judgement of the World Council have rendered exceptional service to the international cause of education through art, subsequently are elected to honorary membership of the Society by a two-thirds majority of those present and voting at a meeting of the World Council.

- b. Organisations or institutions concerned with or related to the arts or art education may apply for membership of InSEA. Membership shall be granted to organisations and institutions which meet certain requirements, namely:
- i. to be eligible for membership an organization shall be obliged to show:
    - that its major purpose is the furtherance of education through art in accordance with the basic principles of the International Society as set forth in the Preamble to its Constitution;
    - that it has been in existence for a period of at least three years and has demonstrated through its activities that it is effective in its avowed purposes;
    - that it operates under a Constitution with duly elected officers and a governing body.
    - a country may have any number of group memberships. In addition, each country may form one national committee for InSEA consisting of individual members and/or groups which shall be representative of the whole country.
  - ii. to be recognized as a member of the International Society an organization shall be required:
    - to submit written application to the Secretary of the International

Society, including:

Statement of Aims;  
Copy of Constitution and Rules;  
List of Officers;  
Record of activities for the immediate past three years;  
Statement of the total number of members.

- to be elected provisionally by the World Council and confirmed in membership by the next succeeding meeting of the General Assembly.
- iii The subscription fee for an Organisational or Institutional Member of InSEA is equivalent to *two* individual memberships as approved by the World Council and in force at the time of subscription, except for an organisation consisting solely of InSEA members for which no additional subscription is due.
- iv An Organisational or Institutional Member is eligible to:
- receive *two* copies of all information sent to InSEA members including InSEA News, (other than organisations consisting solely of InSEA members).
  - exercise *two* votes in any appropriate InSEA election and in the General Assembly of InSEA.

## 2. Associate Members

- a. Student members shall be individuals training in art or art education, attending recognized institutions of higher education for such a purpose on a full time basis during the year in which they apply for membership of InSEA; they shall be accepted upon submitting a signed certification by a responsible authority in the institution they are attending stating that they are bona fide students.
- b. Supporting members shall be individuals not eligible for active membership who wish to further education through art in accordance with the principles of the Society.
- c. Patron members shall be those persons and organizations which, interested in promoting education through art, desire to aid InSEA by increased financial support. These shall be accepted as patrons upon donation of an appropriate subscription. Patrons may be accepted also for active membership if they fulfil the necessary requirements.
- d. Institutional members shall be educational institutions, foundations, research organizations, and so on, which are interested in or concerned with education through art.
- e. Provisional members shall be those organizations for education through art which either have not been in existence for at least three years, or which apparently fulfil the conditions required for active membership, have made application to the World Council and have been accepted on a provisional basis but have not been confirmed in active membership by the General Assembly.

## C : RIGHTS AND' PRIVILEGES OF MEMBERSHIP (Art. IV)

## 1. Active Members

### a. Individual members

- i. shall have the right to attend all meetings of the General Assembly;
- ii. shall have the right to vote in all elections and meetings of the General Assembly;
- iii. shall be eligible for election as officers or members-at-large of the World Council;
- iv. shall receive all general publications of the Society.

### b. Group members

- i. shall have the right to send to meetings of the General Assembly one delegate for each unit of dues paid; such delegates shall be required to be duly accredited by the officers prior to any meeting of the General Assembly.
- ii. shall have the right to participate in the voting for elections and in meetings of the General Assembly, in accordance with the procedures for voting as set forth in these Rules;
- iii. shall have the right to propose to the Nominations Committee, for consideration for potential candidature to office or World Council one (or more) of its members including those not otherwise qualifying for nomination and election;
- iv. shall receive one copy of all general publications of the Society for each unit of dues paid.

## 2. Associate Members

### **Student, Supporting and Patron members:**

- i. shall have the privilege of attending open meetings of the General Assembly;
- ii. shall receive the general publications of the Society;
- iii. shall not have rights of voting, of election to office, or to membership of the World Council.

### **Institutional members:**

- i. shall have the privilege of sending observers to open meetings of the General Assembly;
- ii. shall receive two copies of all general publications of the Society;
- iii. shall not have rights of voting, of election of representatives to office, or to membership of the World Council.

### **Provisional members**

- i. shall have the privilege of sending to meetings of the General Assembly one observer for each unit of dues paid; such observers shall be required to be duly accredited by the officers prior to any meeting of the General Assembly;

- ii. shall receive one copy of all general publications of the Society for each unit of dues paid;
- iii. shall not have rights of voting, nomination, or election of representatives to office, or to membership of the World Council except by special decision and invitation of the World Council.

## **D : PROCEDURES FOR VOTING**

### **1. General**

Unless otherwise stated in the Constitution and Rules, voting in the General Assembly shall be by simple majority of the votes cast.

### **2. Active Members**

- a. Individual and founder members:
  - i. shall have each one vote in elections, in meetings of the General Assembly, and in postal ballots.
- b. Group members:
  - i. group members shall have one vote for each unit of dues paid, up to but not exceeding fifteen;
  - ii. between any two consecutive meetings of the General Assembly, the persons or persons designated by a society (or societies) shall exercise the right to vote on behalf of the national organizations in the given Country in the event of any voting taking place by postal ballot; it is to such persons that voting papers will be communicated by the Secretary and, unless otherwise specified in writing, this shall be the person or persons who has exercised the vote at the immediate past General Assembly.

## **E : GENERAL ASSEMBLY (Art. VI)**

- a. The date and place of meeting of the General Assembly shall be fixed by the World Council and communicated by the Secretary to members in good standing, at least one year in advance. The draft agenda for each meeting shall be communicated sixty day's in advance.
- b. The Chairperson of the General Assembly shall be the President of the Society, or, in the absence of the President, one of the Vice-Presidents in order of seniority by age, or a World Council member-at-large, in order of seniority by age.
- c. Reports of the World Council shall be presented to the General Assembly by the President or one of the officers designated by the President.

## **F : WORLD COUNCIL (ART. VI)**

- a. A quorum of the World Council shall be one-third of its members. The President of the Society shall be Chairperson of the World Council or, in the absence of the President, the next senior

- officer present as determined under the Rules i.e. Art. VI: General Assembly, B. The Chairperson shall vote only to break a tie.
- b. As soon as possible after the beginning of a term of office each World Council shall survey the possibilities of holding a meeting with a quorum assured and shall delegate the necessary powers to an Executive Board as defined under Article VI,D.
  - c. The World Council shall codify its Rules of Procedure and those of the Executive Board. These Rules, and any changes to them, shall be proposed at the earliest opportunity for incorporation in these Rules as additions or amendments thereto. In the event of failure to secure the adoption of such Rules and/or amendments by the General Assembly, the World Council shall offer suitable proposals for alternative procedures at the same or succeeding General Assembly.
  - d. Voting will take place within World Council meetings by members or by approved deputies. Anyone attending as a deputy must have their name submitted to the President for approval one month before meetings. Such deputies must be active members of InSEA and be in good standing.

#### **G : OFFICERS (Art. VII)**

- a. The rank of officers shall be the President, the immediate Past President, two Vice Presidents, the Secretary, and the Treasurer.
- b. The President shall be regarded as the chief executive officer of the Society, charged with the duty of seeing that appropriate action is taken to implement the policy of the Society as determined by the General Assembly and the World Council. In this respect the President shall act in concert with the other officers, with the support of the members of the Executive Board and, in the event of the appointment of a Secretary-General, with this official's administrative cooperation.

The President shall be empowered to take direct action in an emergency and shall be required to keep the Executive Board informed of all such action in progress. The President shall be responsible in the ultimate resort to the World Council and the General Assembly. The President shall present, or designate the Secretary, Treasurer or Secretary General to present, an annual report and annual accounts to the World Council, and shall arrange for these to be sent once a year, in summarized form, if judged necessary, to all members of the Society. The President shall report on the activities and financial situation of the Society to the General Assembly when it is in session.

- c. The Secretary shall be responsible for conducting the correspondence and for keeping the records of the Society.
- d. The Treasurer shall be responsible for conducting the financial affairs of the Society and shall be bonded in a suitable amount. Funds of the Society shall be disbursed upon authorization of the President or other officers designated by the World Council. The Treasurer shall maintain an accurate register of members and shall present to the World Council a comprehensive account of the financial affairs of the Society at the close of each business year or whenever requested by the World Council to do so.
- e. In the event of temporary incapacity of any officer or vacancy of any office between meetings of the General Assembly, the Executive Board may elect another person for the time being or until such time as normal elections can be held.

#### **H : SECRETARIAT (Art. VIII)**

- a. In the event of the decision by the General Assembly to appoint a salaried official such as a Secretary-General, certain of the duties of the Secretary and the Treasurer shall devolve upon this official and shall be defined by the Executive Board. The selection of a Secretary-General shall be entrusted to the Executive Board and the appointment shall be confirmed by the World Council.
- b. The selection and appointment of staff assistants shall be entrusted to the officers of the Society.

#### **I : NOMINATIONS AND ELECTIONS (Art. IX)**

- a. At least 18 months prior to an election of officers and World Council members , the World Council shall appoint a Nominating Committee comprising a Chairperson, a Secretary and three other members, chosen with due consideration to geographical distribution.
- b. Active members of the Society and, at the discretion and invitation of the World Council, provisional members, shall be entitled to send recommendations for nominations to the Chairperson of the Nominating Committee.
- c. On the basis of such recommendations, and always with due regard to geographical distribution, the Nominating Committee shall prepare a list of potential candidates for election as officers and members of World Council. For this purpose, the Nominating Committee shall be empowered to make recommendations additional to those received from the active members if, in its good judgement, this should be necessary in order to present for election a list of candidates which might best serve the aims and purposes of the Society.
- d. For the office of President, the Nominating Committee shall confine its choice to persons either serving, or who have in the past served, on the World Council of the Society as an ordinary member or as a Vice-President.
- e. Candidates seeking election to the World Council of the Society must have been a full member of the Society for not less than one year prior to the date on which nominations close.
- f. Elections shall be by postal ballot conducted at least 60 days before the opening date of a General Assembly.

#### **J : BOARDS OF THE WORLD COUNCIL (Art. XI)**

- a. Ordinary members of Boards of the World Council shall be appointed by the World Council normally from within its number.
- b. The World Council shall appoint the Chairpersons of each of its Boards normally from within its number.
- c. The Chairperson of the Editorial Board shall be the Editor-in-Chief of the publications of the Society and if not otherwise an elected member of the World Council shall be a member ex officio of the World Council and the Executive Committee.

#### **K : AFFILIATION (Art. XIII)**

- a. An organisation applying for affiliation to InSEA is required to submit to the Secretary of InSEA:

- i. A copy of the Constitution or Statutes of the organisation, in English or in French, which should include:
    - a statement of aims;
    - conditions and categories of membership;
    - procedures for the election of officers and the governing council/committee and the duration of terms of office.
  - ii. Date of formation of the organisation.
  - iii. List of executive officers and governing council/committee.
  - iv. Details of the total number of current members.
  - v. List of InSEA members in the organisation.
  - vi. Current membership subscription rates.
  - vii. Brief description of activities, conferences and publications.
- b. Approval of an organisation is given by the World Council of InSEA on the recommendation of the Affiliations Board.
- c. Affiliation to InSEA is reviewed tri-annually. An Affiliated Organisation is required to submit the following information to the Chairperson of the Affiliations Board via the Secretary of the Society Secretary by July 1st each year or such other time as determined by the World Council:
- i. details of the total number of current members;
  - ii. list of InSEA members in the organisation;
  - iii. list of executive officers and governing council/committee;
  - iv. any changes or amendments to the Constitution or Statutes and membership subscriptions;
  - v. brief description of activities, conferences and publications in the preceding year.
- d. An Affiliated Organisation may include on its official documentation or literature the designation:
- `Affiliated to the International Society for Education through Art`
- or
- `Affiliated to InSEA`
- or
- `An Affiliated Organisation of InSEA`.
- An Affiliated Organisation may *not* use the InSEA logo on its documentation without written permission from the World Council.
- e. Affiliation to InSEA may be suspended or terminated at any time by a decision of the World Council.