



Schweizerische Gesellschaft  
für Anthropologie

Société Suisse  
d'Anthropologie

[www.anthropologie.ch](http://www.anthropologie.ch)

## **Statutes**

On 20 May 1920, the “Schweizerische Gesellschaft für Anthropologie und Ethnologie” (SGAE), “Société Suisse d’Anthropologie et d’Ethnologie” (SSAE), was founded as an association. By resolution of the General Assembly of 14 October 1972, the association is called “Schweizerische Gesellschaft für Anthropologie” (SGA) or “Société Suisse d’Anthropologie” (SSA).

### **I. Name, seat and purpose**

Art. 1. - The Schweizerische Gesellschaft für Anthropologie (SGA) / Société Suisse d’Anthropologie (SSA) is an association within the meaning of Art. 60 et seq. of the Swiss Civil Code.

Art. 2.- The SGA/SSA constitutes a member organisation of the Swiss Academy of Sciences (SCNAT).

Art. 3.- Its seat is located at the place of residence or work of the respective President. Its duration is unlimited.

Art. 4.- The purpose of the SGA/SSA is the promotion and dissemination of the anthropological sciences in general and the encouragement of research in this field in particular.

Art. 5.- The SGA/SSA seeks to achieve its purpose primarily through scientific meetings, through the publication of a journal, and through the exchange of publications and information with other specialist societies. It provides advisory and expert support to authorities and interested institutions.

### **II. Membership**

Art. 6.- The SGA/SSA consists of individual members, collective members, and honorary members.

Individuals who express their interest in promoting anthropological science may be admitted as individual members.

Institutions that demonstrate an interest in the aims of the Society may be admitted as collective members.

Persons who have rendered outstanding services to the Society may be appointed as honorary members.

Art. 7.- Admission to the Society as an individual member requires the approval of the General Assembly.

Collective members are admitted by the General Assembly on proposal of the Executive Board.

Honorary members are appointed by the General Assembly on proposal of the Executive Board or of one quarter of the members of the Society.

Withdrawal from the Society must be communicated to the Treasurer and takes effect at the end of the calendar year.

The membership fee for the current calendar year is fully payable even in the case of withdrawal during the year.

Art. 8.- Individual and collective members pay an annual fee, the amount of which is determined by the General Assembly.

Individual members may acquire lifetime membership by making a one-time payment in the amount of twenty times the annual fee.

This contribution is not refunded in the event of withdrawal.

If a member remains in arrears with the annual fee more than twice despite reminders, the member may be automatically excluded by the Executive Board after a further reminder.

The decision of the Executive Board is final.

### **III. Organisation**

Art. 9.- The organs of the Society are: the General Assembly, the Executive Board, and the Auditors.

Art. 10.- The ordinary General Assembly takes place once a year.

An extraordinary General Assembly takes place if decided by the Executive Board or if one quarter of the members request it.

Motions of any kind must be submitted to the Executive Board no later than four weeks before the General Assembly and communicated to the members on the agenda at least 14 days in advance.

Art. 11.- The General Assembly elects, by absolute majority of the members present, the President, Vice President, Secretary, Treasurer, and the Editor-in-Chief, as well as the Auditors.

The General Assembly approves the annual report and the annual accounts, appoints honorary members, decides on changes to the annual fee and the statutes, and, if applicable, dissolves the Society.

It may exclude members for important reasons.  
A two-thirds majority of the members present is required for the removal of members of the Executive Board.  
Collective members each have one vote.

- Art. 12.- The Executive Board consists of a President, a Vice President, a Secretary, a Treasurer, an Editor-in-Chief, and the assessors.  
The assessors include the former President, the Webmaster, and one representative from each working group.  
The term of office of the members of the Executive Board is generally three years, with the exception of the representatives of the individual working groups, who are elected directly by them.  
The outgoing President, the Vice President, and the Secretary may be immediately re-elected for only one further term in the same function.  
The Secretary may simultaneously perform the function of Treasurer.  
The Webmaster and, if required, a maximum of one additional assessor are elected by the Executive Board.  
The assessors have voting and election rights within the Executive Board.
- Art. 13.- The financial year corresponds to the calendar year.
- Art. 14.- The Executive Board conducts all business of the Society that is not reserved for the General Assembly (Art. 11).  
In addition to the General Assembly, it organises scientific meetings and may convene extraordinary assemblies.  
It prepares the agenda of the administrative and scientific meetings and publishes the minutes.  
It promotes the formation of regional groups and working groups.
- Art. 15.- The President chairs the General Assemblies of the SGA/SSA, the meetings of the Executive Board, and any committees.  
She/ he represents the SGA/SSA externally and is a delegate to the Assembly of Delegates of the SCNAT.  
She/ he conducts all ongoing business jointly with the Secretary and the other members of the Executive Board.  
In the event of a tie, the President has the casting vote.
- Art. 16.- The Vice President supports the President in conducting ongoing business and represents her/him in the event of absence.  
The Vice President is responsible for member recruitment.
- Art. 17.- The Secretary handles the ongoing administrative business.  
She/ he prepares the minutes of the meetings.  
She/ he ensures communication with the members as well as with the organs

of the SCNAT and serves as the contact point for persons and organisations outside the SGA/SSA.

Art. 18.- The two Auditors are elected for three years and are immediately eligible for re-election.

They audit the annual accounts and report on them to the General Assembly.

Art. 19.- The Editorial Committee consists of at least two editors, one of whom serves as Editor-in-Chief on the Executive Board as a voting member and is elected by the General Assembly.

The other editors are elected by the Executive Board upon their own application or on proposal of the Editor-in-Chief.

The collaboration of editors who are not members of the Executive Board may be terminated by either party at any time, subject to a six-month notice period.

The composition of the editorial board is determined by the aims of the SGA/SSA journal; the national languages German and French should, where possible, be represented on the Editorial Committee.

In addition, proof-readers with appropriate skills may also be engaged for proofreading or translation of texts in other languages.

They are likewise appointed by the Executive Board.

Under the leadership of the Editor-in-Chief, the Editorial Committee is responsible for the publication of the journal, the selection and editing of the scientific articles, the editing of the Society's communications, correspondence with reviewers, liaison with the printer, and distribution of the journal to the members by postal or electronic means.

Compliance with legal requirements regarding data protection, intellectual property, and scholarly-ethical guidelines falls under the responsibility of the Editor-in-Chief. Compliance with these requirements is documented by the Editorial Committee. For matters relating to electronic publication and distribution, the Webmaster supports the Editorial Committee.

#### **IV. Accounting**

Art. 20.- The income of the Society consists of membership fees and donations as well as any interest income.

They are administered by the Treasurer.

The accounting year coincides with the calendar year.

The Society's assets alone are liable for the Society's liabilities.

Art. 21.- The Treasurer is responsible for collecting membership fees and issuing reminders; she/ he is responsible for reclaiming withholding tax.

She/ he settles the Society's outstanding invoices.

The Treasurer prepares the annual financial statements and submits them to the Society's Auditors as well as to the SCNAT.

## **V. Publications**

Art. 22.- The SGA/SSA publishes a journal in which original scientific papers, summaries of papers presented at SGA/SSA meetings, communications from the Executive Board, and conference reports are published.

The journal or extracts thereof may be published online; this is done at the discretion of the Executive Board.

The Editor-in-Chief and the Webmaster are responsible for the online publication of the journal.

Members have access to the journal also by electronic means.

Art. 23.- The SGA/SSA maintains a homepage.

The homepage serves communication with the members of the Society and the public and is intended to facilitate the work of the Executive Board.

Furthermore, it is intended to serve the recruitment of new members.

The Webmaster is responsible for the design and structure of the homepage in accordance with the guidelines of the SCNAT and the Executive Board.

She/ he is also responsible for updating the content of the homepage and ensuring its security.

The Executive Board is responsible for the content of the homepage.

## **VI. Amendments to the statutes and dissolution**

Art. 24.- Amendments to the statutes may be adopted by the General Assembly with at least two thirds of the votes of the members present.

Art. 25.- The dissolution of the Society may be decided by the General Assembly with at least three quarters of the votes of all members entitled to vote.

In the event of dissolution of the Society, its assets shall pass to the SCNAT.

Art. 26.- The new statutes enter into force on today's date. In the event of ambiguities, the German text is authoritative.

**Basel, 12.11.2016**

*The President :*

**Dr Martin Häusler**

*The Vice President :*

**Dr Sandra Lösch**