

CONSTITUTION OF THE INTERNATIONAL ASSOCIATION OF QUALITATIVE INQUIRY

MISSION STATEMENT

The International Association of Qualitative Inquiry is dedicated to the promotion, development, advocacy, and use of [socially responsible and just](#) qualitative research methodologies and practices in policy arenas, as well as in the academic fields of education, communications, business, social and policy science, medicine, and related human disciplines. Towards these ends, the IAQI provides an international forum [through its annual congress, newsletter, web site, list-server and other media](#) for dialogue, encouragement, collaboration, peer-reflection, and innovation among qualitative researchers and interested peoples.

[MEMBERSHIP OF THE IAQI](#)

[\(To be completed by the Membership and Dues Committee\)](#)

EXECUTIVE COUNCIL

The Executive Council of the IAQI has been set up to provide the strategic direction and leadership needed to enable the IAQI to deliver their goal of promoting and representing the global development of qualitative research. As part of their role, the Executive Council will also be responsible for the administration of the association and to ensure that appropriate processes, systems and actions are put in place and carried out. The Executive Council will meet annually, either at the International Congress of Qualitative Inquiry or another international scholarly meeting, and will also correspond by email and use telephone conferencing where appropriate. All face-to-face meetings of the Executive Council will be open to all members of the IAQI, with the membership notified in advance via email of the date and place of these meetings. A summary of actions taken by the Executive Council will be circulated via email to all IAQI members and electronic copies of the minutes of Council meetings will be available to IAQI members on request to the recording secretary.

From May 2006, the Executive Council will consist of the president, vice president, secretary/treasurer, the managing editor of IAQI, and [a two](#) representatives from the IAQI Advisory Committee. Each year, starting May 2007, the council will be joined by the president-elect and vice president-elect, who will become president and vice president respectively in May 2008, and serve a one year term (2008-9). The inaugural president and vice president will then step down, but will be available to act in an advisory capacity for a further year.

BYLAWS OF THE INTERNATIONAL ASSOCIATION OF QUALITATIVE INQUIRY

1 The Executive Officers

1.1 The executive officers of the international association for qualitative inquiry will be the **president**, the **vice president**, the **president-elect**, the **vice president-elect**, the **secretary/ treasurer**, the **managing editor**, and **a-two representatives** from the **IAQI Advisory Committee**.

2 Executive Council

2.1 The Executive Council shall consist of the president, president-elect, vice president, vice president-elect, secretary/treasurer, the managing editor of IAQI, and **a two representatives** from the IAQI Advisory Committee. A recording secretary will also be present at meetings. The past president and past vice president **will be available shall serve as ex officio council members** to act in an advisory capacity for a further year.

2.2 The Executive Council shall meet annually, either at the International Congress of Qualitative Inquiry, or another scholarly meeting. Members will also correspond by email and use telephone conferencing where appropriate. An official quorum shall consist of four (4) members of the Executive Council to conduct the official business of the association.

2.3 All face to face meetings of the Executive Council shall be open to all members of the IAQI. The membership shall be notified in advance via email of the date and place of these meetings.

2.4 A summary of actions taken by the Executive Council shall be circulated via email to all IAQI members and electronic copies of the minutes of Council meetings will be available to IAQI members on request to the recording secretary.

3 Responsibility of Executive Officers

3.1 The role of all council members is to provide the strategic direction and leadership needed to enable the IAQI to deliver their goal of promoting and representing the global development of qualitative research. The Executive Council shall be given the responsibility of the administration of the association and to ensure that appropriate processes, systems and actions are put in place and carried out. Members of the Executive Council are the legal trustees of the association.

3.2 President

The president of the IAQI will be responsible for leading the Executive Council and chairing the meetings. The president will act as a spokesperson and representative of the IAQI membership by actively engaging in discussions around the use of qualitative methodology in the public policy arena and promoting the unique contribution of qualitative methods to theoretical and praxis-related research.

3.3 Vice President

The role of the vice president will be to support the president in their role, and similarly to undertake to promote the interests of the society. The vice president will chair the Executive Council meetings in the absence of the president. With the secretary/ treasurer and the managing editor, the vice president will serve as a point of contact for IAQI members and seek to promote the membership of the association.

3.4 *Secretary/Treasurer*

The secretary/ treasurer will be responsible for documenting and monitoring the finances of the association on behalf of the executive council and make specific recommendations about what systems and processes should be put in place, and how the management of resources will enable the IAQI to meet their stated aims The Secretary/Treasurer shall be the Election Officer of the association unless an alternate is designated by the Executive Council.

3.5 *Managing Editor*

The managing editor will keep members of the IAQI informed about the process of formation and the continuing future direction and actions of the IAQI, including information about specific events etc. that are of interest to the wider membership. They will also produce the IAQI Newsletter.

3.6 *Representative from the IAQI Advisory Committee*

The Advisory Committee will be invited to nominate a-two representatives who will become part of the Executive Council with full voting membership, and act as a link between the Advisory Committee (and their sub-committees, and sub-groups) and the Executive Council.

3.7 *President-elect and Vice president-elect*

To facilitate organizational learning, continuity, and a smooth transition between officers, the incoming President-elect and Vice president-elect shall serve as voting members on the executive council for one year prior to assuming the full responsibility of their offices.

Section 4 – Elections and appointments to the Executive Council

The inaugural president and vice-president will (exceptionally) serve a two year term (May 2006 – 2008), after which time they will both step down from the Executive Committee. For the following year (May 2008 – 9), they will act in an advisory capacity to support the new president and vice president. After May 2007, all officers will each serve for one year only, with the president-elect and vice president-elect becoming president and vice president respectively one year after their election. Other than the officers serving as the inaugural president and vice-president (2006-8) no person shall hold either the presidency or vice-presidency for two consecutive years.

4.1 *The President*

Early in 2007, in advance of the elections for vice president-elect (see 4.2 below), the executive council will start the process of appointing-selecting the new president-elect. As the president will be expected to promote qualitative research at an international level, the executive council will invite the membership of IAQI via email, to put forward the names of candidates for the office of president-elect to the secretary treasurer with a brief summary of their qualifications. These candidates can be (1) senior distinguished scholars and leaders, or potential leaders, in their field of qualitative inquiry, and/or (2) have

demonstrated their energy, vision and commitment to the aims of the IAQI to enable them to lead and further develop the association during their presidency. Executive council members will be able to put forward nominations for the post of president-elect. As the aim of the IAQI is to be truly international, it is hoped that this system will enable the executive council to appoint from an international field of qualitative researchers. However, at no time should the appointed president-elect be from the same country as the vice president-elect.

After a period of consideration by the serving executives, the Executive Council will draw up a ranked shortlist of candidates, informed by (1) a consideration of the skills and qualities of each of the candidates, including their (2) nationalitynational region they represent, (3) gender, and (4) research interests, with the aim of promoting the principles of diversity and equality at all times. A representative of the Executive Council will approach the first candidate to invite them to consider taking on the role of president-elect for the period of one year, and the role of president for a further year. If this candidate declines, or is unable to undertake the presidency, then the next most suitable candidate will be approached, and so on.

The ~~decision to appoint theselected~~ president-elect will be ratified through a simple majority vote by the membership via an online voting system administrated by th e election officeremail, and announced at the annual meeting of the IAQI at the International Congress of Qualitative Inquiry in May 2007.

4.2 *The Vice President*

In spring the first half of 2007 prior to the annual general meeting, the elections will be held for the office of vice president-elect of the association, and then afterwards on an annual basis.

a. The Secretary/Treasurer will email IAQI members (1) a register of current members, and (2) a call for nominations for the office of vice president-elect. This IAQI email shall also clearly specify the names of those members who are ineligible for re-election, i.e. those who have already held these positions, and people from the same country as the newly appointed president-elect.

b. Each member choosing to participate in the election shall do so by submitting by email the name of one person, and only one person, for the office of vice president-elect. This can include self-nominations. The member shall then email their selection to the Election Officer of IAQI by the date specified. Late submissions cannot be considered.

~~e. The Election Officer of the Society shall be the Secretary/Treasurer unless an alternate is designated by the Executive Council.~~

~~dc.~~ The Election Officer shall tabulate-compile the names cast for each office, with regard to the association's principles of ethnic and gender diversity, and the number of nominations for each candidate, and produce a shortlist.

ed. The Election Officer shall contact short-listed nominees by telephone or by email to ascertain their consent to serve in the office if they are selected.

fe. All consenting short-listed nominees will have their names placed on separate slips of paper and the slips will be placed in an opaque container suitable for conducting a “blind draw.”

gf. The Election Officer will then draw a name for the office of vice president-elect, and that person will be an officer of the IAQI and serve on the Executive Council, assuming their responsibilities as members of the Executive Council at the time of the IAQI annual meeting following their selection. They will serve in this capacity for one year and will assume the office of vice president at the next Annual Meeting in the following year.

4.3 *Secretary/ Treasurer and Managing Editor*

From 2006 the secretary/ treasurer and managing editor will be appointed by the Directorate of the Constitutional Committee (acting for the Executive Council) and will be invited to serve initially for three years, with the option of continuing to act in these positions for a further three years if this is agreed by the Executive Council, and then ratified by the IAQI membership. If, after the initial term of three years, or at any time, the secretary/ ~~Treasurer-treasurer~~ or ~~Managing-managing Editor-editor~~ decide that they wish to step down from these positions, the Executive Council will be asked to appoint their successors for a three year term, and this decision will be ratified by members of the IAQI.

4.4 *Representatives of the IAQI Advisory Committee*

The Advisory Committee will be asked to nominate **a-two** representatives to serve on the executive committee for three years. At the end of their term, another representative will be nominated and so on.