

Procedures for Establishing Sections and Working Groups

1. IAMCR Statutes authorize the presentation of new Sections to the General Assembly (GA) for Association approval (Article 5.2). In practice that takes place with the advice and support of the International Council (IC). The IC suggests (but does not require) groups that wish to establish an entirely new entity to first propose the establishment of a Working Group with the advice of the Scholarly Review Committee (SRC), and to not immediately apply to establish a Section. After a suitable period of time, during which the new Working Group can establish a track record, it will be in a better position to make a compelling proposal for Section status and seek the General Assembly's approval to become a Section.
2. Proposal guidelines for new Working Groups include the following:
 - a. A proposed Head or co-Head(s), whose role shall be subject to confirmation through elections to be held by the prospective Working Group upon approval by the General Assembly (Article 9.4),
 - b. Evidence that the proposed Head or co-Heads are paid-up members,
 - c. A mission statement outlining planned work that is "consistent with the association's aims and not dealt with by the existing Sections," or Working Groups (Article S9.2),
 - d. A 2-year plan for future activities including the activities specified in the list of required Working Group activities,
 - e. Support signatures of minimally 20 IAMCR members of at least 3 continents who support the proposed mission statement and plan of work.
 - f. Support signatures of minimally 5 International Council members of at least 2 continents.

Proposals for new Working Groups are submitted for approval to the International Council through majority vote, and if successful put on the agenda of the General Assembly.

3. Proposal guidelines for Working Groups to become Sections include the following:
 - a. Evidence that the Working Group has realised required Section activities,
 - b. A plan for future work to continue meeting the requirements of specified Section activities.

Proposals for new Sections created from Working Groups are submitted for approval to the International Council through majority vote, and if successful put on the agenda of the General Assembly.

4. Proposal guidelines for new Sections (*ex nihilo*) include the following:
 - a. A proposed Head or co-Head(s), whose role shall be subject to confirmation through elections to be held by the prospective Section upon approval by the General Assembly (Article 9.4),
 - b. Evidence that the proposed Head or co-Heads are paid-up members,
 - c. A mission statement outlining planned work that is "consistent with the association's aims and not dealt with by the existing Sections," or Working Groups (Article S9.2),
 - d. A 2-year plan for future activities including the activities specified in the list of required Section activities,
 - e. Support signatures of minimally 20 IAMCR members of at least 3 continents who support the proposed mission statement and plan of work.
 - f. Support signatures of minimally 5 International Council members of at least 2 continents.

Proposals for new Sections created ex nihilo are submitted for approval to the International Council through majority vote, and if successful put on the agenda of the General Assembly.

5. Working Group and Section Proposal templates are available on the Scholarly Review Committee page in the Association website.

6. For other scenarios related to changes with Sections and Working Groups, such as the transformation of a Section into a Working Group, or the division of an existing Sections or Working Group into two (or more) entities, members are invited to consult with the SRC.

Approved 27/07/16 by the International Council in Leicester, UK.