EASC – Supervision and Coaching in Europe

Bylaws

of EASC e.V.

English Version
(Translation from the original German-signed version)

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§ 1 Name, Registered Office, Fiscal Year

(1) The association bears the name "EASC – European Association for Supervision and Coaching e.V."
(2) The association has its registered office in Berlin.
(3) The association's fiscal year is the calendar year.

§ 2 Purpose of the Association

(1) The association pursues exclusively and directly charitable purposes as defined in the section "Tax-Exempt Purposes" of the German Tax Code.
(2) The purpose of the association is to promote education in Europe, particularly in the areas of supervision, coaching, organizational development, and consulting.
(3) The purpose set forth in the bylaws is realized in particular through the following measures:
   a) Offering educational, continuing education, and certification programs in the fields of supervision, coaching, and organizational development for association members and the interested public, including through an academy sponsored by the association,
   b) Measures to ensure quality standards for association members,
   c) Organizing Europe-wide events such as conferences, congresses, symposia, etc., for association members and the interested public,
   d) Publishing informational materials and a publicly accessible newsletter to disseminate scientific, professional, and practice-oriented insights from the fields of supervision, coaching, and organizational development,
   e) Promotion of applications of supervision, coaching, and organizational development in the context of intercultural European cooperation for association members and the interested public; and
   f) Facilitating exchange and networking among individuals working primarily in Europe in the fields of supervision, coaching, and organizational development for association members and the interested public.
(4) The association operates on a nonprofit basis; it does not primarily pursue its own economic interests. The association's funds may only be used for the purposes set forth in the bylaws. Members shall receive no payments, nor shall they receive any other benefits in their capacity as members from the association's funds. Excluded from this are payments to members of the Managing Board pursuant to § 6 (6), insofar as these have been approved by the General Assembly.
(5) No person may be favored by expenditures that are unrelated to the association's purpose or by disproportionately high compensation.
(6) In the event of the association's dissolution or the cessation of its tax-exempt purpose, the association's assets shall be transferred to another tax-exempt entity for the purpose of promoting education.
(7) Any resolution to amend the bylaws must be submitted to the competent tax office before it is filed with the registry court.

§ 3 Membership

(1) Individuals and legal entities from Europe and other countries who support the association's purpose may become regular members. The Managing Board decides on admission following a written application.
(2) The application must be sent by email to the association's office.
(3) Supporting members may be individuals or legal entities from Europe and other countries who provide material support to the association. The Managing Board decides on admission following a written application.
(4) Individuals or organizations that have rendered outstanding service in furtherance of the association's objectives may be admitted as honorary members. The General Assembly decides on admission upon the recommendation of the Managing Board.
(5) Membership ends upon death, resignation, or expulsion.
(6) Resignation is effected by written notice to a member of the Managing Board. The notice of resignation must be sent by email to the office.
(7) Resignation is permitted as of June 30 or December 31 of a calendar year, subject to a three-month notice period.
(8) Expulsion may only be based on good cause, in particular conduct detrimental to the association, or on the member's failure to meet their financial obligations to the association despite three written reminders. The Managing Board decides on expulsion. Prior to this, the member and the Ethics Committee must be heard. The member has the right to file an appeal within one month, on which the General Assembly will decide. Neither the appeal nor any subsequent legal challenge shall have suspensive effect.

§ 4 Membership Fees

Membership is subject to membership fees and a one-time admission fee. The amounts are set forth in the fees regulations, which are determined by the General Assembly.

§ 5 Governing Bodies of the Association

The governing bodies of the association are:

a. Managing Board
b. General Assembly
c. Lecturers´ Conference
d. Institute Meeting
e. Committee of Quality and Standards
f. Ethics Committee
g. Specialized Committees and Regional Groups
h. Treasury Auditors

§ 6 Managing Board

(1) The Managing Board, as defined in § 26 of the German Civil Code (BGB), consists of the Chairperson, the Vice Chairperson, and the Treasurer. A member of the Managing Board, to be elected by the Managing Board, manages the association's office based on Managing Board resolutions and the resolutions of the General Assembly. The association is represented in and out of court by any member of the Managing Board acting alone.
(2) The Managing Board is supplemented by at-large members. These members have full voting rights in Managing Board meetings. The number of at-large members is determined by the General Assembly. A majority of the Managing Board members, including the at-large members, must be faculty members.
(3) The Managing Board and the alternate members are elected by the General Assembly for a term of four years. Re-election is permitted. The incumbent Managing Board remains in office until the newly elected Managing Board is legally confirmed. If a member of the Managing Board resigns during their term of office, the Managing Board may appoint a replacement member for the remainder of the resigning member's term.
(4) The expanded Managing Board meets at least twice each calendar year.

(5) The expanded Managing Board adopts its own rules of procedure.

(6) Board members may receive compensation for their work. The amount of compensation requires a resolution by the General Assembly.

(7) Members of the Managing Board are liable to the association for damages they cause in the performance of their duties on the Managing Board only in cases of willful misconduct or gross negligence. If members of the Managing Board are held liable by third parties for actions taken in their capacity as officers of the association, the association shall indemnify them from liability, provided they did not act with willful misconduct or gross negligence.

(8) The Managing Board may appoint a managing director as a special representative pursuant to § 30 of the German Civil Code (BGB) for the management of day-to-day affairs. The special representative is authorized to represent the association solely within the scope of his or her responsibilities. The special representative shall be entered in the register of associations. The special representative may be removed by the Managing Board at any time; such removal shall not affect the provisions of the employment contract.

§ 7 General Assembly

(1) The General Assembly is convened by the Managing Board once a year with at least four weeks' notice. A proposed agenda and motions submitted in a timely manner must be included.

(2) The General Assembly may also be conducted entirely as a so-called virtual meeting. A combination of an in-person meeting and a virtual meeting is also permitted (hybrid meeting). In such cases, members exercise their rights via electronic communication (in particular via video or telephone conference). The Managing Board must ensure that, through appropriate access restrictions, only association members can participate. For the virtual/hybrid meeting to take place, all participants must be present simultaneously using electronic means of communication. The Managing Board decides on the format of the General Assembly and informs the members of this in the invitation. If the General Assembly is held as a hybrid meeting, care must be taken to ensure that, through appropriate technical arrangements, members participating virtually are able to follow the General Assembly, ask questions, submit motions, and participate in votes in the same manner as members physically present. Further details may be regulated in voting procedures to be established by the Managing Board.

(3) The invitation to the General Assembly shall be sent electronically (via email) and may alternatively be sent by postal service. The invitation shall be deemed received on the date of mailing if it is addressed to the last known address or email address provided by the member.

(4) At the General Assembly, each regular member and honorary member has one vote. Supporting members do not have a vote. Another member may be authorized in writing to exercise the right to vote. Such authorization must be granted separately for each General Assembly. However, a member may not represent more than three other members' votes.

(5) Every member has the right to submit motions. At least 6 weeks before the invitation deadline, the Managing Board publicly calls on members via the newsletter and by email to submit motions to the secretariat. Motions must be submitted in writing electronically no later than 2 weeks before the invitation deadline and must be on file at the office. The motions received are collected at the office and all are attached to the written invitation.

(6) The General Assembly has exclusive authority over the following matters:

a) Approval of the budget prepared by the Managing Board for the next fiscal year;

b) Acceptance of the Managing Board's annual report;

c) Discharge of the Managing Board;

d) Setting the amount of the annual membership fee;

e) Electing and removing members of the Managing Board;

f) Election of the Managing Board assessors proposed by the Managing Board and election of the members of the Quality and Standards Committee proposed by the Managing Board;

g) Passing resolutions on amendments to the bylaws and the dissolution of the association;

h) Passing resolutions on appeals against the rejection of a membership application and on appeals against expulsion for good cause;

i) Hearing and discussion of work reports from the committees and regional groups;

j) Appointment of honorary members;

k) Election of two cash auditors for a term of two years each.

(7) An extraordinary General Assembly shall be convened in the same manner as an ordinary General Assembly if the Board deems it necessary, or if at least one-quarter of the members submit a written request to the Board stating the purpose and reasons.

(8) The General Assembly is presided over by a member of the association designated by the Assembly. Minutes of the General Assembly are taken. The minute-taker is appointed by the chairperson of the meeting. The minutes must be signed by the minute-taker and the chairperson of the meeting. The General Assembly has a quorum regardless of the number of members present, provided that it has been duly convened.

(9) Unless otherwise specified, resolutions are passed by a simple majority. In the event of a tie, a motion is deemed rejected. Amendments to the bylaws or the early removal of Managing Board members require a two-thirds majority of the valid votes cast by the members.

(10) A three-quarters majority of the valid votes cast by the members is required for a resolution to dissolve the association.

(11) If, in an election, there are multiple candidates for the same position and no candidate receives a majority of the valid votes cast in the first round, a runoff election shall take place between the two candidates who received the highest number of votes. The candidate elected by a simple majority shall then be declared the winner.

§ 8 Lecturers´ Conference

(1) The Lectureres´Conference must be convened by the Managing Board at least once a year.

(2) The Lectureres´Conference advises the Committee of Quality and Standards on matters of education, continuing education, and professional development. In the event of a conflict between the Committee of Quality and Standards and the Lectureres´Conference, the Managing Board shall decide, but not without first attempting mediation. The Lectureres´Conference serves as a forum for faculty members to exchange ideas and to carry out the duties expressly assigned to it in these bylaws.

§ 8a Institute Meeting

(1) The Institute Meeting is a body of the EASC and serves primarily
- facilitating exchange among the institutes
- to ensure compliance with the EASC’s quality criteria
- to ensure the quality of the curricula
- to further develop the curricula.

(2) The representatives of the institutes, together with the Committee of Quality and Standards, agree on training standards, which are then submitted to the Managing Board for approval.

(3) The design of the curricula, particularly with regard to regional and national circumstances, is the sole responsibility of the institutes and the Institute Meeting.

a) Rules of Procedure

Each institute and each recognized training program (curriculum) may send up to four representatives to the Institute Meeting. For the purpose of decision-making, each institute has two votes, which may be cast by a single person; curricula have one vote. Institutes and curricula may not be represented by proxy.

The representatives of the institutes elect a spokesperson. The Institute Meeting adopts its own rules of procedure, which must be consistent with the bylaws and the manual of EASC e.V.

The Institute Meeting is an autonomous body that develops, establishes, and modifies its own working structures.

The Institute Meeting takes place at least once a year. The spokesperson issues the invitation.

The spokesperson for the Institute Meeting is invited to attend Managing Board meetings.

b) Participation in the Admission of New Curricula and Institutes

In the case of applications for the admission of a new curriculum or a new institute, the Committee of Quality and Standards reviews the formal requirements in accordance with the rules of EASC e.V. If the Committee of Quality and Standards issues a recommendation for admission (to the Managing Board), the spokesperson for the institutes is notified and invites representatives of the curriculum or institute to the next Institute Meeting.

These representatives participate in the institute meeting without voting rights. The institute meeting then submits a recommendation regarding the admission of the training program or institute to the Managing Board.

c) Public Relations

The spokesperson for the institutes represents the institutes externally in the context of the association's work.

d) Participation in the Expulsion of Curricula and Institutes

Criteria for exclusion are

- if no training of coaches or supervisors has taken place for 3 years
- no recertification is accepted or conducted

These criteria will apply starting in 2025, following the entry into force of the new manual in 2024.
Furthermore, the following will result in exclusion:

- Violations of the ethical guidelines
- Behavior in public that is detrimental to the association, e.g., through media coverage

§ 9 Committee of Quality and Standards (CQS)

(1) The Committee of Quality and Standards consists of four members, one of whom serves as chair. The chair and the three other members of this committee are nominated by the Managing Board and elected by the General Assembly. The term of office is two years. Re-election is permitted. The committee adopts its own rules of procedure.
(2) Nominations for this committee should primarily be teaching members of the association. The chairperson of this committee must be a teaching member of the association. The committee may delegate tasks to members and may consult with and co-opt members or other individuals, including non-members.
(3) A member of the committee may be removed by the Managing Board for good cause if a motion to that effect is submitted and a two-thirds majority of the valid votes cast by members at the General Assembly so decides.
(4) The committee's primary task is to ensure the quality of the EASC. To this end, it develops, with the approval of the Managing Board, binding standards for training and for admission to the association. It collaborates with the Institute Meeting and provides recommendations for quality assurance to all bodies of the EASC.
(5) The Committee reviews the formal requirements for admission to the association under categories II and III. On this basis, it makes recommendations to the Managing Board. It makes independent decisions regarding the functional areas of Candidate, Coach, Supervisor, and Mentoring Supervisor.
(6) Members of the CQS may receive compensation for their work. The amount of compensation requires a resolution by the General Assembly.

§ 10 Specialized Committees and Regional Groups

(1) Regional groups may be formed in every European country.
(2) In addition, specialized committees may be formed to address specific issues related to the development and methodology of supervision and coaching, as well as to intercultural collaboration. Each regional group and each specialized group appoints a spokesperson who reports to the Managing Board and the General Assembly.
(3) These specialized committees and regional groups adopt rules of procedure in consultation with the Managing Board and present their findings to the General Assembly.
(4) Any person who is a member of the association or who applies for guest status in a regional group—which must be approved by the respective regional group—may become a member of the regional groups and specialized committees. Guest status does not confer voting rights within the regional group.

(5) If a regional group or a specialized committee is to be dissolved, this occurs either because its mandate has been fulfilled and the results of its work have been presented to the General Assembly, or because, upon a motion by the Managing Board and for compelling reasons, the General Assembly resolves to dissolve it. In the latter case, the members or their representatives from the regional groups and specialized committees must also be heard in advance at the Lecturers´ Conference.

§ 11 Board of Trustees

The Managing Board may appoint a Board of Trustees. In accordance with the association's objectives, the members of the Board of Trustees shall be recognized experts in their fields. The Board of Trustees supports the association's activities from factual, scientific, legal, and economic perspectives.

§ 12 Honorary Chairpersons

The Managing Board may nominate a member who has rendered distinguished service to the association as Honorary Chair. The General Assembly must confirm this nomination. The Honorary Chair is elected for life and, at his or her own discretion, participates in the Managing Board and in association matters. The Honorary Chair has no voting rights.

§ 13 Ethics Committee

(1) The Ethics Committee is responsible for further developing the association's ethical guidelines and monitoring compliance with them.

(2) The Ethics Committee shall consist of at least three members, all of whom must be members of EASC e.V. They shall appoint a spokesperson from among themselves, who shall represent the committee externally and serve as the point of contact for the Managing Board. All members of the Ethics Committee are elected directly by the General Assembly for a term of 4 years. The Ethics Committee reports to the General Assembly annually.

§ 14 Dissolution

The dissolution of the association may only be resolved at a General Assembly with the majority of votes specified in § 7. Unless the General Assembly decides otherwise, the Chairperson and the Treasurer shall act jointly as authorized liquidators. The foregoing provisions shall apply mutatis mutandis in the event that the association is dissolved for any other reason or loses its legal capacity.

The accuracy of these bylaws in accordance with § 71 of the German Civil Code (BGB) is hereby certified.