



INTERNATIONAL ASSOCIATION FOR POLITICAL SCIENCE STUDENTS - IAPSS
KONGRESNI TRG 12, 1000, LJUBLJANA, SLOVENIA
PHONE: +38612443730 FAX: +38612443731
INFO@IAPSS.ORG - WWW.IAPSS.ORG

DISCIPLINARY REGULATIONS

The Disciplinary Regulations are the set of internal rules of the Disciplinary Commission on how the body deals with disciplinary violations. Roles and tasks of the Disciplinary Commission are described in art. 20 and 21 of the IAPSS Statute and in articles 14, 15 and 17 of the IAPSS Internal Regulations.

According to I.R. Art. 15 the Disciplinary Regulations are adopted by IAPSS General Assembly. Any further modification of these Regulations is to be presented by the Disciplinary Commission (hereafter referred to as DisCom) and voted at the General Assembly session.

Article 1 – Disciplinary Commission Composition

1. The DisCom is composed of three members of different nationalities elected for a one-year-term by IAPSS General Assembly.
2. President, as well as Prosecutor and Defendant are elected by the members of the DisCom among themselves.
3. The roles are to be changed on the four-month basis and no person can take the same role they have previously taken.
4. In the case a member is not able to continue to work as a part of the DisCom or if for any of the reasons it is not possible to communicate with him/her, the remaining members of the DisCom, together with the SupCom and the ExCom, will appoint a new member. The appointment of the new member shall be formally approved in the following meeting of the IAPSS GA. In the case that two members are not able to continue their membership in the DisCom, an extraordinary meeting of the GA is to be convened to elect new DisCom members.

Article 2 – Disciplinary Commission Meetings

1. The DisCom convenes, if considered as necessary, on the basis of self-action against any violation of IAPSS rules. The DisCom also convenes after having received a written request that can be submitted by any member (individuals, associations, nationals, etc.) or by any body of the Association. The written request has to be addressed to the Disciplinary Commission via e-mail. Any further contact between the DisCom and the submitter has to be held via e-mail service.

2. The members of the DisCom maintain mutual communication by the means of internet, telephone, etc. They only meet physically if necessary and if financial means allow for it. IAPSS should reserve some funds to provide for the urgent meetings of the DisCom. The quorum requested by article 20.6 of the IAPSS Statute is reached when DisCom members participate in the internal ongoing debate with a regular frequency, even in different places and within different time frames.
3. When a decision has to be taken formally, the DisCom members have to meet at the same time, either physically or by other means.
4. For every meeting and taken decision, a report needs to be written and archived in the DisCom archive. DisCom archive will be at disposal of IAPSS bodies and members with the consent of the DisCom. The denial of access to the archive can be appealed to the IAPSS Supervisory Committee, which has power to overrule DisCom refusal. The person who submitted the written request, as well as the subject of the request, have the right to be informed of the result of the proceeding and related reports.
5. Decisions are adopted with the majority voting (Art. 20.7 of the IAPSS Statute). Decisions on exclusion are adopted with consensus.

Article 3 – The Proceeding

1. When a written request is submitted – or a self-action is decided – the President of the DisCom opens a file and convenes the Commission. The President clearly explains the case to IAPSS' members. The following action consists of analysing the case: the Prosecutor and the Defendant have to prepare a paper containing facts arguing in favour and against the received request. They are given a limited timeframe by the President within which they need to finalise their papers.
2. In the second phase, the President has to study both papers and form an opinion *within one week after receiving them*. In order to form a fair and justified opinion, the President may address both the Prosecutor and the Defendant and ask them to provide more substantiated arguments. Once the President has decided upon his/her opinion, he/she calls a meeting of the Commission.
3. In the third and final phase, the members of the Commission need to discuss the file together and adopt the decision. The President moderates the debate, sets the timeframe and the mode of the meetings. When a common conclusion is reached, the DisCom meets in its entirety in order to finalise the decision.
4. When a decision is adopted, two following outcomes can ensue: a) the file is archived with no consequences; b) the file is archived into a separate folder and the consequences may appear in form of a warning, public warning and exclusion.
5. In case of private warning, both ExCom and SupCom need to be informed.
6. Every adopted decision must be motivated before it is archived in the written form.
7. In the case of urgency (every request of urgency has to be motivated) the President can set different timeframes according to the emergency of situation.