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IAPSS Final Annual Report 2004-2005

Report to be distributed to the members of the IAPSS Community and presented at the 9th IAPSS General Assembly in Amsterdam, the Netherlands

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Index

PART 1	Introduction by the Chairperson	2
PART 2	Report on the implementation of the Operational Plan 2004-2005	4
PART 3	Report on activities of IAPSS executive structure (departments' reports)	17
PART 4	Report of the PAM Executive Committee member	24
PART 5	Financial Report	26
PART 6	List of and links to important documents and annexes to report	28
PART 7	List of IAPSS Staff 2004-2005	29

January 5th 2006

IAPSS

PART 1 - Introduction by the Chairperson

Dear members of the IAPSS Community,

The mandate of the 2004-2005 IAPSS Executive Committee was one of the most exciting in the history of Association so far. Great structural changes were being implemented and put into practice, therefore giving the Association a reformed and fresh shape. As predicted it was a long year with unprecedented experiences and adventures, new tasks and duties, where we often had a feeling we were starting from zero – and in many situations we did indeed. We did not manage to do “everything”, as first planned (the initial enthusiasm and optimism is definitely a big debatable issue of the mandate, with all the positive and negative sides). However we did a lot. Some priorities were set up more successfully and satisfied demands, where the others were underestimated or ignored. The trade-off was a must though, and mistakes are not easy to avoid.

Looking briefly at our plans set down at the beginning of the mandate, the yearly success was partial. In academic terms POLITIKON was accompanied this year with the establishment of the Working Groups and Annual Academic Conference, which however does not seem to be happening. Projects as ‘A Different View’ and ‘Student’s Research’ were started, directly connected to this is the establishment of the ‘IAPSS Yellow Pages’ Portal hosting some of the projects mentioned above plus the IAPSS Opportunity Centre, Member’s pages etc. In addition to this www.iapss.org was updated for usage and not neglected as in previous years.

Development was also given a central role in IAPSS in 2004-2005. Regional Centers for Central and Eastern Europe and Western Africa were established with more to follow in the future. Activity in the regions mentioned has definitely been increased and will continue with events and action in 2005-2006. The most credit for regional development should definitely be ascribed to the staff of regional centers of which engagement is vital and a cornerstone for the Association’s future. Expansion potentials are great and there are many students to be reached worldwide. From this perspective the regional development process is on the right track but still in the infancy phase.

A lot was done on planning in this year. We hope the successive teams will find the Strategic Plan 2004-2008 with Programs a useful tool for their work. Many of its components still have to be developed, improved and updated; however, a solid ground was established. Everything done can and should be debated. The experience has shown the tendency for development of plans that were too broad and unreachable. Setting too high goals can be destructive for an organization and can lead to series of failures which are bad for the climate within organization, staff’s self-esteem and organization’s reputation. The constant quest for the assessment of attainable goals within IAPSS is essential!

As in previous mandates the year has reached the climax at the AC and GA, held in Moscow this year and being legendary as other annual meetings. The GA elected bodies for 2005-2006 and took important legal and development decisions, notably the dissolution of Association’s Dutch legal entity, regional development perspectives and others. It is a wish of every ExCom to assist in the conduct of the GA with numerous, well-prepared and highly motivated delegates of IAPSS community and I hope the Association will move even forward towards this state in the future. This will not only give more credibility and importance to the GAs, but it will further include the IAPSS Community in the decision-making processes with the Association – through all year on all fields. May Amsterdam 2006 be another important step forward.

We have managed to make some stapes forward in cooperation with other actors, however much is to be done on this field. Brief cooperation continued with IPSA and was initiated within IFISO and with ISA. We also communicated with some other associations and institutions and took part in few initiatives. Cooperation proposals for the future have to be concrete, innovative and implementable;

repeating what has been done already does not make much sense. There are especially many international or local NGOs with which IAPSS could and should cooperate, but not try to substitute them.

Among the general the general remarks on challenges the following can be said. More IAPSS events and projects are needed, because only the activity will strengthen organizational identity. It is currently very hard to identify the Association's organizational culture or tradition, but this should not prevent to work on it systematically. Connected to this are possible changes of the Association's mission, vision and values that define IAPSS, what is common to us, what we believe in and what we strive for. Another question is also who is WE? I believe we should mean a great number of students who actively take part in IAPSS, gain from it and shape it. Permanent staff is important, but it is most probably not sufficient and it cannot replace the active community for which benefits it is suppose to exist. Beside that it also costs money!!! It takes time to adapt to and to appreciate the added value of the structural changes of IAPSS from 2003 onwards. For some time 'the experiment' should continue, however in few years serious questions should be asked again. In the meantime the following should be kept in mind: knowledge transfer helps to solve problems and prevents repeating some mistakes.

Interesting challenges are waiting the future IAPSS teams and generations. I wish you all the best in coping with them! And remember that you are also doing it because it is fun to do it!

For the end the deepest gratitude goes to the people who have helped shaping the Association in the mandate 2004-2005 and previous years. Many have dedicated time to IAPSS and without them much would have turned differently.

The present report should give a comprehensive insight in what was done in IAPSS in the mandate and is structured as follows. PART 1 gives you the introduction by the 2004-2005 IAPSS Chairperson. PART 2 briefly presents the work done through the implementation of the Operational Plan 2004-2005 {ANNEX 2} and Strategic Plan 2004-2008 {ANNEX 1}. This is followed by PART 3 of the report that concentrates on the activity of the Association's executive structure. Since the reports intersect and sometimes refer to connected activities, it is useful to follow occasional cross-references and check the ANNEXES referred to. Report continues with PART 4 – the contribution of Premium Association Member (section already included in Preliminary Annual Report) – and PART 5 – the financial report. PART 6 is composed of list and links to ANNEXES which are accessible online. PART 7 is the list of IAPSS 2004-2005 staff with contacts.




I believe our work was done in best faith, but as always, the future will judge.

Matija Kovač
IAPSS Chairperson 2004-2005

PART 2 - Report on the Implementation of the Operational Plan 2004-2008 (D)

This part of report is based on the final (2nd) monitoring report of the Operational Plan 2004-2005 and partly on the 4th monitoring report of Strategic Plan 2004-2008/D {see ANNEX 42} from September 27th 2005. The scale of implementation beside the operational objectives is to give only an approximate implementation status and is not based on any generally accepted methodology.

STRATEGIC GOAL A: Institutional Strengthening


Program A.1: Permanent Seat Program {ANNEX 6}					
Operational Goal: to assure the administrative framework for the existence and development of IAPSS.					
<p> Operational objective A.1.1: Ensure financial stability for the existence and development of the Permanent Seat for two consecutive IAPSS fiscal years. <i>ExCom</i></p>	1	2	3	4	5
	<p>WHAT WAS DONE:</p> <ul style="list-style-type: none"> - some potential sponsors approached (rare private (Si.mobil), some public (governmental, EU)) - strategy on FR established {see ANNEX 4 – IAPSS FR Strategy } - struggling and negotiating for ŠOS money - restricting ExCom 2004-2005 expenses (no payments for ExCom from June to September) - talks on other Slovenian student money (negotiations with ŠOBA – money assured, ŠO-FDV – support promised) - assuring support from the Faculty of Social Sciences for indefinite time (contract signed) <p>WHAT WAS NOT DONE:</p> <ul style="list-style-type: none"> - not enough private donors approached - not enough projects developed/implemented to be interesting for sponsors - not enough money raised for the future - no final solution for ŠOS-money <p>SPECIAL COMMENTS / PROBLEMS:</p> <p>We need to learn how to sell IAPSS more. Fundraising should focus on funds out of Slovenia, if possible with the active participation of IAPSS members and experts on fundraising. IAPSS could also rethink the costs of Permanent Seat in a sense of making the criteria for eligibility stricter, measurable and regularly evaluated.</p>				
<p> Operational objective A.1.3: Encourage political science students to candidate for the IAPSS Executive Committee. <i>ExCom</i></p>	1	2	3	4	5
	<p>WHAT WAS DONE:</p> <ul style="list-style-type: none"> - Call for candidatures issued {ANNEX 5 Call for candidatures 2005-2006} - Personal approaches to candidates - there is an ExCom 2005-2006 <p>WHAT WAS NOT DONE:</p> <ul style="list-style-type: none"> - not enough competition, not all posts filled at the end, no substitutions for the ones resigning <p>SPECIAL COMMENTS / PROBLEMS:</p> <p>More tradition needed (in sense of candidates with previous IAPSS/international NGO experience), more encouragement and active pre-election campaign which would demand mutual (members-candidates) activity. Also more competition, more insight in people who candidate, more IAPSS socialization even before the candidatures etc. would be welcome.</p>				
<p> Operational objective A.1.4: Ensure the necessary conditions concerning living, studying and self development of the future ExCom. <i>ExCom</i></p>	1	2	3	4	5
	<p>WHAT WAS DONE:</p> <ul style="list-style-type: none"> - all studying agreements signed - dorms assured for some - ExCom Guide 2004-2005 developed for the future ExComs (ANNEX 26) 				


WHAT WAS NOT DONE:										
<ul style="list-style-type: none"> - public transportation not sponsored - no general agreement on dorms - training cancelled due to various reasons (preceding ExCom leaving before new arriving etc, mistakes in training preparations etc...) 										
SPECIAL COMMENTS / PROBLEMS:										
<p>More has to be done from future ExCom members themselves – respect the deadlines for dorms applications, initiate contract signatures at their home faculties more actively and especially respect the limited time-frame and get involved actively as soon as possible! However, the ExCom in office has to react more actively if it observes that the self inclusion of the future ExCom is not sufficient. Passive integration of the newly-elected in the work is not enough. The process was far from optimal in transformation period from 2004-2005 to 2005-2006 ExCom.</p> <p>Therefore, preparations should start IMMEDIATELY after the election at the GA. Continuous fulfillment of this operational objective (if understood broadly) forms the core of the Permanent Seat and Staff idea that should enable the necessary knowledge transfer within the organization when the staff and generations change. See also ANNEX 26 {ExCom guide}, ANNEX 16 {Preliminary Annual report, page 5} and ANNEX 6 {Permanent Seat Program}.</p>										
<p>❖ Operational objective A.1.5: Organize at least one event in Slovenia during the mandate 2004-2005. <i>ExCom</i></p>		<table border="1"> <tr> <td>1</td> <td>2</td> <td style="background-color: red;">3</td> <td>4</td> <td>5</td> </tr> </table>				1	2	3	4	5
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WHAT WAS DONE:										
<ul style="list-style-type: none"> - A round table was organized - Financial support was gained for the International Project Old, New Future Europe (postponed to 2005-2006) 										
WHAT WAS NOT DONE:										
<ul style="list-style-type: none"> - not enough events projects - not attracting enough attention 										
SPECIAL COMMENTS / PROBLEMS:										
Active integration in local environment can be beneficial for the Association and should be stimulated.										


Program A.2: Internal Organization Program — COMPLETED IN 2004.
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Program A.3: IAPSS Annual Conference Program {ANNEX 7}										
Operational Goal: Organization of the IAPSS Annual Conference.										
<p>❖ Operational objective A.3.1: Organization of the IAPSS Annual Conference in Moscow, Russian Federation in April 2005 <i>PAM</i></p>		<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td style="background-color: red;">5</td> </tr> </table>				1	2	3	4	5
1	2	3	4	5						
WHAT WAS DONE: The IAPSS Annual Conference 2005 was organized and took place.										
WHAT WAS NOT DONE:-										
SPECIAL COMMENTS / PROBLEMS:										
The conference suffered from serious financial problems and problems within the PAM. See also ANNEX 3 {AC 2005 Evaluation document} and ANNEX 16 {Preliminary Annual Report, page 4, 20-21}.										
<p>❖ Operational objective A.3.2: Initiating the preparations for the IAPSS Annual Conference 2006. <i>PAM 2005/2006 and ExCom</i></p>		<table border="1"> <tr> <td>1</td> <td style="background-color: red;">2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>				1	2	3	4	5
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WHAT WAS DONE:										
<ul style="list-style-type: none"> - individual talks with Esmeralde Van Vliet 										
WHAT WAS NOT DONE:										
<ul style="list-style-type: none"> - no comprehensive feedback was demanded 										
SPECIAL COMMENTS / PROBLEMS:-										

Program A.4: IAPSS General Assembly Program {ANNEX 8}										
Operational Goal: Organization of the IAPSS General Assembly.										
<p>❖ Operational Objective A.4.1: Organization of</p>		<table border="1"> <tr> <td>1</td> <td>2</td> <td style="background-color: red;">3</td> <td>4</td> <td>5</td> </tr> </table>				1	2	3	4	5
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the IAPSS General Assembly in Moscow, Russian Federation in April 2005. <i>PAM and ExCom</i>						
WHAT WAS DONE: <ul style="list-style-type: none"> - procedures established {see GA program ANNEX 8} - web page done (http://conference.iapss.org) - e-group done - general information to the delegates on the importance of the GA proceedings done - documents prepared and put at the disposal of the participants online - GA conducted successfully 						
WHAT WAS NOT DONE: <ul style="list-style-type: none"> - not enough preparation from PAM - poor communication with PAM - documents handed in too late - not enough pressure on delegates to read the documents 						
SPECIAL COMMENTS / PROBLEMS:						
 Operational objective A.4.2: Initiating the preparations for the IAPSS General Assembly 2006. <i>PAM 2005/2006 and ExCom</i>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table> <p style="text-align: center;">In PROCESS</p>	1	2	3	4	5
1	2	3	4	5		
WHAT WAS DONE: <ul style="list-style-type: none"> - PAM 2006 was elected - Individual communication 						
WHAT WAS NOT DONE:-						
SPECIAL COMMENTS / PROBLEMS: <p>Preparation of the GA should start in November, see ANNEX 3 {evaluation document}! Also the working presidency of the GA should be found before the GA and therefore be prepared for the tasks. The Agenda should be carefully prepared, not too extensive however comprehensive. There are some important decisions with legal implications to be taken at the General Assembly 2006 in Amsterdam. The consultation with the ExCom 2004-2005 on these issues is highly recommended. See also ANNEX 20 {GA official record with the list of documents} and ANNEX 21 {GA 2005 resolutions}, also ANNEX 16 {Preliminary Annual Report, page 4}.</p>						

Program A.5: IAPSS Alumni Club Program						
Operational Goal: Ensure the development of the IAPSS Alumni Club						
 Operational Objective A.5.1: To activate the IAPSS Alumni Club. <i>Giuliano Gennaio</i>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
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WHAT WAS DONE: <ul style="list-style-type: none"> - internal regulations/rules of procedure {ANNEX 27} - some discussion 						
WHAT WAS NOT DONE: <ul style="list-style-type: none"> - plans are not being implemented - no real activity 						
SPECIAL COMMENTS / PROBLEMS: <p>A lot of words being spoken but not much is done in practice. Program needs to be written.</p>						

Ad-hoc Project: Internal Regulations {ANNEX 9}						
 Operational Objective A.a.1: Clarifying the internal legal environment of IAPSS. <i>Ioana Cismas</i>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
WHAT WAS DONE: <ul style="list-style-type: none"> - the Internal Regulations {ANNEX 24} were developed, discussed and confirmed by the GA 						
WHAT WAS NOT DONE: <ul style="list-style-type: none"> - not enough feedback from members 						
SPECIAL COMMENTS / PROBLEMS: <p>At the GA discussion led to the need of further assessment of accepted IR.</p>						

STRATEGIC GOAL B: Development

Program B.1: IAPSS Regional Development Program – COMPLETED IN 2004.

The 2004-2005 experience calls for an update of the Regional Development Program. Especially the sections on the relationship among IAPSS and the Regional Centers should be clearly defined (financial matters, reporting matters etc.). For more comments see the Development and membership department report (page 17 below).

Program B.2: Regional Centers Program {ANNEX 10}					
Operational Goal: to facilitate the contacts between political science students and other relevant actors in one region and offer opportunities for the full actualization of students in one region by implementing regional centers.					
<p>❖ Operational Objective B.2.1: To further develop of the IAPSS Regional Center for Central and Eastern Europe (Bucharest, Romania). <i>Doina Tanase</i></p>	1	2	3	4	5
WHAT WAS DONE:					
<ul style="list-style-type: none"> - documents prepared - GA discussion - GA approval of establishing IAPSS branch in Romania - Organizing the annual regional conference 					
WHAT WAS NOT DONE:					
<ul style="list-style-type: none"> - Registration and GA to be done 					
SPECIAL COMMENTS / PROBLEMS:					
<ul style="list-style-type: none"> - more inclusion of the regional members necessary - more discussions in IAPSS about the relationship between IAPSS and the branch is necessary 					
<p>❖ Operational Objective B.2.2: To further develop of the IAPSS Regional Center for Latin America (Buenos Aires, Argentina). <i>Virginia Medel</i></p>	1	2	3	4	5
WHAT WAS DONE:					
<ul style="list-style-type: none"> - talks with Giselle Quintenla 					
WHAT WAS NOT DONE:					
<ul style="list-style-type: none"> - no serious research 					
SPECIAL COMMENTS / PROBLEMS:					
Active regional Coordinator needed. See the Development and membership department report (page 17 below).					
<p>❖ Operational Objective B.2.3: To further develop of the IAPSS Regional Center for Western Africa (Lagos, Nigeria). <i>Augustine Nwaka</i></p>	1	2	3	4	5
WHAT WAS DONE:					
<ul style="list-style-type: none"> - documents prepared - start work on organizing an international conference in Africa - a team has been put up to work on Africa Issues 					
WHAT WAS NOT DONE:					
<ul style="list-style-type: none"> - regional centre and conference webpage not developed 					
SPECIAL COMMENTS / PROBLEMS:					
See the Development and membership department report (page 17 below)					
<p>❖ Operational Objective B.2.4: To support IAPSS Members from all regions to develop IAPSS Regional Centers. <i>ExCom</i></p>	1	2	3	4	5
WHAT WAS DONE:					

support was given to the members who want to start a regional center (Western Africa, Eastern Africa, CEE)
WHAT WAS NOT DONE: - no campaign for starting new centers
SPECIAL COMMENTS / PROBLEMS: See the Development and membership department report (page 17 below)

Program B.3: IAPSS Fund for Assistance {ANNEX 11}					
Operational Goal: Establish the IAPSS Fund for Assistance					
<p>❖ Operational Objective B.3.1: To search for funds to facilitate the participation of students from developing countries to the Annual Conference 2005. <i>ExCom</i></p>	1	2	3	4	5
WHAT WAS DONE: The Program was written.					
WHAT WAS NOT DONE: Not implemented.					
SPECIAL COMMENTS / PROBLEMS: Program needs a coordinator.					
<p>❖ Operational Objective B.3.2: To initiate searching for funds to facilitate the participation of students from developing countries to the Annual Conference 2006. <i>PAM 2005/2006 and ExCom</i></p>	1	2	3	4	5
WHAT WAS DONE: Information was searched about international donor agencies which would fund such activities – CIDA.					
WHAT WAS NOT DONE:					
SPECIAL COMMENTS / PROBLEMS: CIDA should be contacted. As well as other agencies.					

Program B.4: Students for Students					
<p>❖ Operational Objective B.4.1: To develop the program during the mandate 04/05.</p>	1	2	3	4	5
	Not developed				

STRATEGIC GOAL C: Research and Students

Program C.1: POLITIKON— IAPSS Journal of Political Science Program <i>Giselle Quintenla</i>					
The program was only partially developed, despite the activity within. It would be highly recommended to finish the writing of the program.					
<p>❖ Operational objective C.1.1: Publish two issues of POLITIKON – The IAPSS Journal.</p>	1	2	3	4	5
WHAT WAS DONE: Issue 9 published and printed. Issue 10 published, not yet printed {ANNEX 33 – Issue 9 and 10}.					
WHAT WAS NOT DONE: Fundraising by the POLITIKON Board.					
<p>❖ Operational objective C.1.2: Establish an efficient distribution system.</p>	1	2	3	4	5
WHAT WAS DONE: Letter for libraries {ANNEX 34} and subscription form {ANNEX 35} developed.					
WHAT WAS NOT DONE: Materials (letter, form) not distributed enough.					
<p>❖ Operational objective C.1.3: Ensure a qualitative content of POLITIKON – The IAPSS</p>	1	2	3	4	5


Journal.						
WHAT WAS DONE: For issue 9 we improve the quality as we improve the number of papers submitted. In number 10, with the cooperation with ISA we also improve the amount of papers. On the other hand, IPSA and EPSnet were asked to give contacts of reviewers but they won't be use for these 2 issues.						
WHAT WAS NOT DONE: Usage of the reviewers with better academic background?						
<p>❖ Operational objective C.1.4: Increase the number of submitted papers by 50% percent during the mandate.</p>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
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WHAT WAS DONE: Done for number 9.						
WHAT WAS NOT DONE: For number 10 we received 18 papers, which is more than the past years but still low.						
<p>❖ Operational objective C.1.5: Search for opportunities concerning the administrative development of POLITIKON – The IAPSS Journal</p>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
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WHAT WAS DONE:-						
WHAT WAS NOT DONE: -						
GENERAL COMMENTS / PROBLEMS:						
<p>Strong Point of the year:</p> <ul style="list-style-type: none"> • Amount of copies printed • Cooperation with ISA and IPSA • Broad Topics that assure more papers presented 						
<p>Weak points of the year and problems faced:</p> <p>The main concerns of the Editorial Board are on the one hand the lack of funds for the distribution of the issues printed and on the other hand the problems faced concerning the communication within the Editorial Board. Taking in regard the structural changes (starting from this year the Board has members from different countries) the communication between the people working for POLITIKON has being very difficult to arrange. In Moscow the report of the EB report was presented {ANNEX 18}, explaining several difficulties, which continued also during the 10th issue. Some problems require a long term strategy while others are just adjustment that should have been done:</p> <ol style="list-style-type: none"> 1. Reviewing: <ul style="list-style-type: none"> ▪ Too many papers received for the reviewers that were working. ▪ Some reviewers did not send their work on time or even not at all. ▪ Not qualified reviewers for the topic selected 2. Fundraising <ul style="list-style-type: none"> ▪ Money for printing was gotten only by the ExCom ▪ Not self sustainable project ▪ Personal Relations and contacts for getting the funds and printing 3. Communication within the Editorial Board: <ul style="list-style-type: none"> ▪ The Board was constituted by 5 members. Our meetings were set every 2 weeks in the Yahoo Messenger and the agenda was sent before. Even if the information on these meetings was sent in advance, generally only 3 members in average were present, what generated the quorum problem and we lacked contribution to the discussion. ▪ Not all members of the board were aware of their actual responsibilities. 4. Distribution <ul style="list-style-type: none"> ▪ Poor distribution strategy or not applicable according to the funds. 						
<p>Long term Solutions to some points:</p> <ul style="list-style-type: none"> ○ Communication problem (options): <ul style="list-style-type: none"> ▪ Having a Politikon Editorial Board in one permanent seat to be established. ▪ One association taking the responsibility of the Journal (like Ed Board “PAM”) ▪ The PAM taking the responsibilities of Ed Board too. ▪ Continuing the actual status of the Board and establishing at least 2 meetings a year (Workshops) to distributes tasks and decide the main points of the issuing. Plus, the Editorial Board should encounter a way of regular meetings where the dates are established and no members is able to change it or be absent without a previous explanation and excuse. ▪ Or MORE RESPONSIBILITY by the Board members. 						



- **Distribution:**
 - **Consequently, even if we have the data to massively distribute Politikon in Libraries and Institutions abroad, we should still face the difficulty of not having enough funds for it. In order to overcome this problem, we should state clearly that the distribution cost should not be only a responsibility of the ExCom, but the editorial board and also of the offices in each continent. However, to assure the survival of this project, the printing costs should be guaranteed by the ExCom.**
 - **The PR and Fundraising Department should be in charge of selling the project to companies and institutions for the achievement of a proper fundraising.**

Program C.2: IAPSS Working Groups Program <i>Giselle Quintenla</i>						
The program was only partially developed, despite the activity within. It would be highly recommended to finish the writing of the program.						
☆ Operational objective C.2.1: Raising the awareness of the IAPSS members concerning this project during this mandate.	<table border="1"> <tr> <td>1</td> <td>2</td> <td style="background-color: red;">3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
WHAT WAS DONE: Send the call and promotion of the project {ANNEX 36}						
WHAT WAS NOT DONE: Almost no response by the members. Promotion campaign not strong enough.						
☆ Operational objective C.2.2: Investigate and create the proper structure for the working groups to develop.	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td style="background-color: red;">5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
WHAT WAS DONE: The wiki platform was done and it's working and use.						
WHAT WAS NOT DONE:-						
☆ Operational objective C.2.3: Start at least four working groups in the period of the mandate.	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td style="background-color: red;">4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
WHAT WAS DONE: 4 WG were started						
WHAT WAS NOT DONE: Once the WG is established its activity is limited.						
GENERAL COMMENTS / PROBLEMS: This year the WG resolution was finally put into practice. The Working Groups got a suitable Web space in our web site in a WIKI platform that allows the coordinator of the groups to update the information directly and freely. Weak Point of the year is that the Working Groups established did not work properly and some of them are currently inactive. The idea started with a lot of strength but decayed with the time. More offers should be given from our association for the WG coordinators to feel more support and encourage.						

Program C.3: IAPSS Annual Academic Conference Program						
Operational Goal: to organize the IAPSS Academic Conferences.						
The program was only partially developed, despite the activity within. It would be highly recommended to finish the writing of the program.						
☆ Operational Objective C.3.1: Assure the organization of the Academic Annual Conference 2005 in Georgia in July 2005. <i>Giselle Quintenla and IAPSS Georgia</i>	<table border="1"> <tr> <td>1</td> <td style="background-color: red;">2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
WHAT WAS DONE: The organizer was selected. The webpage was developed. Few possible donors were contacted (OSI Budapest from the side of ExCom)						
WHAT WAS NOT DONE: The conference was postponed 2 times due to low application status and financial difficulties. The AAC 2005 most probably will not take place.						
☆ Operational Objective C.3.2: Initiate the preparation for the IAPSS Annual Academic	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td style="background-color: red;">4</td> <td>5</td> </tr> </table> <p style="text-align: center;">PLANNED FOR SEPTEMBER</p>	1	2	3	4	5
1	2	3	4	5		

Conference 2006. <i>ExCom</i>	
WHAT WAS DONE: The call was sent to the new ExCom for them to use it. Criteria too.	
WHAT WAS NOT DONE: -	
GENERAL COMMENTS / PROBLEMS: There have been several changes in the draft project presented. From the first date set (July 11th to 16th 2005) the organizers moved it to October 2005 when it did not happen. This was the second year that the AAC was not organized despite preparations. Some suggestions: <ul style="list-style-type: none"> - The procedure for the organization of the AAC should be more clearly defined and respected by the organizers. - Also the tasks of the ExCom should be defined with greater care. - The criteria for a decision on the organizer should also be previous involvement of the organizer within IAPSS. - The selection procedure should take more time, giving the applicants the possibility to update their applications and be selected only afterwards. - The ExCom should seriously consider its involvement in the FINANCIAL preparations for the event and, if possible, make commitments. 	

Program C.4: Students and Community					
 Operational Objective C.4.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
WHAT WAS DONE: -					
WHAT WAS NOT DONE: program not written, also no structural approach.					
SPECIAL COMMENTS / PROBLEMS:-					

Program C.5: Academic Resources for Students					
 Operational Objective C.4.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
	Will be done				
WHAT WAS DONE: some starting activity.					
WHAT WAS NOT DONE: no program written, also no structural approach.					
 Operational Objective C.5.2: To initiate the creation of a database with research work done by students. <i>Giselle Quintenla</i>	1	2	3	4	5
WHAT WAS DONE: started and the wiki platform was created					
WHAT WAS NOT DONE: Not many contributions and the organization of the ones received is poor					
GENERAL COMMENTS / PROBLEMS: Idea of the project is to collect the research papers on specific topics and to create databases with them, including those of other IAPSS projects (Politikon, AAC). The database is not constructed yet, since there were not enough contributions sent. The project needs to be rethought, also if it is viable and needed within IAPSS.					

STRATEGIC GOAL D: IAPSS in the World¹

Program D.1: Students voice					
Operational Goal: To empower students to be an active part of the international community. <i>ExCom</i>					
Operational Objective D.1.1: To develop the program in the period of the mandate 2004/2005.	1	2	3	4	5
WHAT WAS DONE: Drafts of the program. {ANNEX 12}					
WHAT WAS NOT DONE: Active strategy neither developed nor implemented.					
Operational Objective D.1.2: To identify international institutions and international NGOs and to relate their work with the work of students	1	2	3	4	5
WHAT WAS DONE: <ul style="list-style-type: none"> - some institutions were identified and also approached (UNESCO; GLOBAL COMPACT; COUNCIL OF EUROPE) - activity within IFISO 					
WHAT WAS NOT DONE: <ul style="list-style-type: none"> - not enough NGO cooperation 					
SPECIAL COMMENTS / PROBLEMS: See the International Cooperation department report below.					

Program D.2: POLSCI community					
Operational Goal: To contribute actively to the development of an international political science community. <i>ExCom</i>					
Operational Objective D.2.1: To develop the program in the period of the mandate 2004/2005	1	2	3	4	5
WHAT WAS DONE: <ul style="list-style-type: none"> - program draft written, changes needed. {ANNEX 12} 					
WHAT WAS NOT DONE: <ul style="list-style-type: none"> - no update of the program 					
SPECIAL COMMENTS / PROBLEMS: See the International Cooperation department report below.					
Operational Objective D.2.2: To stimulate cooperation and common activities with Political Science Associations and Political Science Institutions.	1	2	3	4	5
WHAT WAS DONE: <ul style="list-style-type: none"> - something done with IPSA, ISA - established contacts with ECPR and Epsnet - letter to BISA, AAPS and Australasian PSA - letter to major associations sent 					
WHAT WAS NOT DONE: <ul style="list-style-type: none"> - not enough activity with EPSnet ECPR or APSA 					
SPECIAL COMMENTS / PROBLEMS: See the International Cooperation department report below.					




Program D.3: Interdisciplinary world					
Operational Goal: To encourage interdisciplinary as a mean to promote communication and understanding between fields and cultures. <i>ExCom</i>					

¹ Draft programs for this strategic goal (D) can be found in the ANNEX 12.

<p>❖ Operational Objective D.3.1: To develop the program in the period of the mandate 2004/2005.</p>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
<p>WHAT WAS DONE: - partially written {ANNEX 12}</p>						
<p>WHAT WAS NOT DONE: - not updated</p>						
<p>❖ Operational Objective D.3.2: To promote increased networking among student organizations, schools, NGOs, and institutions coming from different fields and cultures.</p>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
<p>WHAT WAS DONE:-</p>						
<p>WHAT WAS NOT DONE: - IFISO platform was not used to find partners for interdisciplinary projects</p>						
<p>SPECIAL COMMENTS / PROBLEMS: See the International Cooperation department report below.</p>						

STRATEGIC GOAL E: Non-Formal Education

<p>Program E.1: IAPSS Worldwide {ANNEX 13}</p>						
<p>Operational Goal: IAPSS in all Political Science Schools <i>Veera Haapaniemi</i></p>						
<p>❖ Operational Objective E.1.1: To develop a database with political science departments. <i>Veera Haapaniemi and Stefan Cibian</i></p>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
<p>WHAT WAS DONE: - calls were sent out to IAPSS members to ask for information – one was received back - wiki – webpage was developed to allow members and non-members to add information directly - the database structure was created</p>						
<p>WHAT WAS NOT DONE: - not much info was put in the wiki yet</p>						
<p>SPECIAL COMMENTS / PROBLEMS: It is questionable if “another” database is needed.</p>						
<p>❖ Operational Objective E.1.2: To establish, regularly update and distribute the IAPSS Guide.</p>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
<p>WHAT WAS DONE: IAPSS Guide was established.</p>						
<p>WHAT WAS NOT DONE: No action was taken (distribution etc).</p>						
<p>SPECIAL COMMENTS / PROBLEMS: Clear, simple and brief IAPSS self-presentation is needed. The activity in the PR department nevertheless helped overcome some problems.</p>						
<p>❖ Operational Objective E.1.3: To strengthen the IAPSS community spirit and identity.</p>	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
<p>WHAT WAS DONE: - IAPSS song was sang at the GA - The ExCom traveled together to Moscow and went on work trips, - Events (Regional Conferences) are attracting people</p>						
<p>WHAT WAS NOT DONE:-</p>						
<p>SPECIAL COMMENTS / PROBLEMS: More IAPSS events would be welcome.</p>						

Program E.2: IAPSS Yellow Pages {ANNEX 14}					
Operational Goal: to develop the IAPSS web page as a tool in providing users with useful political science information.					
 Operational Objective E.2.1: To develop the Word-Fact Book. <i>Giselle Quintenla</i>	1	2	3	4	5
	The PROJECT WAS TRANSFORMED				
WHAT WAS DONE:					
WHAT WAS NOT DONE:					
SPECIAL COMMENTS / PROBLEMS:					
<p>“The world fact book” was a former IAPSS project where members were in charge of updating it with general information and some remarks on the current situation in their countries. Due to the lack of interest of the members in updating this database and Oslo’s too, the project collapsed last year.</p> <p>“A different view” appeared as a supplement. People from different countries send articles on their political situation and also on different matters concerning international politics and act as correspondents from their countries to the IAPSS community. The first call was sent at the beginning of August 2005. Articles are online in Wiki format, plus there is a monthly magazine containing these articles sent. See ANNEX 37 {Magazines}.</p>					
 Operational Objective E.2.2: To develop the Opportunity Center. <i>Eveline Hügli</i>	1	2	3	4	5
	<p>WHAT WAS DONE: The Opportunity Centre has been fully renewed and re-established. A more appropriate division has been found in comparison to the former OC (regions instead of types of opportunities). In comparison to the old OC the events are announced way before they actually take place – events as far as October 2006 can be found. Furthermore, the sections ‘Europe’ and also ‘Americas’ (at least partially; mainly U.S.) are very well developed. Moreover, the OC has been advertised in all the e-groups where the IAPSS-ExCom is a member. All in all, the new Opportunity Centre is a clear success.</p>				
WHAT WAS NOT DONE:					
<p>However, not all the outcomes of this year are satisfactory. The technical issues have been solved not earlier than June 2005. The first proposal, including structure and graphic outlook, has been made in November 2004. The technical implementation by the webmaster, however, was less than acceptable. Even after regular requests and discussions in the ExCom meetings, there was no will of cooperation from the side of the webmaster. The only consequent decision was, therefore, to remove the dysfunctional and highly inappropriate form of the OC from the website until a solution concerning webmaster and technical issues were found. Until June 2005 the OC was not seen as a priority. This decision can be regarded as a severe misperception of the promotional potential of the OC and of IAPSS as a service-provider. Finally, in June 2005, a new technical form was introduced – Wiki – where the work on the OC could be done independently without webmaster or further cooperation. For the OC this was definitely the saving step. Another unsatisfactory element is the development of the OC in regional terms. Even if, as stated above, the OC is very developed for Europe and at least partially for the Americas, it remains difficult to find opportunities from Africa, Asia and Oceania. Although invited to contribute, there was zero involvement and initiative by members of the IAPSS community to post opportunities.</p>					
SPECIAL COMMENTS / PROBLEMS:					
<p>For the future development remains a huge task: the extension of the Opportunity Centre in the regions Africa, Asia, Oceania and also Americas (especially the non-English speaking part). Furthermore, the regular updating of the OC has to be ensured – only an accurate and updated OC is a useful promotion and service tool.</p>					
 Operational Objective E.2.3: To create and further develop the Jungle Book for Associations. <i>(Eveline Hügli)</i>	1	2	3	4	5
	<p>WHAT WAS DONE:</p> <p>Another to-do for 2004/2005 according to the Annual Report 2004 has been implemented: a platform for established and new associations-to-be to share inputs on projects, activities and usual university business. This platform can be a useful tool to share ideas and experiences. Another benefit: no one ever read any Annual Association Report, so why should an association bother to write and submit a report once a year just because they are asked to do so?</p>				
WHAT WAS NOT DONE: -					

The main starting problem with the platform is the fact that only few Annual Association Reports were handed in. Furthermore, the form of the Annual Association Report was not very useful: most of the associations explained only two of their projects. What is missing here is most important of all the description of usual association business. Associations are not only organizing lectures, round-tables or parties and excursions. Associations represent the students in the faculty, in working groups, when problems with professors and exams appear, etc. All this was not part of the Annual Association Report. Moreover, when the associations, which sent a report, were asked individually to update and extend their information, only a very limited feedback occurred. The platform though is functional, but not optimal.

SPECIAL COMMENTS / PROBLEMS:

For the future development several aspects have to be considered: first of all, more associations have to be encouraged to write comprehensive and (in terms of the Jungle Book) useful reports. They shall not only describe their social and academic events, but also their representational function. Second, somebody has to be in charge of transforming the information from the reports into new links in the Jungle Book in case the associations cannot manage themselves.

Program E.3: Student Exchange

Operational Objective E.3.1: To develop the program in the period of the mandate 04/05

1	2	3	4	5
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Program not developed

Program E.4: Mentoring

Operational Objective E.4.1: To develop the program in the period of the mandate 04/05

1	2	3	4	5
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Program not developed

Program E.5: Twinning

Operational Objective E.5.1: To develop the program in the period of the mandate 04/05

1	2	3	4	5
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Program not developed

SPECIAL COMMENTS / PROBLEMS:

Twinning activity is present among IAPSS members however no coordinated action is currently taking place.

Program E.6: Leadership

Operational Objective E.6.1: To develop the program in the period of the mandate 04/05.

1	2	3	4	5
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Program not developed

Program E.7: Strengthening Political Science Student Representation

Operational Objective E.7.1: To develop the program in the period of the mandate 04/05.

1	2	3	4	5
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Program not developed

STRATEGIC GOAL F: Formal Education

Program F.1: Political Science Curricula					
Operational Objective F.1.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
Program not developed					
Program F.2: IAPSS Four Seasons University					
Operational Objective F.2.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
Program not developed					
SPECIAL COMMENTS / PROBLEMS:					

STRATEGIC GOAL G: Career

Program G.1: Internship Program					
Operational Objective G.1.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
Program not developed					

Program G.2: IAPSS Internship Program {ANNEX 32}					
Operational Objective G.2.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
WHAT WAS DONE: The Program was partially written {see ANNEX 32}. Also, two volunteers in Ljubljana were internees. Furthermore, EVS application process was being initiated by the ExCom.					
WHAT WAS NOT DONE: -					
SPECIAL COMMENTS / PROBLEMS: Program should be finished in order to define the internship at IAPSS which can provide a useful HR strategy.					

Program G.3: Career Tracks					
Operational Objective G.3.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
Program not developed					

Program G.4: Career Days					
Operational Objective: G.4.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
Program not developed					

Program G.5: Job Related Activities					
Operational Objective: G.5.1: To develop the program in the period of the mandate 04/05	1	2	3	4	5
Program not developed					

PART 3 - Report on activities of IAPSS executive structure (departments' reports)

✿ Academic Department report (*Giselle Quintenla*)

The Academic Department has performed the following activities:

- Evaluation of the problems
- Organization of the priorities and goals for this year in the academic field
- Recruiting new members to collaborate in this department

✿ Development and Membership department (*Veera Haapaniemi*)

The Development and Membership department is working in the fields of current members, new members and regional development. In the membership part the coordinator of the department was working relatively alone for the whole mandate. In the field of regional development the main contributors were coordinator for Bridges Network Doina Tanase and the coordinator for Africa Augustine Nwaka. Besides these people a team was working in Bucharest for Bridges network and another team formed of volunteers in Ljubljana and in different countries in Africa, was working for the IAPSS' development in Africa.

In the new members part {see ANNEX 38 for new members in 2004-2005} IAPSS has embraced 30 new associated members. The geographical distribution of the new associated members was following; 73% from Europe, 17% from Africa, 3% from Asia, 3% from North America, 3% from Central America and 3% from South America. Unfortunately there are only 3 new association members but on going talks with several potential association members continue. The 3 new association members are PSSA Concordia from Montreal, Canada, NUPSSA from Nairobi, Kenya and FV Pol from Zurich Switzerland. Two association members, Aktive Fachschaft Politikwissenschaft from Marburg and IPOSS the national German association decided to withdraw their membership from IAPSS.

The lack of new association members is due to several factors including the ineffectiveness of the membership and development department, the lack of human resources in the department and due to the fact that IAPSS is not fully developed yet to offer some real benefits to the members coming outside Europe. An assessment of the policy on finding new association members should be done, as the old ways seem to be inadequate. In the future the recruitment of the new members will be done on a much higher volume from the regional centers.

The communication with many association members has been constant and some new forms of communication have been established. The personal phone calls were introduced and welcomed with enthusiasm with vast majority of the members. The result from intensive communication with the members the department has managed to get some sleeping IAPSS members back to the association and has pointed out the associations that are not active anymore.

The membership requirements have changed both for association and associated members, due to Slovenian legislation, therefore new application forms were created {ANNEX 39} and extended databases for both associated and association members were created. Also the data bases for the potential association members that have been contacted have been created. In order not to loose the contact information for old-IAPSS members and staff a databases for these members should be established shortly.

Despite the communication with the associations, IAPSS remains unknown in most of the faculties where IAPSS has association members. The links between the IAPSS ExCom and the associations, as well as between the associations, are the contact persons. In order to keep this link working a guide was made for contact persons – online version (http://www.iapss.org/callfile.php?file=call/guide_index.htm) and document version {ANNEX 40} – which clarifies their tasks and responsibilities and gives guidance on how to reach these responsibilities. If the information still does not reach the members in the future, a more efficient system of providing information should be created during the next mandate.

In the field of regional development the biggest achievement has been the establishment of first working regional center; Regional Center for Center, East and South-East Europe in Bucharest, Romania. The center already held its first regional conference and it continues to develop its functions relatively independently from the IAPSS headquarters.

With the appointment of the Coordinator for Africa a new era has started in the African IAPSS development. The team working for IAPSS in Africa has expanded enormously and reached new areas where IAPSS didn't have members previously. A date for the first ever IAPSS meeting in the African continent was set to November 2006.

The development with the regional center in Latin America has halted, due to the inactivity of both the coordinator of the membership and development department and the coordinator for Latin America.

✿ **Financial Department report** (*Stefan Cibian*)

During the mandate the Financial Department performed the following activity:

- a. Development of the IAPSS Internal Financial Management System (accounting, charts, standardized forms, etc).
- b. Management of the IAPSS financial resources.
- c. Keeping the books for IAPSS on regularly basis.
- d. Management of the IAPSS Bank Accounts and of the relationship with the Bank on regularly basis.
- e. Development of the IAPSS Budget.
- f. Development of the IAPSS Policy on Refunds.
- g. Producing monthly financial reports for the IAPSS ExCom and SupCom.
- h. Development of the IAPSS Internal Financial Regulations.
- i. Consulted accountants for getting informed on the Slovenian requirements in the filed of finances.
- j. Development of the Financial Reports required by the Slovenian Authorities.
- k. Gathered financial information from past years in order to develop an IAPSS Financial History.
- l. Development of the Preliminary Annual Financial Report of the ExCom 2004/2005.

See PART 4 (Financial report) below.

✿ **Fundraising department report** (*Matija Kovač, Stefan Cibian*)

- a. Application for European Commission Grant EAC 68/2004 (series of projects; **successful**).
- b. Application for European Commission Grant EAC 81/2004 (support for international NGOs; **unsuccessful**).
- c. Application for funding of the IAPSS PR material printing with the University of Ljubljana (**successful**).
- d. Application for Faculty of Social Sciences Ljubljana resources for POLITIKON, issue 9 (**successful**).
- e. Application for additional resources for Permanent Seat from ŠOU and Municipality of Ljubljana **unsuccessful**).
- f. 4 applications with the council of Europe (**unsuccessful**)
- g. Fundraising strategy developed
- h. Some local private firms contacted and asked for support (**unsuccessful**)
- i. Preparation of the sponsorship agreement.
- j. Inquiry for funding with European Youth Foundation.
- k. Local student organizations approached in order to obtain financial help.
- l. Negotiations conducted with the main sponsor (ŠOS) about the contractual support promised to IAPSS.

See the operational objective A.1.1 implementation report (above). It is clear that IAPSS financial situation is not the most promising at the start of the 2005-2006 mandate; however funds were assured for the major period of the successive ExCom mandate with redistribution, reduction of expenses and some additional income. This affected the work of the ExCom. Some ExCom members left the place of Permanent seat earlier because of the lack of funds, the others had to find a work during their stay in order to assure the

necessary money. The topic also caused some frustrations among the members; however, the reality is that more was talked about the problems than actually being done in practice by majority.

The ExCom was informing the Supervisory Committee on regular basis about the financial situation of the Association. Beside that members and the 2005-2006 ExCom were also notified of the financial difficulties the Association is facing. It would be of most help for the financial sustainability of the Association if more people would be involved in FR activities in the future. The picture is however clear: there is a GENERAL CONSENSUS ON THE TREND that there is less and less money available directly for the student activity in Slovenia (despite the fact that the environment is still relatively positive for the work of the NGOs) what brings to the conclusion that there is a need to fundraise outside the place of Permanent Seat.

The members of the future ExCom should more intensively investigate the possibilities to obtain funds (a) in their home countries (b) continue the work done in fundraising on the international level (EU funds... - in this respect we will definitely help with our experience) and (c) APPROACH THE PRIVATE SECTOR (however most probably not in Slovenia).

The financial problems of 2004-2005 could have been (as most others) avoided with (a) more rational and cautious expenditures in Permanent Seat preparation phase in September 2004 (b) more emphasis and knowledge of the FR field during the mandate in general and in combination with more activity of individuals (c) with help of the members.

General Secretariat (*Ioana Cismas*)

In what concerns the communication processes IAPSS is in many respects similar to a spider web. The General Secretariat is the basic communication nod in the IAPSS web. Therefore, its main attribution is to direct and redirect the information flow between the members, the ExCom, the other IAPSS bodies, the IAPSS partners and the environment in which our association exists. This General Secretariat has the primary role to enable all the other departments in the organization to function in excellent conditions providing them with the necessary material and logistic support. The General Secretariat is in the same time the depositor of the organizations past and the supervisor of IAPSS' continuity, by being in charge with elaborating and transmitting the associations' archive.

Communication & Correspondence

The activity that was carry out on this subfield of the General Secretariat concerned the internal communication, meaning the constant contact with the members via the internal e-groups and e-mails and the following IAPSS bodies: the Supervisory Committee, the Premium Association Member, the Editorial Board.

The communication with the members was stimulated on the internal e-groups; still the feedback was rather poor through out the mandate. A limited number of Annual Reports was sent in by the IAPSS association members, a limited number of specific and general requests came from the members.

The Supervisory Committee was constantly informed upon all the activities and documents produced by the ExCom. Some members of the SupCom were active in sending valuable input and advice to the ExCom. Some were quiet.

On the other hand the communication with the Premium Association Member was sporadic and not efficient. Only few of the many e-mails that were sent to the representatives of the Premium Association Member by different ExCom and staff members received a reply. Only few of the many phone calls made by the ExCom members were answered. Most of our questions are still not answered and information about the AC & GA has not been sent to the ExCom on regular basis. The breach in communication affected negatively the work of the ExCom and the atmosphere among the IAPSS members.

The ExCom considers transparency as one of the values by which our work is guided. Thus all the Minutes of the Executive Committee meetings which give an accurate insight upon all the discussed topics and the

decisions made are available on the iapss_staff e-group and therefore they are available for the contact persons and IAPSS staff in general.

The communication with the exterior actors was assured through the official IAPSS e-mail addresses and by mail. IAPSS databases with different contacts were established in order to facilitate the communication with the exterior.

A policy on IAPSS e-groups has been set up with the intention to assure a clear overview on the existent electronic means of communication. {ANNEX 31}

In order to regulate the situation of the in- and outgoing correspondence, to make the documents and the mail easily traceable and transparent an IN-OUT register and specific folders for mail and official documentation have been established.

IAPSS Archive

As stressed several times in the past the need to have an IAPSS archive in order to be able to have an overview upon the past of the Association and upon the work, activities and project of the former Executive Committees is imperious. Therefore a policy on archiving {ANNEX 31} has been established which deals with the requirements for content and format of the archives. According to this policy the IAPSS archive in paper format and electronic version was produced with the available documentation sent by the former members of the ExComs. As such, we would like to thank those who answered to our call and helped us with relevant material.

IAPSS library

Several books, manuals, reviews etc. which could support or improve the activities of the departments and of IAPSS as such have been gathered in paper format and indexed or in electronic format.

Human Resources Department report (Steffi Hoeneck)

With the establishment of the IAPSS Permanent Seat a department for Human Resources was set up for the first time. The set up included beside others the sign of the IAPSS Reporting System which started with the design of the IAPSS Policy on Reporting which was approved by the Executive Committee. This policy included the standard forms that were supposed to be used by the reporting staff, namely the HR Reporting Chart and the HR Work Planner. The ExCom furthermore agreed to design the reporting system according to the needs of the single staff members. The result was a flexible reporting system which allowed a personal setting of reporting periods in cooperation with the HR Department.

The official start of the reporting system was set in November 2004. But actually it could never be implemented as a whole. Nonetheless it turned out that the system needs to be renewed, and ideas to make a kind of restoration were started to put into practice. Further important results were the IAPSS Policy on Personnel and the IAPSS Policy on Volunteers which were approved by the Executive Committee. {ANNEX 31}

Professional training could not be provided during the mandate due to the financial situation of the Association although this point turned out to be essential for the working of the Association's Human Resources in executive and decision making functions. Nonetheless some members offered »private« training facilities like e.g. the working weekend on strategic planning.

The recruitment of additional IAPSS staff became something like an instant problem of the department. The needs of staff in the single departments could be listed due to a survey carrying out the needed positions including a description of their work. These needs have been announced publicly via various channels:

- different international mailing lists
- the IAPSS newsletter
- personally in via e-mails to interested persons

The outcome was more or less quite poor. In spite of contact with persons who announced their interest in getting involved in the work of the association only very few positions could be permanently filled.

The IAPSS Staff 2004-2005 list can be found in PART 8 of the report.

International Cooperation Department report (*Matija Kovač*)

The main goal of the department was to manage the relations with the partners, that is in a) to establish/manage the communication with them and b) to seek for possible joint projects with them and IAPSS or IAPSS members and at least first phase or help with their development. Action according to the partners was the following:

a) International/national Political Science Associations

- a. **IPSA** –regular communication, few projects in progress (Fukuoka 2006 World Congress: panel + two ExCom members should attend the event; Political Science Departments database [no action]; agreement on mutual advertisement; talks on potential help of IPSA with the redistribution of one issue of POLITIKON).
- b. **APSA** – communication, APSA congress attendance.
- c. **EPSnet** – some communication; no common projects
ECPR – some communication
- d. **ISA** – International Studies Association – communication established, cooperation agreed - invitation to become Cooperating Organization accepted; also agreed involvement at their next Annual Meeting (2006 San Diego)

b) International Student Associations

- a. Regular communication within IFISO (Informal forum of international students organizations) – biannual meeting.

c) **Political Science Institutions** – no organized action beside Faculty of Social Science in Ljubljana. Separate activities of individuals – promoting IAPSS.

d) **Non-governmental actors** – no organized action, but great potential.

e) International/regional/national (inter)governmental institutions:

- a. approaching only with funding requests so far (EU)
- b. Participatory status for the **Council of Europe** granted – to be continued in the future
- c. Investigating for consultancy status within **UNESCO** and **ECOSOC** (Stefan)
- d. Partner of **GLOBAL COMPACT**

Challenges

More volunteers are needed to work on the field. Optimal solution would be to get contacts within the Partner Institutions which would be a political science students taking responsibility for communication and development of relations between IAPSS and cooperating institution. Furthermore, the coordinator of the department should because of the broadness of work be responsible solely for International Cooperation.

Legal department report (*Stefan Cibian, Ioana Cismas, Matija Kovač*)

- a. Reorganization of the department was done; agenda for the GA 2005 developed; database with and monitoring of resolutions was created; registration of the ExComs and changes of contacts in the Netherlands were done.
- b. Development of an IAPSS Internal Regulatory System was partially done.
- c. Inquiry on the Registration of Politikon-the IAPSS Journal for Political Science was conducted.
- d. Consultations with and legal advice from Slovenian Centre for Nongovernmental Associations on the Slovenian law on associations was conducted. On the basis of the investigation the membership criteria was established.
- e. [Modification of the IAPSS Slovenia statute](#) in accordance with the IAPSS the Netherlands Statute adopted in Marburg and its translation to English were made, plus [Explanatory document to the](#)

[Statute](#) created (explanations to changes made from the IAPSS the Netherlands Statute adopted in Marburg).

- f. Employment contracts were prepared, however they should be readapted.
- g. Internal Regulations {ANNEX 24} and Rules of Procedure for the GA were developed and accepted by the GA
- h. Proposal on the resolution of the issue of registration of IAPSS (2 Associations issue). On the basis of the investigation of the ExCom IAPSS GA has adopted decision that IAPSS was legally dissolved in the Netherlands and the Slovenian legal entity has been named its legal successor. In order to implement decision legally the GA in 2006 has to accept necessary Statute changes implying that IAPSS was established in 1998 in the Netherlands and that the Slovenian legal entity is the legal successor. When the statute changes are adopted, their registration should be supported with the dissolution documents of IAPSS registered in the Netherlands plus the dissolution resolution of IAPSS Netherlands stating the previously mentioned facts. The ExCom 2005-2006 should consult the ExCom 2004-2005 when dealing with these particular legal issues.
- i. The ExCom 2005-2006 should bear in mind that the legislation on Associations in Slovenia is changing and therefore analyze the implications the change will have for the work of IAPSS, especially on the field of membership and financial matters.
- j. Legal inquiry concerning Slovenian and Romanian legislation on establishment of branches was partially conducted. In general legal solutions to branch creation is required before the Association continues its regional development legally. It is recommended that the ExCom 2005-2006 proposes the necessary statute change which would include the IAPSS branches (Regional Centers) into the structure of IAPSS registered in Slovenia, define their rights, duties, checks and balances, devote special attention to financial matters and other relation-based principles.

Planning and Monitoring Department report (*Matija Kovač, Eveline Hügli*)

In planning assessment and update of IAPSS Strategic Plan was conducted. As an outcome of this process IAPSS Strategic Plan 2004-2008 version D {ANNEX 1} was produced. Based on the Strategic Plan 2004-2008 version C the Operational Plan 2004-2005 {ANNEX 2} was developed. Afterwards programs of the Strategic Plan 2004-2008 were appointed to individuals for drafting and implementation. Not all the programs were developed, written or implemented.

In the field of monitoring regular monitoring of the Strategic Plan 2004-08 has been conducted. This means that an overview over the current state of implementation has been given four times (last report also serves as basis to PART 2 of this report). Monitoring of the Operational Plan 2004/05 took place twice, however only towards the end of the mandate.

However, on the one hand, the monitoring tool could have been used better. Monitoring only makes sense if the results are used in order to improve the work, identify the problems and take appropriate measures. On the other hand, this lack of use may be a result of the fact that it was very difficult to obtain the reports from some members of the ExCom. Even after they were given two options for reporting (a lazy one and a standard one), cooperation was very low. It seems strange that the ExCom is deciding something it is not willing to fulfill afterwards. The result was delays and missing information in the reports. The fact that monitoring often took place on the basis of missing written programs and projects did not make it easier. Furthermore, the 'double'-reporting (reporting activities for the Human Resources and progress in the programs and projects for the Monitoring) seemed to further decrease the willingness of people to spend time writing reports.

Challenges:

Planning

During the planning process it turned out some plans were set too ambitious in terms of comprehensive planning which could however not be implemented this year. What also appeared was the skepticism over too complicated planning process non-understandable for people outside the ExCom. Furthermore, the ExCom faced difficulties to follow the initial Operational plan.

Monitoring

The use of plans (Strategic Plan and Operational Plan) makes it necessary to introduce some basic monitoring. This can be, as in our case, the regular monitoring of the progress of the Strategic Plan and an irregular update on the Operational Plan. However, if the ExCom does not know where it exactly stands in his work at a certain point of time, it might be very difficult to use the planning tool effectively. But for this a certain degree of cooperation and will to implement what has been decided from the side of the ExCom is needed. A lot of people might perceive the reporting systems as a burden – indeed, having both a reporting system for Monitoring and for Human Resources can be time-consuming. In our case, both of the systems were working sub-optimal due to the lack of time, willingness and cooperation. For such a case, solutions have to be found in the future.

Project Development Department (*Stefan Cibian*)

The Project Development Department (PDD) was established at the end of February by the IAPSS ExCom. PDD has two major goals:

- a. to ensure the necessary know-how on project development within IAPSS
- b. to monitor all IAPSS Projects which are not part of the Strategic Plan.

In the short period from its establishment, the internal organization of the department took place. In what follows the department will focus mainly on offering assistance for writing grant applications, developing a database with IAPSS members and staff qualified/interested in project development and create a monitoring mechanism for the projects in process of implementation.

Public Relations Department report (*Eveline Hügli, Matija Kovač*)

The Public Relations Department took off well into this mandate, although available human resources were in general missing. The first and foremost task of the Department was to create all the necessary material for other departments to do their work and for our members to advertise the organization they are member of. This included the designing and printing of Business Cards for the Ljubljana-Staff, Leaflets, Information Catalogues and Posters {ANNEX 41}. Furthermore, digital material (like slideshows) had to be prepared ad-hoc for several events. Transparency of the work of the Association was assured by the regular issuing of a Newsletter – in comparison to former years a more colorful but short and to the point document with the possibility to get informed more in depth in additional documents. For Christmas in Slovenia, the Department sent Seasonal Greetings to embassies and institutions located in Slovenia.

The preparation of the material was not without problems. Lacking contributions and cooperation by some of the members of the ExCom (and also other involved Staff) were the main hurdles. The use of the cost-intensive PR-Material, moreover, was twofold: a positive point was that it was given to our members for further use and distribution. The grey spot in this point is that the usefulness of the material given to the members cannot be estimated. A negative point though was the ratio of demand-delivery-use. In specific, the pressure from the side of a member of the Fundraising Department to issue an Information Catalogue was enormous and fulfilled in work-free time over Christmas by the Department but soon after the Information Catalogue was ready to support fundraising attempts, the person in question resigned from his post.

It is no secret that PR-Material is relatively cost-intensive if the ratio of input (financial resources) and output (material and its effectiveness) is not reasonable. The optimization of this ratio has to be an objective of every ExCom that is spending financial resources on PR-Material.

PART 4 – Report of the PAM Executive Committee member

Nikolay Pakhomov, Executive Committee member (Premium Association)

In 2001 in Rome, at the Annual conference of the International Association of Political Science Students (IAPSS), as a representative and head of the Russian Youth Association of Political Science (YAPS) I was only an observer. Since that time, I had taken an active role in the work of IAPSS and with the help of it; I supported the development of political science in my country. It was a great honor for me to become a member of the first international Executive Committee of IAPSS. As a member, I represented the Premium Association, and took part in the preparation and conduct of IAPSS Annual conference, the association's most important event.

In this report, I would like to concentrate on goals that I set for myself as a member of the Executive Committee, and on their accomplishment during the past year. As I have mentioned before, the Political Science in Russia is coming unwound. There, of course, are many problems, which concern particularly the development of cooperation among students, who are the future of the political science in our country. In this case, YAPS was able to establish connections with all regions of the Russian Federation, which, as you know, is a very big country. Groups of political science enthusiasts from North – West, South, Central Russia, the Ural region, and from cities in far Siberia were inspired to be more active, since they understood that by working with YAPS, they become members of the international student network created by IAPSS. They have received a lot of support from YAPS, crucial support which can't be expressed with words.

Secondly, I regard as essential to keep up the international character of IAPSS's activities. It is well known, that IAPSS commenced as a European association. When I launched my work with IAPSS in Rome in 2001, it was a turning point for the organization – for the first time IAPSS became truly international. Nevertheless, at that time to think about conducting an annual conference in Moscow, was still a dream. I have always believed that IAPSS should not only pay peculiar attention to the dissemination of its network of friends in Europe, Asia, and Africa and on the West Hemisphere. In my opinion, it is very crucial that IAPSS should expand its activities into the Eurasian area of the former Soviet Union, where democracy and an independent, unique political science are making their first steps. I have learned that for the past year the interest to work with IAPSS has flourished in the Caucasus region, and Central Asia. I think that it is essential for IAPSS to continue working in this area of the world.

My next priority was to organize and conduct the annual IAPSS conference in Moscow, as an event of the leading student political association in the world. As I am writing these words, the preparation for the conference is being finalized. I will assure you today, that the conference in Moscow is going to be an unprecedented event. I would particularly like to point to the importance of the conference's topic, which has to do with the destiny of the transition paradigm today. In itself, transition implies that it has the beginning and the end. Because of this some of the important questions, which are to be answered by participants and guests of the conference, are: What are the political regimes and civilization preconditions of the contemporary world? What kind of political systems do people aspire to achieve in different parts of the world? What is going on in the contemporary international relations? Is democracy the ideal form of social and political system for all nations on earth?

In this report, I would also like to touch upon several issues in the work of IAPSS. Since the time I have undertaken my duties as the member of the IAPSS executive committee I have noticed several problems and shortcomings of its work, which, I think should be taken care of in the nearest future.

As the head of the Organizing committee of the Annual conference of IAPSS, I consider the amount of the registration fees as too low. I understand that participants of the conference are only students, but the lack of sufficient financing may cause failure of the event. Therefore, I would recommend that the registration fees be raised. I suggest, that the General Assembly agrees on a set monetary interval for the period of time, for example five years, which would vary accordingly to the place of the conference. It is apparent that the cost for organizing such events differs from place to place and it is higher in big cities, and accordingly lower in smaller.

Secondly, an important problem concerns the lack of proper work on questions of financing various programs of IAPSS. Resolutions accepted by the General Assembly rarely contain the financial aspect of their application. For example, it has been recommended that students from developing countries should be invited free of charge for the annual conferences. However, mechanisms of financing such expenses have not been even suggested.

Another problem that had occurred to me may be the increasing number of participants on Annual conferences. On one hand, large numbers are positive, but on the other – they require bigger input of human resources from organizers of conferences. The increase in the number of conference participants should reflect a similar growth in the number of individual and association – members of IAPSS. It ought to be taken into consideration that individuals, in order to participate in the conference, should be members of IAPSS for a certain period of time, for example, half a year before the annual conference takes place. Also, each association - member of IAPSS should be represented at the conference by a fixed number of participants, for example, three. Others, who wish to take part in activities of annual IAPSS conferences, could participate on the reduced payment basis. Such fee would not include living in the hotel or hostel, which represents the biggest part of budget expenditures. Proposed here measures would allow for a better preparation and logistic planning of the conference. They would also make the future work of organizing committees more effective.

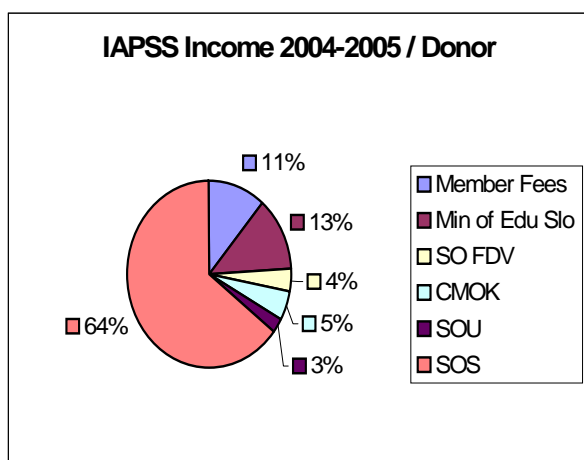
I hope that by resolving the abovementioned problems, we will enhance the quality of conference organization for the future and, in consequence, we will improve the image and effectiveness of IAPSS work and activities (which I would truly wish for).

PART 5 – IAPSS Final Financial Report 2004/2005

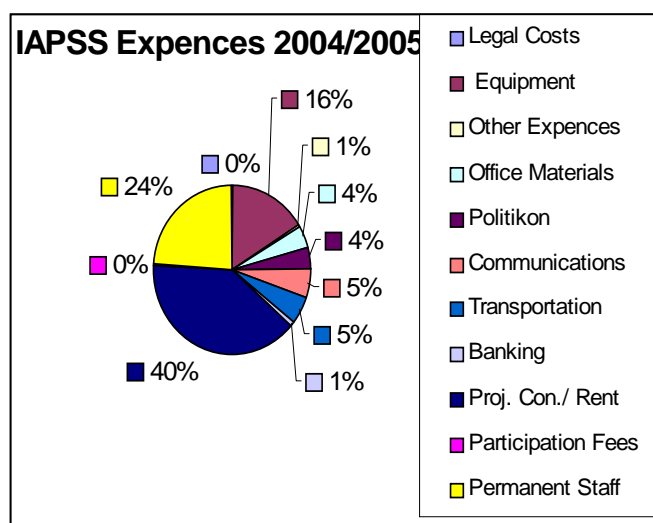
IAPSS	
Statement of revenues and expenses on IAPSS Bank Accounts *	
For: IAPSS General Assembly 2006	
Statement of Revenues and Expenses as of September 30, 2005	
	Sept. 1 2004–Sep. 30 2005
Support and revenues	EURO
Membership Fees	1707
Donation from SOS	13541
CMOK	1041
SO FDV	833
Interest/Others	6
Total Support and Revenue	17.128
Expenses	
Permanent Staff	3372
Equipment	2221
Project Consultancy / Rent	5500
Office materials and supplies	579
Politikon	590
Communications (Telephone + Post)	752
Transportation	717
Banking	177
Legal Costs	38
Participation Fees	60
Other Expenses	111
Total Expenses	14.117
Excess of revenues over expenses (Balance Forward)	3011

* Due to the usage of two currencies, the figures are approximate.

Graph x. IAPSS Accounts Receivables for the period 1st of September 2004—28th of February 2005



Graph x. IAPSS Accounts Payable for the period 1st of September 2004—28th of February 2005



IAPSS

Accounts Receivable and Accounts Payable Reported to Budget *30th of September 2005

Accounts Receivable (AR)

Category	Sub-category	Budget	AR to date	Percentage
Fees	Member Fees	3000	2383	79.43%
Private Grants	IPSA	100	0	0.00%
	APSA Travel Grant	500	0	0.00%
Government Grants	Slo. Ministry of Edu. – University of Ljubljana (IN KIND)	2683	2683	100.00%
	Council of Europe EYF	5000	0	0.00%
	Student Org. of the U. of Ljubljana	4000	0	0.00%
	Student Org. of the Fac. Of Soc. Sci. (U. of Ljubljana)	1000	833.33	83.33%
Contracts	CMOK	600	1042	173.61%
Contributions	Student Org. of U. of Ljubljana (IN KIND)	550	550	100,0%
Donations	Student Org. of Slovenia	20800	13500	64,9%
	Polituss	3000	0	0,0%
	Total AR	41233	20991.33	50.90%

Accounts Payable (AP)

Category	Sub-category	Budget	AP to date	Percentage
Human resources	Permanent Staff	5130,00	3372.27	65.73%
	Technical Assistance	600,00	0	0.00%
Infrastructure/Equipment Procurement	Equipment	2282,00	2178.13	95.48%
	Fixed Assets	37,00	0	0.00%
Materials and Supplies	Office Materials	2000,00	579.35	28.96%
Printing and Publications	Politikon	2000,00	590.08	29.50%
	IEC Materials	2100	0	0.00%
Communications	Telephone	600,00	433.37	72.22%
	Postage and shipping	615,00	318.41	51.77%
Conferences, Conventions, Meetings	Food and Refreshments	600,00	0	0.00%
Travel	Transport in Lj. Bus	1000,00	716.66	71.66%
	Travel to External Events	850,00	0	0.00%
Special Technical Services	Legal	80,00	38	47.50%
	Project Consultancy	6500,00	5500	84.61%
	Web site	135,00	0	0.00%
Banking	Bank Account Maint.	95,00	70.33	74.03%
	Commission	100,00	96.49	96.49%
Fees	Participation fee	250,00	60	24.00%
Miscellaneous Expenses		1000,00	110.44	11.04%
	Total AP:	25974,00	14063.53	54.14%

* No official exchange rate was used, therefore small inequalities may result due to usage of several currencies.

PART 6 List of and links to important documents

The documents below are referred-to in the Final Annual Report. Sections above provide reference to the number of the annex. The electronic version of this report (accessible at: http://www.iapss.org/modules.php?name=Downloads&d_op=getit&lid=126) provides you with links to the ANNEXES of the report online.

Annex Number	Document Name (click on the link to access the document)	Accessible Online From (2005)
1	Strategic Plan 2004-2008 - Version D	April 7 th
2	Operational Plan 04/05	April 7 th
3	AC 2005 Evaluation document	November 25 th
4	IAPSS Fundraising Strategy	November 25 th
5	Call for candidatures 2005-2006	January 31 st
6	Program A.1 - Permanent Seat (Strategic Plan 2004-2008)	April 7 th
7	Program A.3 - Annual Conference (Strategic Plan 2004-2008)	April 7 th
8	Program A.4 - General Assembly (Strategic Plan 2004-2008)	April 7 th
9	Program A.adhoc - Internal Regulations (Strategic Plan 2004-2008)	April 7 th
10	Program B.2 - Regional Centres (Strategic Plan 2004-2008)	April 7 th
11	Program B.3 - IAPSS Funds for Assistance (Strategic Plan 2004-2008)	April 7 th
12	Draft programs for Strategic Goal D Relations With Political Science Associations Relations with Student Associations Relations with IGOs	April 7 th
13	Program E.1 - IAPSS Worldwide (Strategic Plan 2004-2008)	April 7 th
14	Program E.2 - IAPSS Yellow Pages (Strategic Plan 2004-2008)	April 7 th
15	IAPSS Budget 2004-2005	March 3 rd
16	Preliminary Annual Report (+Financial) 2004/2005	April 10 th
17	Preliminary Supervisory Report 2004-2005	June 26 th
18	Preliminary Editorial Board Report 2004-2005	June 26 th
19	Internal Audit 2005 (April)	June 26 th
20	General Assembly 2005 Official Record with links to annexes	June 26 th
21	General Assembly 2005 Resolutions	June 26 th
22	All IAPSS Resolutions	June 26 th
23	IAPSS Statute	Permanent
24	IAPSS Internal Regulations	March
25	2 Associations issue	June 26 th
26	ExCom Guide 2004-2005	September
27	Alumni Club Internal regulations	June 25 th
28	Internal Financial Regulations	March 3 rd
29	Job descriptions ExCom, Administration (Coordinators)	March 4 th
30	Members list (Associations, February 2005)	March 3 rd
31	Policies (Fundraising Policy , Regional Development Policy , Refunds Policy , Staff Policy , Volunteers Policy , Working Groups Policy , Reporting Policy , Archiving Policy) Standards (IAPSS Standards for Regional Development)	March 4 th
32	Program G.2 – IAPSS Internship (Strategic Plan 2004-2008)	November 25 th
33	POLITIKON - Issue 9 ; POLITIKON – Issue 10	-
34	POLITIKON – Letter for libraries	August
35	POLITIKON – Subscription Form	August
36	Working Groups – Call	-
37	IAPSS Magazine: August 2005 September 2005	-
38	List of new members (members and associated members) in 2004-2005	November 25 th
39	Application form ASSOCIATIONS Application form INDIVIDUALS (associated membership)	Permanent
40	GUIDE for contact persons	-
41	PR material 2004-2005: Poster , Leaflet 1/2 , Information Catalogue 2005-2006	December 2004/ January 2005
42	Monitoring of the implementation of Strategic Plan 2004-2008/D (status of September 27 th 2005)	November 25 th
43	IAPSS activity in 2004/2005 (document prepared by the ExCom 2005-2006)	December 1 st 2005

PART 7 – List of IAPSS Staff 2004-2005

Name	Association	Position	Contact	Comments
Matija Kovač	Polituss, Slovenia	Chairperson	Matija.Kovac@iapss.org Kovac_matija@yahoo.com	ExCom
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Stefan Cibian	SSSP, Romania	Treasurer	Stefan.Cibian@iapss.org cibianfrssp@yahoo.com	ExCom
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Pasi Nokelainen	VOO Finland		Pasi.nokeleinen@helsinki.fi	EB
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Abel Polese	Associated Member		abelpolese@hotmail.com	EB