



Indian Sociological Society

## **Rules for the working of Indian Sociological Society Research and Ad-Hoc Committees**

As Approved in the RC Conveners Meeting on 14<sup>th</sup> June 2016

### **Introduction**

Research Committees (RCs) are an integral part of ISS and are instruments for advising the Office Bearers and Managing Committee (MC) members on subjects of concern to the ISS and also for implementing the programmes of the MC. In this capacity they have advisory and consultancy roles. Since RCs are considered crucial operational wings of ISS for all its academic, research and professional activities, the following rules have been formulated to streamline their functioning and to make them more effective and useful to all concerned. The same rules will apply to Adhoc-Groups unless specifically mentioned.

### **I. Preamble**

RCs have been established by ISS with the following objectives:

- (1) Provide a forum for more involvement in and commitment to the Society on the part of senior professionals by associating them as office bearers of RCs,
- (2) Streamline the process of paper presentation at the All India Sociological Conferences,
- (3) Encourage specialization among paper presenters,
- (4) Give direction to the conference sessions and papers,

- (5) Assist younger members of the profession in preparation and presentation of papers at all India Conferences through RC Conveners who will motivate them and act as friend, philosopher and guide to them,
- (6) Provide for ISS a group of specialists whom it could bank upon in times of necessity for consultation and other academic matters (syllabus revision, research priorities and the like), and
- (7) Make ISS professionally strong through the Research Committees.

## **II. Membership**

1. All new RC members will have to fill up and submit a form of membership available on the ISS website.
2. Only Life Members of the Society shall be eligible to become members of RCs.
3. They can enroll as members on payment of Rs. 500 for two years and Rs. 1000 for 5 years. The fee has to be paid in blocks of Rs.500/1000 at the time of renewal of membership. There will be no annual membership. An ordinary member or student member can take membership for two years only. But they will have to renew their membership of ISS for the second year.
4. As Adhoc Groups are formed on temporary basis, the membership fee for these Groups will be on yearly basis and their members should pay Rs.250 for each year.
5. Other categories of ISS Members can become Associate Members of RCs by paying Membership Fees as stated above, but they can neither contest in RC elections nor vote in those elections.

## **III. Office Bearers**

1. Each RC will have a Convener, a Secretary and an Executive Committee consisting of 2 to 5 Members elected by the members of that RC. An RC can co-opt an outside ISS member as an ordinary member of that RC if it deems fit but he/she will have to pay membership fee as in Section II.
2. There shall be a Treasurer for every RC who will be nominated by the RC Convener from among members of the Executive Council of the RC.

3. Any RC Convener, if elected as MC Member or Office Bearer, has to resign as RC Convener immediately after getting elected. Any Existing MC Member cannot become a RC Convener.
4. In RCs having 20 or more members, there can be a Co-Convener elected by the members of the RC.
5. The tenure of office of the office bearers (Convener, Co Convener, Secretary, Treasurer and Executive Committee Members) shall be 2 years.
6. They can be re-elected for another term of two years only.
7. The Convener of a RC can hold office continuously only for two consecutive terms.
8. An outgoing Convener of one RC cannot be elected as Convener of another RC or Adhoc Group for a minimum of two years after vacating his/her office. This does not apply to the other Office Bearers of a RC.
9. A person can be member of not more than 2 RCs/Adhoc Groups at a time and can hold office only in one RC/Adhoc Group.

#### **IV. Election**

1. There shall be election to the various offices of RCs every two years. Election shall be held at the time of the Annual Conferences of the Society. The RC Convener should activate the election proceedings and will act as the Returning Officer.
2. Only members with one year's standing are eligible to vote in RC election. Only Members who have 3 year's standing in the RC can stand for election as Convener, Co Convener and Secretary. Members of an Adhoc Group can vote and choose its office bearers as and when the Group is formed. The same rules as of RC will apply after two years.
3. Only members who have two year's standing in the RC shall be eligible to contest for the other elected posts in the RC.
4. If any RC has only less than 6 qualified voters at the time of election, there shall be no election in that year and the matter should be reported by the outgoing RC Convener to the ISS office immediately. In such cases, the MC will take appropriate decision regarding the next Convener.
5. Within two weeks after election, the outgoing RC Convener should send to ISS Secretariat a brief report containing list of voters, list of contesting candidates and the results of the election.

## V. Qualifications for RC Convener

1. The RC Convener should be a person of not less than the rank of Associate Professor.
2. He/she should have good standing in the field of specialisation of the concerned RC.
3. He/she should be a Life Member of ISS at least for a minimum period of 5 years.
4. He/she should have been a member of the RC for a minimum period of three years.
5. The person desirous of being a RC Convener must be a regular participant in AISCs. He/she must have participated in at least a 2 AISCs before the election.

## VI. Functions of the RC Convener

RC Conveners shall be responsible for the following:

1. Organize all RC sessions at the AISC and present an Annual Report of the RC at the Annual Conference of the Society. He/she may entrust the work to the Co Convener or Secretary, if he/she cannot present it himself/herself.
2. Should give a list of RC members to the ISS Office after every ISS Annual conference.
3. The RC Convener shall be the Returning Officer at RC elections. In this capacity, he/she should send a report on the election to the ISS Office within two weeks after the election containing the list of voters, list of candidates contesting for election and the result of the election.
4. MC has the power to entrust an RC Convener with any responsibility for the good working of the RC or Society if it deems necessary.
5. RC Conveners shall be responsible for presenting good quality papers in their sessions in the annual conferences. In addition to receiving voluntary papers, they could invite papers from experts with good spread of young scholars.
6. RC Convener should set up a committee of 4-5 members as Referees / Reviewers to screen abstracts and make suggestions, if required to ensure quality presentations in every RC. RC Convener should decide poster and oral

presentations (15 minutes for each presentation). It is not necessary that all papers be accepted and the criteria for accepting abstracts will be: 1. The theoretical and conceptual clarity, 2. methodological application and, 3. sociological relevance of the paper.

7. RC convener may invite abstracts for 'Young Scholar Award' from abstract givers under the age of 35 years along with proof of age. A separate session should be organized for Young Scholar Award. The RC Convener should form a panel of three senior ISS members to take a decision on best paper which may be awarded a Certificate. The Certificate shall be provided by the ISS to the RC Conveners.
8. An outgoing RC Convener should send to the ISS office within one month of election all records including list of members, files and accounts and cash belonging to the RC and ISS Office will pass them on to the successor immediately after their receipt. This applies only if there is a change of Convenership at the time of election.
9. RC Conveners should encourage maximum involvement of members in the sessions of the Conferences. One way of doing this is to provide them with important responsibilities (e.g. chairing sessions) and retain their interest during the mid conference periods by organising mid conferences, seminars/workshops and publication of a newsletter. These could be done either alone or in combination with other RCs.
10. If any RC Convener defaults in any of the above responsibilities, MC will have the right, after getting his/her explanation, to remove him/her and appoint another person either from the same RC or from outside as it may deem appropriate.

## VII. Finance

1. Each RC will generate its own finances through Membership Fee and other sources and maintain proper accounts to be audited internally every year.
2. RC Convener shall keep the funds of the RC in savings bank account to be jointly operated by him/her and the Treasurer.
3. All membership fees shall have to be paid directly to the ISS bank (The South Indian Bank Ltd., Vasant Kunj, New Delhi Branch) account Number (0397053000001002). ISS will transfer the same to the RC convener after deducting 20% fees.

### VIII. Activities of the Research Committee

- 1 There shall be at least one annual meeting of the RC. There can be a mid-term workshop to discuss the progress and updating of RC activities.
2. RCs can organise regional conferences, workshops, seminars and the like either alone or in collaboration with other RCs.
- 3 Each RC may have its own newsletter and publications. Copies of such newsletters and publications should be sent to all members of ISS Managing Committee and to the ISS President and Secretary.

### IX. Termination of an Existing RC/ Adhoc Group

MC has the right to terminate any RC/ Adhoc Group or merge it with another appropriate RC **on the following ground: i) if its membership is less than six for 3 consecutive years, or ii) if it fails to attract at least 10 papers for 3 annual conferences continuously, or iii) if its theme loses relevance at any later point of time.**

### X. New Research Committees/ Adhoc Group

1. MC can constitute a new RC or Adhoc Group in any branch of Sociology if not less than 10 Life Members of ISS come forward with a request and agree to pay two years' membership fee in advance.
2. New RC can be constituted by MC by upgrading the Adhoc Group when it completes 2 terms (4 years) and found to be working successfully during these years on the parameters laid down under the RC rules.