

# CONFERENCE OF PROFESSORS OF ACCOUNTING AND FINANCE

## CONSTITUTION

### 1. TITLE AND STATUS

The title of the Conference shall be the Conference of Professors of Accounting and Finance, and it shall be a Standing Committee of the British Accounting and Finance Association.

### 2. OBJECTS

The objects of the Conference shall be to further the objects of the British Accounting and Finance Association and for that purpose to consider such matters as are referred to it by the Executive Committee of the British Accounting and Finance Association and in particular:

- (i) to consider matters affecting accounting and finance education and research in universities and their interaction with accounting and finance practice and industry and commerce, and with other sectors of the education system;
- (ii) to formulate and express the view of accounting and finance professors on such matters;
- (iii) to make recommendations to appropriate bodies;
- (iv) to liaise with the Committee for Departments of Accounting and Finance on matters of joint concern.

### 3. MEMBERSHIP

Membership of the CPAF is by invitation alone. Invitations are only normally made to:

- (i) full-time Professors of Accounting and Finance in Universities in the United Kingdom who have indicated their wish to be members, and who are members of the British Accounting and Finance Association.
- (ii) a member of senior status of an Accounting and/or Finance group for Universities with no Professor, and who is a member of the British Accounting and Finance Association.
- (iii) such other persons who are members of the British Accounting and Finance Association as a General Meeting shall admit, upon the recommendation of the Executive Board.

### 4. GENERAL MEETINGS

- (i) There shall be an Annual General Meeting.
- (ii) There shall be such other General Meetings as may be requested by seven members by notice in writing to the Secretary.
- (iii) There shall be such other General Meetings as may be called by the Executive Board.

### 5. THE EXECUTIVE BOARD

- a. The membership of the Executive Board shall be:
- i. the Chairperson, the Vice-Chairpersons, and the Secretary, who shall be the officers of the Conference;
  - ii. up to three ordinary members elected by the Annual General Meeting for a two-year term of office;
  - iii. the Chairperson and the General Secretary of the British Accounting and Finance Association, ex-officio;
  - iv. the Chairperson of the Committee of Department Heads of Accounting and Finance, ex-officio;
  - v. up to two other members co-opted by the Executive Board on an annual basis.

(b) The Executive Board shall take action on behalf of the Conference between General Meetings in accordance with the objects of the Conference and policies agreed from time to time by the General Meeting. The Executive Board shall use its discretion regarding the publishing of documents and statements; when a document or statement is issued by the Executive Board it should make clear whether or not it has been endorsed by a General Meeting.

(c) The Executive Board shall report its business to the Executive Committee of the British Accounting and Finance Association and to the Annual General Meeting of the Conference, and shall liaise as appropriate with the Executive Board of the Committee for Departments of Accounting and Finance. The Chairperson of the Executive Board shall be an ex-officio member of the Executive Committee of the British Accounting and Finance Association. The activities of the Executive Board shall be subject to review by the Executive Committee of the British Accounting Association.

## 6. ELECTIONS AND PERIODS OF SERVICE OF EXECUTIVE BOARD MEMBERS

(a) **Chairperson** The Chairperson shall be nominated by the Executive Board and elected at the Annual General Meeting to serve for a period of two years. The Chairperson shall be eligible for re-election, but shall not normally be to serve for more than two consecutive terms of office.

(b) **Vice-Chairperson** The Vice-Chairperson shall be nominated by the Executive Board and elected at the Annual General Meeting to serve for a period of two years. The Vice-Chairperson shall be eligible for re-election, but shall not normally be eligible to serve for more than two consecutive terms of office.

(c) **Treasurer/Secretary** The Secretary shall be appointed by the Executive Board, normally from amongst its members, to serve for a period of two years, and shall be eligible for re-appointment. The appointment shall be reported to the next General Meeting. Exceptionally the Executive Board may appoint a Secretary who is not a full-time Professor of Accounting and/or Finance or other member of the Conference.

- (d) **Ordinary Members** Vacancies among the Ordinary Members shall be filled by election at the Annual General Meeting on the nomination, duly seconded, of any member of the Conference. Ordinary Members shall be elected to service for a period of two years and shall be eligible for re-election.
- (e) **Co-opted Members** The Executive Board may co-opt up to two members of the Conference on an annual basis normally for a maximum of three consecutive years. A former elected or appointed member of the Executive Board shall be eligible for co-option.
- (f) **Casual Vacancies** The Executive Board may appoint or co-opt to fill any casual vacancy.

## **7. FUNDS**

- (a) All receipts shall be banked in an account in the name of the Conference, and all cheques drawn on that account shall require the signature of any two Officers of the Conference.
- (b) All income of the Conference shall be applied solely towards the objects of the Conference and no portion thereof shall be paid or transferred directly or indirectly by way of profit to the members of the Conference, provided that nothing herein shall prevent the payment in good faith of the reimbursement of expenses incurred on behalf of the Conference to any officer or member of the Conference.
- (c) There shall be appointed annually by the British Accounting and Finance Association an Independent Examiner, who may be a member of the Conference, but shall not be a member of the Executive Board.
- (d) The Executive Board shall present an independently examined statement of accounts to the Annual General Meeting of the Conference, and to the Executive Committee of the British Accounting and Finance Association.

## **8. AMENDMENTS TO THE CONSTITUTION**

The provisions of this Constitution shall govern the organisation and administration of the Conference until such time as they may be amended by the Executive Committee of the British Accounting and Finance Association.

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