

**INTERNATIONAL FEDERATION for PUBLIC HISTORY  
BY-LAWS**

*Public History* is a field in the historical sciences made up of professionals who undertake historical work in a variety of public and private settings for different kinds of audiences. The settings in which they work may include international and transnational organizations, governments at all levels, as well as local, regional, or national non-profit, corporate, cultural and educational institutions. They address for their audiences issues and problems, many of which are relevant today. Public historians base their research on a wide range of material culture, visual, oral, aural, digital, written and other traditional and non-traditional forms of historical evidence. They interpret this evidence and present their research not only in scholarly publications, but also in museums, historic sites, government reports, through the internet, and elsewhere.

The International Federation for Public History was designated in 2010 as an Internal Commission of the International Congress of Historical Sciences, an organization founded in 1926 to encourage international cooperation among historians.

**PURPOSE**

The purpose of the Federation is to encourage, promote, and coordinate-at an international level-research, practice, and teaching in public history. To this end the Federation will:

- create an international network of public history individuals, as well as organizations and academic programs, which support public history work;
- facilitate the international exchange of information on research, practice, and teaching in public history;
- share recommended professional and academic best practices, including standards for evaluating public history scholarship;
- foster participation of public historians and their organizations in international congresses and other meetings of scholars in the field;
- promote and facilitate the diffusion of research results and of collaborative work (publications, common projects, etc.) developed by IFPH institutional and individual members.

**MEMBERSHIP**

Individuals, societies, institutes, and programs, as well as other organizations concerned primarily with public history activities, may become members of the Federation. Individual and organizational members will have one single vote each to express in

Federation business and elections. IFPH members will be encouraged to help create and maintain an international public history communications network and to participate in the Federation's activities at regular meetings of the International Congress of Historical Sciences and other events.

Membership dues for individual and organizational members will be determined by the Steering Committee.

## **ORGANIZATION**

### Steering Committee

The Steering Committee consists of a Chair, Vice-Chair, Corresponding Secretary, Treasurer, and two additional at-large delegates. It will be responsible for the routine administration of the Federation, for regularly informing members of the work of the Federation, and for soliciting the input and votes of the membership, as required by the by-laws. Members of the Steering Committee will be elected for six-year terms. These six-year terms will be staggered so that one member is replaced each year.

### Officers

The Chair of the Steering Committee will direct the organization by convening General Assembly meetings, appointing and overseeing the operations of committees, assisting the Nominating Committee with elections, and serving as the official spokesperson of the Federation. The Chair will also serve as the delegate to the International Congress of Historical Sciences.

The Vice-Chair of the Steering Committee will be responsible for assembling the program of the Federation for the International Congress and for encouraging the participation of IFPH members at other professional meetings of historians.

The Corresponding Secretary will be responsible for regular communications of the Federation and serve as alternate delegate to the International Congress, as well as liaison to the National Council on Public History, and other organizations related to the business of the Federation.

The Treasurer will oversee the financial affairs of the Federation.

Two additional at-large delegates complete the Steering Committee.

### General Assembly

Meetings of the General Assembly of the Federation will take place at least once every

five years at regular meetings of the International Congress of Historical Sciences. All members in good standing may participate in the General Assembly. At least two-thirds of the members of the Federation must be represented in such meetings, in person or by written proxy, in order to constitute a quorum. Meetings of the General Assembly other than those at the International Congress of Historical Sciences will require three months prior notice.

Decisions concerning the Federation may also be made by electronic ballot of the members. Routine decisions will be made by a simple majority of those present at meetings. An absolute majority of the full membership is required for mail votes. Changes to the by-laws will require a two-thirds majority of the full membership.

### Committees

A Nominating Committee elected by the Steering Committee will solicit candidates to run for election as President, Vice President, Corresponding Secretary, Treasurer, and two at-large members of the Steering Committee. The Nominating Committee will prepare an electronic ballot and conduct elections as described below.

A Program Committee will be appointed by the Steering Committee and will be chaired by the Vice President. It will be responsible for issuing a call for papers/presentations for the International Congress of Historical Sciences. The Program Committee may also organize participation of Federation members at meetings of other organizations.

The General Assembly may establish other standing (permanent) committees and determine their membership, in order to oversee specific scientific projects and activities. The Steering Committee may establish ad hoc committees, which will serve for a maximum of five years.

All committees will include at least one member of the Steering Committee.

### Elections

Elections will take place annually for at least one member of the Steering Committee who will serve a six-year term. Terms for Steering Committee members will be staggered over six-year period and will begin on January 1 of each year. All terms for specific offices are non-renewable, although a Steering Committee member may be elected to a different office on the Committee, i.e. a Vice President may subsequently be elected President. In no case may any individual serve more than ten consecutive years on the Steering Committee. Voting will be done electronically.

See the Appendix regarding procedures for establishing staggered terms for the initial Steering Committee.

If an officer or board member cannot serve his/ her entire term, an emergency election will be called by the Chair of the Steering Committee. The Nominating Committee will solicit nominees and send out an e-mail ballot as soon as possible. Members will have one month to return their ballots, which will be counted by the officers. The remaining Board members will verify the results and the elected person will begin his/her term of office as soon as the election is verified by the entire Steering Committee. The newly elected person will serve out the remaining term of office for the person that he/she replaced.

#### Amendments to the By-laws

To change or add a by-law after the original approval of these by-laws, the Steering Committee will vote on whether to forward a written version of the change or new by-law to the members of the Federation. The membership will vote on the changed or new by-law at the next meeting of the General Assembly. Changes to the by-laws will be approved only by a two-thirds vote of the membership at the Federation's business meeting during the conference.

#### **FINANCES**

Members shall pay annual dues in such sums as are necessary to administer the affairs of the Federation. Dues will be decided by a majority vote of the Steering Committee.

The Treasurer, on behalf of the Steering Committee shall submit an annual financial report and budget for approval by the membership.

The International Federation for Public History is organized as a not-for-profit educational association.

#### **LANGUAGES**

English and French are the working languages of the Federation

## **APPENDIX**

In order to establish the rotation, terms of the initial Steering Committee will vary in length. The vote will be organized by the Interim Executive Committee, which will appoint a Nominating Committee to prepare a ballot for an election, during the latter half of 2011.

The initial rotation schedule for terms of office will be as follows:

President:	2011-2017
Vice President:	2011-2016
Corresponding Secretary:	2011-2015
Treasurer:	2011-2014
At-Large Member:	2011-2013
At-Large Member:	2011-2018