

On the basis of Articles 11 of the Societies Act („Narodne novine“ No. 74/14) the Assambly of the Croatian Educational Research Association on May 14 2015, has adopted the following central act of the society, entitled:

## **STATUTE**

### **of the Croatian Educational Research Association**

#### **I. GENERAL PROVISIONS**

##### Article 1

This Statute regulates the name and headquarters of the Croatian Educational Research Association; scope and activities focused on the achievement of the objectives of the Croatian Educational Research Association; public activity ensuring; internal structure as well as the election, recall and duration of the mandate and authority of the bodies of Croatian Educational Research Association; the conditions of membership and the rights, obligations and responsibilities of members; disposal over the property; termination of the Croatian Educational Research Association and other issues in accordance with the Law.

##### Article 2

The terms used in this Statute and in the implementing acts adopted on the basis of the Statute which have gender expression, apply equally to male and female gender, regardless of which gender is used.

##### Article 3

Croatian Educational Research Association (hereinafter referred to as the Association) is a voluntary, non-profit organization that brings together Croatian university teachers and researchers in the field of education.

##### Article 4

In order to achieve its objectives, the Association may become a member of other international organizations and institutions that act in the field of education.

#### **II. NAME AND HEADQUARTERS**

##### Article 5

(1) Name of the association is Hrvatsko udruženje za obrazovna istraživanja. In addition to the name in Croatian, the association uses the name in English language: Croatian Educational Research Association.

(2) Abbreviation of association name is: HUOI.

## Article 6

Headquartered of Association is in Zagreb, Amruševa 11 / II, at the Institute for Social Research.

## Article 7

The Association operates on the area of the Republic of Croatia.

## Article 8

The Association is a legal person and shall be entered in the Register of associations at the competent administrative body of the City of Zagreb for general administration.

## III. REPRESENTATION

### Article 9

Association is represented by the President, and in case of his inability Vice-president represents Association.

The person entitled to represent:

- is responsible for the legality of Association activities;
- conducts Association business in accordance with the decisions of the Assembly, if not otherwise provided by the Statute;
- is responsible for submitting annual financial report proposal to the Assembly;
- submits the record of the regular session of the Assembly to the competent office, which keeps a Register of associations;
- submits an application for Association registration and applies for registration of changes in the Register of associations;
- concludes contracts and undertakes other legal actions on behalf of the Association;
- performs other tasks in accordance with the Law, this Statute and general acts of the Association.

## IV. SEAL

### Article 10

The Association has a round seal with a diameter of 30 mm, with text on the edge, "Croatian Educational Research Association" and the name of the head office "Zagreb" in the middle of the seal.

## V. AIMS AND ACTIVITIES

### Article 11

(1) Croatian Educational Research Association is established with the aim of developing and sharing knowledge and results of scientific research, as well as linking university teachers, scientists and researchers in the field of education in Croatia.

(2) As a national association in the field of education, with the aim of joining the European Educational Research Association (EERA), the Association is focuses on:

- strengthening cooperation between scientists in the field of education in Europe;
- improving communication and collaboration between higher education and research institutions and associations in Europe;
- effective dissemination of research results.

The Association operates in accordance with the objectives in the field of education, science and research.

## Article 12

The Association achieves its aims stated in Article 11 primarily by:

- developing scientific research in the field of education;
- developing and implementing non-profit interdisciplinary scientific and research projects in Croatia and abroad;
- monitoring and evaluating education policies in the Republic of Croatia;
- informing the public and social actors on the views and suggestions of the Association related to education and education policy in the Republic of Croatia;
- organizing and conducting training programs, workshops, seminars;
- organizing scientific conferences and professional meetings on topics in the field of education;
- publishing and presenting of papers whose authors are members of the Association;
- informing the public about research results in the field of education, as well as the problems of research in this area;
- developing cooperation with similar domestic and foreign organizations and institutions.

## VI. PUBLIC ACTIVITY

### Article 13

The activity of the Association is public. Meetings of all Association bodies are open for members and interested media.

The public activity of the Association is realized by the means provided by the Statute, namely:

- Timely informing the members of the Association's activities and significant events, through written reports, in special gatherings or in any other appropriate manner,
- Through the media.

## VII. MEMBERSHIP IN THE ASSOCIATION

### 1. Membership categories

#### Article 14

(1) Members of the Association can be natural or legal person.

(2) Membership can be regular and honorary.

## Article 15

Regular member of the Croatian Educational Research Association can become:

- any natural person who works in the scientific or scientific-educational institution in the field of education in the Republic of Croatia, who is entered in the Register of Scientists;
- legal entity with headquarters in the Republic of Croatia acting as scientific or scientific-educational institutions in the field of education in the Republic of Croatia.

## Article 16

Criteria that must be satisfied in order to affirm a membership in Association are:

- the candidate is registered in the Register of scientists;
- the candidate's publications are in citation databases of scientific literature in the field of education;
- a legal entity who is engaged in teaching and research in the field of education - higher education institutions, scientific institute in Croatia.

## Article 17

The regular membership in the Association is gained on the basis of the written request accepted by Association Presidency and membership fee payment. Legal person - members of the Association take part in its work through its appointed representatives.

## Article 18

(1) Assembly may propose and assign title of the honorary member of the Association to the person whose work has contributed significantly to achieving Association's objectives or has in particular pointed out in scientific research in the field of education.

(2) The title of honorary member can be assigned to a person who is not a regular member of the Association. In this case the honorary member doesn't have voting rights in the bodies of the Association.

## **2. Register of members**

### Article 19

Secretary of the Association keeps a register (record) of members with the following data:

- the name of natural or legal person;
- personal identification number (PIN);
- the date of accession to the Association;
- category of membership;
- business / profession;
- the date of cessation of membership.

### **3. The termination of membership**

#### Article 20

Membership ceases in the following situations:

- the will of member, on the basis of written statement;
- deletion from the membership because of unpaid membership dues;
- exclusion on the basis of the decision of the Court of Honor;
- dissolution of the Association.

### **4. The rights, obligations and responsibilities of members**

#### Article 21

The rights of regular members of the Association are the following:

- voting and being elected in the bodies of the Association;
- proposing candidates for the bodies of the Association;
- participation in the activities and work of the Association;
- proposing programs and work plans of the Association;
- to be informed on the work of the Association, its bodies and institutions.

#### Article 22

The obligations and responsibilities of regular member of the Association are the following:

- to actively participate in the activities of the Association and contribute to achieving the objectives of the Association;
- to comply with the Statute provisions and the decisions of the Association;
- to preserve and protect the reputation of the Association;
- to pay regularly the membership fee.

#### Article 23

Right of honorary member are:

- proposing candidates for the bodies of the Association;
- participation in the activities and work of the Association;
- to be informed on the work of the Association, its bodies and institutions.

#### Article 24

The obligations and responsibilities of honorary member of the Association are the following:

- to participate in the activities and contribute to achieving the objectives of the Association;
- to comply with the Statute provisions and the decisions of the Association;
- to preserve and protect the reputation of the Association.

## VIII. BODIES OF THE ASSOCIATION

### Article 25

The bodies of the Association are:

1. Assembly
2. The Presidency of the Association
3. The President of the Association
4. Secretary of the Association
5. The court of honor

### **1. Assembly**

#### Article 26

(1) The Assembly is the highest body of the Association.

(2) The Assembly of the Association consists of all regular members - natural person and appointed representatives of legal entities regular members of the Association in a way that legal entities with up to 30 scientists enrolled in the Register of scientists have one representative, who have 31 to 60 registered scientists have two representatives and which have over 60 registered scientists have three representatives.

(3) For maintaining Assembly meeting it's necessary to ensure a clear majority of members constituting the Assembly of the Association. If at the start of the session there is no quorum, after 30 minutes number of present members is verified again. If at least 1/4 of the Assembly members is present, the meeting of the Assembly may be held regularly.

(4) Presidency of the Association convenes a regular meeting of the Assembly at least once a year. It can also be convened extraordinary, thematic and formal session of the Assembly.

(5) Presidency is obliged to convene a special Assembly on the proposal / request of at least a one third of members of the Association.

(6) If the the Presidency doesn't convene the Assembly within a month of submission of the proposal / application, proponents themselves can convene the session of the Assembly.

(7) Presidency of the Association proposes the agenda of the session and the Assembly confirms it before the start of the session. The Assembly is chaired by President of the Association.

(8) By the previously determined procedure, the Assembly of the Association can be carried out also by correspondence, using means of electronic media (e-mail, videoconference, etc.).

(9) In the case of the expiration of the mandate of the Association's bodies, Assembly is convened by the last person registered to represent the Associations in the Register of Associations, or at least five of its members, who are enrolled in the list of members before the expiration of the mandate of the association's bodies.

## Article 27

- (1) The Assembly validly decides with a regular majority of votes of members present at the session.
- (2) In the case of voting on the changes of the Statute or termination of the Association, two-thirds majority vote of the members present is required .
- (3) The voting of the members of the Assembly is public unless the Assembly adopts the proposal of secret voting.

## Article 28

The competences of the Assembly are the following:

- adoption and modification of the Association Statute;
- adoption of the program and work plan of the Association;
- consideration and approval of the report on the work of the Association;
- adoption of the financial budget and final accounts;
- selection, dismissal and recall of: President of the Association, members of the Presidency and Court of Honor;
- discussion on the reports of the Presidency and other bodies of the Association and adoption of corresponding decisions;
- decision on assigning awards to members of the Association and other legal entities and individuals;
- resolution of complaints regarding the exclusion and deletion from the membership of the Association;
- deciding on other issues important for achievement of the Association's objectives;
- deciding on the termination of the Association.

## **2. The Presidency of the Association**

### Article 29

- (1) Presidency is the executive body of the Assembly which organizes operations of the Association and decide on matters within its competence.
- (2) Presidency has a minimum of five members, including the President of the Association and Vice- president of the Association.
- (3) The President of the Presidency is also the President of the Association.
- (4) President of the Association and Vice-president are elected by Assembly majority vote and other members on the proposal of the President.
- (5) Members of the Assembly have the right to propose other candidates for the president and members of the Presidency.

- (6) The president and members of the Presidency are elected for a term of two years. The mandate of President and Vice President can once again be repeated consecutively, while the other members of the Presidency mandate can be repeated several times.
- (7) Each member of the Presidency can request their dismissal before the expiration of the mandate for which was elected, but is obliged to hold office pending a decision on the dismissal. The Assembly must decide on the request for dismissal at the first session.
- (8) Presidency members are responsible to the Assembly for their work.

#### Article 30

- (1) Presidency session is convened and chaired by the President, and in case of his inability, by the Vice- president.
- (2) Presidency meets as needed, but at least twice a year.
- (3) Decisions within the competence of the Presidency shall be adopted by majority votes of present members, providing a quorum of at least three members.

#### Article 31

The competences of the Presidency are:

- the execution of the Assembly decisions;
- coordinating tasks and duties of members and Association bodies;
- adopting work program;
- proposing annual work program and financing of the Association;
- convening of the Assembly meetings and preparing materials for the session;
- encouraging work of other Association bodies;
- submitting proposal to the financial budget and final accounts to the Assembly for approval;
- preparing a proposal of statutory changes in accordance with the law and the needs of the Association;
- establishing contacts and cooperation with other similar organizations and institutions in the country and world;
- establishing commissions and other bodies for the execution of specific tasks;
- managing Association's assets;
- making decisions on membership fees and the manner of its payment;
- deciding on the admission of new members and removal from membership;
- promoting and organizing various scientific and research activities of the Association;
- performing other tasks in accordance with the Statute and the objectives of the Association.

### **3. The President of the Association**

#### Article 32

- (1) The President of the Presidency and of the Association carries out the following functions:
  - represent the Association;



- convenes and chairs the meetings of of the Presidency;
- submits a report on the work of the Association to the Assembly;
- takes care of the execution of the decisions and conclusions of the Assembly and Presidency;
- informs the public about Association's work;
- takes care of the legality of operations of the Association;
- performs other activities entrusted to him by the Assembly and Presidency.

(2) In case that the President is unable to perform his duties for more than two weeks, Vice-president takes over the duty.

#### **4. Secretary of the Association**

##### Article 33

(1) The Secretary of the Association is elected by the Assembly, on the proposal of the President of the Association and performs administrative tasks.

(2) The mandate of the Secretary lasts two years and can be repeated several times.

(3) Secretary of the Association performs the following functions:

- maintaining the documentation of the Association and Register of members;
- preparation of materials for sessions of the Assembly and of the Presidency;
- keeping records of the Assembly and of the Presidency sessions;
- sending the notification to the Association members by order of the President;
- conducting other secretarial duties by order of the President.

#### **5. The court of honor**

##### Article 34

The Court of Honor consists of the President of the Court of Honor and two members of the Association elected by the Assembly for a term of two years, with the possibility of re-election.

##### Article 35

Court of Honour examines the legality of the operation, respect this Statute, professional ethics and compliance with the Code of Ethics by members of the Association. The Court of Honor decides by a majority vote of its members.

##### Article 36

Court of Honour can impose a measure of reprimand or exclusion. On such decision the member has the right to appeal to the General Assembly within 15 days of receipt of the decision of the Court of Honor, whose decision is final.

## Article 37

Court of Honour is obliged to point out irregularities in the conduct of the President or the Presidency of the Association. If the irregularities can't be corrected, Court of Honour is obliged to convene the Assembly to a vote of confidence to the President or the Presidency.

## IX. ASSOCIATION ASSETS

### Article 38

The Association may acquire funds and use them to realize its activities. The Association disposes these funds in accordance with current legal regulations and the Statute.

### Article 39

The Association can gain funds for its activity:

- by membership subscription;
- with donations and gifts;
- from its basic and gainful activity;
- from financing of programs and projects of the Association out of State Budget and budgets of local and regional governments and external sources;
- other monetary assets gained in accordance with the law.

### Article 40

- (1) The Association keeps business books in accordance with the applicable laws and regulations and decisions of the Association's bodies.
- (2) Financial documents are signed by an authorized person.
- (3) Treasury and records data about the financial-material transactions of the Association can, by decision of the Presidency, be entrusted to qualified personnel for a fee.

## X. CESSATION OF THE ASSOCIATION

### Article 41

- (1) The Association shall cease to be deleted from the register of associations, the reasons stipulated by the Law.
- (2) The decision on the dissolution of the Association is adopted by the Assembly by a two thirds majority.

#### Article 42

- (1) In the case of the decision of the Assembly about Association cessation, as well as in other cases provided by the Law, the procedure of liquidation of the Association is carried out.
- (2) In the process of liquidation Association is represented by the liquidator.
- (3) The liquidator is appointed and dismissed by the Assembly. The name or the name of the liquidator is entered in the Register of Associations.

#### Article 43

In case of termination of the Association, except in the case of termination due to changes in status, after fulfillment of eventual debts and costs of the liquidation, judicial and other proceedings, assets are hand ovet to the Institute for Social Research or other association, institution or foundation with same or similar statutory goals, based on the decisions of the Assembly.

### XI. FINAL PROVISIONS

#### Article 44

The interpretation of the provisions of the Statute gives the Assembly.

#### Article 45

This Statute enters into force on the day following its adoption.

President of the Association