

# CAD

THE CZECH  
ASSOCIATION  
OF DOCTORAL  
RESEARCHERS

# Statutes

Version as of 19 December 2022

# Statutes

*Version valid from 19 December 2022.*

*This is the amended version of the Statutes valid from 25 August 2016.*

## I. NAME, STATUS AND SEAT

**Official Czech name:** Česká asociace doktorandek a doktorandů, z. s.

**English name:** The Czech Association of Doctoral Researchers

**Registered address:** Strážní 1344/2, 130 00 Praha, Česká republika

**Status:** Czech Association of Doctoral Researchers (further referred to as ČAD) is a legal entity – an association under §214 et seq. Act No. 89/2012 Coll., the Czech Civil Code and as such is a self-governing and voluntary association of members, predominantly in doctoral studies in the Czech Republic, who associate with the purpose set out in this statutes.

## II. PURPOSE AND ACTIVITIES OF ČAD

1. ČAD's activities aim to improve the quality and conditions of doctoral studies in the Czech Republic, to create a space for sharing experiences across fields of study and within individual disciplines, to raise doctoral researchers' awareness of study and professional opportunities, and to help those in doctoral study programs to improve their professional skills.
2. None of the activities of the ČAD constitute a business or for-profit activity. The association is a legal entity - a non-profit organization, and all its activities are based on voluntary cooperation and the personal contribution of its members and other collaborators.

## III. MEMBERSHIP

1. Any natural person over 18 years of age studying in a doctoral degree program accredited in the Czech Republic can become a member of the ČAD.
2. The admission of a ČAD member is determined based on one's application, which is reviewed and accepted by the ČAD Board. The applicant becomes a member on the date the ČAD Board approves their admission.
3. Membership is tied to the individual; it is not transferable to another person and does not carry over to the legal successor.

## IV. RIGHTS AND OBLIGATIONS OF ČAD MEMBERS

1. ČAD members have the right to:
  - a. attend and vote during the meetings of the General Assembly;

- b. vote and be elected to the ČAD Board;
  - c. be informed about ČAD's activities and to attend them;
  - d. participate in the preparation of ČAD's activities.
2. ČAD Members are obliged to:
- a. follow the ČAD Statutes;
  - b. act publicly in accordance with the objectives and thematic focus of the ČAD so as not to damage ČAD's activities or the reputation of ČAD;
  - c. inform the ČAD Board about changes of their current email address;
  - d. inform the ČAD Board about the termination of their doctoral study program.

## V. TERMINATION OF MEMBERSHIP

Membership in the ČAD ends:

1. 2 years after earning the Ph.D. title or after the termination of doctoral studies without obtaining the Ph.D. title;
2. through a voluntary termination of membership; membership ends on the day of the delivery of a written notice of termination of membership to the ČAD Board;
3. upon the death or the declaration of death in absentia of the member;
4. by exclusion based on a decision of the General Assembly, in the event the member substantially breaches the obligations under Article IV (section 2) of the statutes; membership expires on the date of the expulsion decision.

## VI. ČAD INSTITUTIONS

ČAD Institutions are the General Assembly, which is the supreme body of ČAD, the Board, which is the executive body of ČAD and the Chair, who is the statutory body of ČAD.

### General Assembly

1. The General Assembly is the supreme body of ČAD.
2. The General Assembly consists of all members of ČAD.
3. The General Assembly decides on all fundamental issues of the functioning of ČAD, in particular:
  - a. it comments on all key actions, approves the statutes and the amendments to the Statutes, determines powers and changes in the competences of ČAD's institutions, it decides on the objectives and thematic focus of ČAD;
  - b. it acknowledges reports on the activities of ČAD institutions for the period since the last General Assembly;
  - c. it elects the Board;

- d. it approves the ČAD Electoral Code and its modification;
  - e. it approves the dissolution of ČAD and appointment of a liquidator and merger of ČAD.
4. The General Assembly meets at least once a year. The General Assembly is convened by the Chair or by one of the Vice-Chairs. The invitation, including the date and place of the General Assembly, is sent by e-mail by the convener to ČAD members at least 7 days in advance of the meeting. The invitation also includes a draft program.
  5. The General Assembly can be conducted in person, online or in a hybrid form. The modalities and instructions for participation are specified in the invitation to the General Assembly.
  6. The Chair of ČAD is also obliged to convene the General Assembly, if at least one-third of the members of ČAD request so in a written form, and to make sure it takes place within one month of receiving the request.
  7. The General Assembly is usually presided by the Chair or in the case of their absence by the member assigned by the Chair. At least one of the members of the Board must attend the meetings of the General Assembly.
  8. The General Assembly decides based on the vote of members present. Each member has one vote; votes of all members are equal in weight. The General Assembly adopts a resolution by an absolute majority of the present members of ČAD. Voting at the General Assembly is public unless in a specific case the present members decide otherwise.

## The Board

9. The Board is the executive body of ČAD, which is responsible for its activities to the General Assembly.
10. The Board manages ČAD's activities in the period between the meetings of the General Assembly in accordance with the ČAD's objectives and thematic focus, which were approved by the General Assembly.
11. The Board decides on all matters concerning the functioning of ČAD, specified by the statutes or which are delegated to the Board by a resolution of the General Assembly, in particular it:
  - a. ensures that the members are informed about ČAD's activities;
  - b. convenes the General Assembly;
  - c. prepares and proposes main directions of ČAD's activity for the General Assembly;
  - d. decides on the admission of new members;
  - e. controls the financial management of the ČAD.
12. The Board is a collective body consisting of at least 3 members, namely the Chair and two Vice-Chairs and other members. The Board is elected for a two-year term by the General Assembly according to the ČAD's Electoral Rules adopted by the General Assembly.
13. Immediately following their election, the Board elects the Chair and Vice-Chairs amongst themselves in accordance with the Electoral Rules of ČAD.
14. The Board meets at least twice a year. The Board has a quorum if at least two of its members participate in the meeting. As a rule, the meetings of the Board is presided by the Chair or, in their

absence, by an authorized Vice-Chair. Minutes of the meetings are recorded. The Board takes decisions by a majority of its members present at the meeting.

15. A member of the Board may resign from their position during the term of office for which they have been elected by a written declaration to be delivered to ČAD's Board; the mandate of the member of the Board expires at the latest in two months from the receipt of the declaration.
16. During the term of office, the Board may, by an absolute majority of all its members, accept a new member from among the members of ČAD with a mandate until the next General Assembly.
17. In the event that a member of the Board, through their activity or inactivity, damages ČAD's activities or the reputation of ČAD, they can be excluded from the Board based on a motion supported by the majority of all Board members. This vote takes place at a special Board meeting convened for this purpose by a decision of the Board. The date of the meeting that is to decide on the possible exclusion is announced at least 14 days in advance. During the meeting, the person whose exclusion is to be voted on will have an adequate place to express themselves before the vote. In the event of a tie, the Chair has the deciding vote.
18. During the term of office, the Board may only be recalled as a whole by the General Assembly with a resolution based on the vote of the members present. The vote on the recall of the Board may be initiated by a written demand of at least one-third of all members of ČAD.

## The Chair

18. The Chair is the statutory body of ČAD and acts externally on its behalf. The term of office of the Chair is two years; however, until the new chair is elected, the existing chair acts on ČAD's behalf.
19. The Chair convenes, directs the Board and coordinates its work. As a general rule, the Chair also convenes the General Assembly.
20. The Chair is responsible for the financial management of ČAD, takes proper care of ČAD's assets and in particular for the proper fulfillment of ČAD's objectives.
21. When appropriate, the Chair sets up ad-hoc working groups to complete tasks related to ČAD's activities important to the functioning of ČAD and the organization of its activities.
22. The Chair convenes an extraordinary meeting of the Board at the written request of at least one of the Vice-Chairs within 14 days of receiving the written request.
19. If necessary, the Chair assigns one of the Vice-Chairs to represent them. The assigned Vice-Chair assumes the powers of the Chair within the scope of points 18, 19, 21, 22 and this paragraph.
23. The Chair may be recalled during the term of office only by the General Assembly through a resolution voted by an absolute majority of votes of the ČAD members present. Voting on the recall of the Chair may be initiated by a decision of the Board or by a written request of at least one-third of ČAD members.

## VII. INCOME, ASSETS AND FINANCIAL MANAGEMENT

1. ČAD receives funds for its activities from voluntary contributions, grants and sponsorships, income from its activities. Income from its activities consists of income from admission fees to events, conference fees, sale of publications, etc.

2. ČAD's assets are managed by the Chair. The acquired assets are obtained by ČAD into its possession to properly fulfill ČAD's mission and objectives.
3. All assets obtained must be used in respect of these statutes. The funds must be used primarily to finance the main activities of ČAD, fulfilling its objectives and mission, i.e., in particular, promotion, educating and popularizing activities for ČAD members and informing the public about current problems of doctoral studies in the Czech Republic. The acquired assets can be used to cover the running costs of ČAD.
4. ČAD's assets must not be used for self-enrichment of individuals; this also applies in full to members and ČAD's employees, respectively. This does not exclude the use of funds for social or charitable purposes. An exception to this provision is the regular salary or remuneration for the performance of duties, as stated in the Statutes or as negotiated under valid contracts.
5. On a proposal by the Chair, the Board entrusts a selected member of ČAD with the financial management and bookkeeping. If the Board does not entrust anyone with the financial management, this obligation falls to the Chair. The Chair is authorized to establish a ČAD bank account for the purpose of managing financial assets.
6. ČAD's financial management and bookkeeping are controlled by the Board.

## **VIII. STATUTES AMENDMENTS AND THE TERMINATION OF ČAD**

1. The proposal for an amendment of the statutes is submitted by the Board; any ČAD member may propose an amendment to the statutes. The General Assembly decides on the amendment to the statutes by a vote, and the adoption requires the approval of a two-thirds majority of present members.
2. ČAD may be terminated by voluntary dissolution based on a decision of the General Assembly or for another reason specified by law. In the event of a termination of ČAD without a legal successor, its liquidation shall be carried out in accordance with the law.
3. The proposal for a voluntary termination of ČAD by dissolution as well as a proposal for its merger with another association is submitted by the Board. The General Assembly decides on the termination of ČAD by dissolution, its liquidation or a merger by voting and approval of a two-thirds majority of the present members is required to pass such a decision.
4. ČAD is terminated by deletion from the Register of Associations.

## **IX. FINAL PROVISIONS**

1. These Statutes was adopted by the agreement of ČAD's founders on its content.
2. The amended version of the Statutes was adopted by a resolution of the ČAD General Assembly on the day of 19 December 2022 and hence comes into force.
3. The official English translation of the Statutes approved by the General Assembly is in the event of a conflict subordinated to the legally binding original Czech version.
4. The rights and obligations not regulated here are governed by the relevant provisions of the current wording of the Act No. 89/2012 Coll., the Czech Civil Code.