

## ECREA MEDIA, CITIES AND SPACE SECTION

The Media, Cities and Space Section is an integral part of ECREA, that has established it in 2019, and exists under its authority. The section is independent in its decisions and committed to respect ECREA statutes and by laws, which complement the section's Modus Operandi.

### Modus Operandi

#### *1. Membership*

1.1 The Media, Cities and Space Section is constituted by all ECREA members who express their interest in joining the section.

1.2 ECREA members can join the section via their profiles in the ECREA website (log into website and click your name in the login line, select "view profile" and then click "edit profile").

1.3 Membership remains valid according to the ECREA Statutes and is automatically renewed by renewing ECREA membership. Members can cancel their membership via their profiles in the ECREA website.

#### *2. Section Management*

The section is managed by a *Management Team*. The Team are advised by a *Board of Advisors*. The Section also welcomes the establishment of *Thematic Groups*.

##### Management Team

2.1 The Section Management Team is responsible for the day-to-day running of the section, and consists of one chair and two vice chairs.

2.2 The Management Team is accountable for its decisions to the section Business Meeting(s) and to the ECREA Board, and is responsible for the yearly report to the ECREA Executive Board.

2.3 The Management Team is elected every two years. The maximum term for a member of the Section Management Team is 6 consecutive years.

2.4 Three months before elections, the Management Team will issue a call for candidates to all section members. Section members will have a month to express their interest in running for the Management Team by sending an email to the section management team.

2.5 The election of the Chair and Vice-Chairs takes place through a secret ballot at a section business meeting, and by e-mail for the absent members.

2.6 Members will express three preferences chosen among all the candidates. A simple majority of votes is required to be elected to the Management Team. When possible, a new member will enter the section Management Team at the position of Vice-Chair, and become a Chair after having been a Vice-Chair for at least 2 years.

2.7 Results of the voting will be communicated to section members as soon as possible after the elections, at a Business Meeting and via e-mail.

##### Thematic Groups

2.8 The section welcomes the establishment of Thematic Groups, who promote research on specific topics within the section. Thematic Groups participate in the organization of section events,

organize smaller focused events, sustain networking, and launch joint research efforts, initiate and produce publications on their topical area.

2.9 Thematic Groups can be proposed by section members to the Management Team, and are established if there is a minimum of three section members who express interest in joining a Thematic Group.

2.10 Each Thematic Group appoints a Chair internally and respects in its activities ECREA bylaws and the section's Modus Operandi. The Group Chair provides a yearly report of the group activities to the section's Management Team.

2.11 A Thematic Group will be considered disbanded in case there is no minimum of three members to sustain its existence.

### Board of Advisors

2.12 The Board of Advisors has a consultative role, and works in close contact with the Management Team and supports it in particular tasks related to the day-to-day running of the section, including communications, event organization, peer-reviewing and editorial efforts.

2.13 The Board of Advisors includes the section's YECREA representative, former members of the Management Team, Chairs of Thematic Groups and other influential Section-affiliated scholars in the field.

### *3. Business Meeting*

3.1 The Section Business Meeting is sovereign in making decisions regarding the general direction of the section and determining current issues to be addressed by the section and changing the modus operandi or mission statement. The Business Meeting cannot make decisions that go against the general ECREA statutes and bylaws, and the ECREA Executive Board maintains the ultimate decision powers.

3.2 An annual Business Meeting will be organized by the section and is open to all ECREA members who are interested. Section Business Meetings shall be run at the same time and location of major ECREA events in so far as this is possible. Section members will be informed about the date of the meeting and the agenda of the meeting by e-mail at least three months in advance. Notice of the meeting will be posted on the Section's website.

3.3 Only section members qualify to vote at Business Meetings or if the Business Meeting could not take place exceptionally by e-mail.

3.4 All section members can make agenda proposals. Proposals can be sent by e-mail to the section team two weeks before the date of the Business Meeting.

3.5 The Business Meeting can modify the modus operandi and/or the mission and objectives statement; a 2/3 vote is necessary in this case. Changes to the "Objectives" or "Modus Operandi" always require the approval of ECREA's Executive Board.

3.6 Decisions made at the Meeting shall be communicated to all section members by e-mail as soon as possible after the Meeting.

[revised on 24 September, 2019]