

Constitution of the BAAL Corpus Linguistics SIG

[Version 1, approved by BAAL EC, September 2004]

1. Aims

The Corpus Linguistics SIG is a Special Interest Group within the British Association for Applied Linguistics (BAAL), and it aims:

- to bring together applied linguists with interest in the uses of electronic language corpora, both in the UK and abroad.
- to provide opportunities for researchers to exchange information regarding their work, and to debate key theoretical and methodological issues in corpus-based research

2. Activity

The Corpus Linguistics SIG holds at least one academic meeting approximately every six months (one spring seminar, for example, and an autumn colloquium at the BAAL Annual Meeting). Although one theme may be foregrounded, each meeting seeks to include some variation in its focus, and issues arising can be developed at a subsequent event. The Corpus Linguistics SIG maintains a web-site (corpus-sig-baal.org.uk), and an email discussion list.

3. Membership

The Corpus Linguistics SIG welcomes all researchers with an interest in the development, analysis and uses of electronic language corpora and will consider all those on its mailing list as members. Non-BAAL members who attend Corpus Linguistics SIG events must pay the Corpus Linguistics SIG the equivalent of BAAL's reduced rate membership fee for the year, in addition to any charge for the event itself (this payment is passed to BAAL in recognition of its infra-structural support, but the individual in question does not thereby become a BAAL member).

4. Organisation

The Corpus Linguistics SIG is co-ordinated by a Coordinating Committee that consists of: a Convenor, a Treasurer, a Communications Secretary, a Meetings Coordinator, and up to two Ordinary Members. These are elected for a (renewable) period of two years at the Corpus Linguistics SIG's annual general meeting (AGM), which is normally held at each spring seminar. The Coordinating Committee may also co-opt a third Ordinary Member, who may remain as a co-opted committee member for one year.

5. Responsibilities in the Coordinating Committee

The Coordinating Committee is responsible for facilitating and overseeing the activities of the Corpus Linguistics SIG:

- facilitating and publicising the Corpus Linguistics SIG events;
- liaising with the local organisers of seminars;
- maintaining financial accounts;
- servicing business meetings etc.

The Corpus Linguistics SIG is a SIG within BAAL: its activity must be broadly congruent with the BAAL Constitution, and regardful of BAAL Guidelines on the organisation of SIGs. The Coordinating Committee must submit:

1. an Annual Report to the BAAL Secretary, the BAAL Newsletter Editor, and the BAAL Web-Editor by July 16th every year
2. a list of the Corpus Linguistics SIG members to the Membership Secretary on July 16th every year
3. a full, accurate and auditable financial statement to the BAAL Treasurer by July 16th every year.

The Coordinating Committee should also ensure that The Corpus Linguistics SIG activities are regularly publicised through the *BAAL Newsletter*, the BAAL Website and baalmail.

6. Election of the Coordinating Committee

The Coordinating Committee consists of the Convenor, Treasurer, Communications Secretary, Meetings Coordinator and up to two ordinary members, and these are elected at the Corpus Linguistics SIG's Annual General Meeting for a period of two years. Elections are held each year for alternate combinations of posts – Convenor + Treasurer + ordinary member in one year, Communications Secretary + Meetings Coordinator + ordinary member in the second year. Coordinating Committee members are eligible for re-election but the continuous tenure of any Officer shall be limited to three terms of office.

- The quorum for an AGM election is eight
- In the event of an equality of votes the Convenor may give a second or casting vote; the Convenor's decision on the result of any vote shall be final.
- If any Office falls vacant between Annual General Meetings, the remaining Officers can invite another Corpus Linguistics SIG member to take up the vacant post for the period until the next General Meeting.

Dissolution

In the event of the Corpus Linguistics SIG ceasing to operate, any funds held will be paid back to BAAL, unless the BAAL membership agrees at the BAAL AGM that it is unnecessary to do so.

8. Amending the Corpus Linguistics SIG Constitution

This constitution may be amended by majority vote at any quorate Annual General Meeting of the SIG, provided that written notice of the proposed amendments is given to the Convenor in good time and then relayed to the membership at least fourteen days before the Meeting.