EAA Corporate Governance Guidelines
May 2018

GENERAL ASSEMBLY

BOARD

MANAGEMENT COMMITTEE

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<th>CONFERENCE COMMITTEE</th>
<th>SCIENTIFIC COMMITTEE</th>
<th>DOCTORAL COLLOQUIUM</th>
<th>FINANCIAL REPORTING STANDARDS COMMITTEE</th>
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## BOARD

### Role
The Board is a forum for discussion of the strategic development of the Association. The Board elects the members of the Management Committee and is charged with advising the President and the Management Committee on desirable initiatives for the Association, and on relevant trends impacting the objectives and activities of the Association.

Without prejudice to the powers of daily management granted to the Management Committee, the Association is administered by the Board, which governs the Association and holds the powers of administration. In order to accomplish the goals of the Association, the Board can transfer the totality of its powers to the Management Committee, including the case where the present statutes attribute specific competencies to the Board, except for the election of the members of the Management Committee.

### Composition
- President
- President-Elect (if there is one)
- Past President (if there is one)
- Treasurer
- President of the annual conference
- Treasurer of the annual conference
- Secretary General of the annual conference
- President of the first prospective conference
- One National Representative of each European country with at least 10 members in EAA
- One Regional Representative of each Continent with at least 10 members in EAA
- Chairs of other EAA Committees
- Editors of the journals of the association
- Executive Secretary (ex officio)
- Representative of the EIASM (ex officio)

### Terms of appointment
National Representatives: 3 years (max. 2 terms)

### Election procedure and timing
Elections operated in 2 steps:
- Requests for expressions of interests/nominations per country → January (year starting 1st or 2nd new term of office)
- Ballot → February
- Announcement at General Assembly meeting → conference time

Upon final approval by the General Assembly, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President right after the conference to the newly elected Board Members.

### Start/End of appointment
- Starting after the General Assembly meeting formalising their election
- Ending after the third General Assembly meeting following their election
### MANAGEMENT COMMITTEE

#### Role

The Management Committee is responsible for the daily management of the Association and for developing a long-term strategy for the Association. It reports to the Board. The Management Committee can delegate certain responsibilities and powers to its members, especially to the executive secretary. It keeps the Board informed about important issues such as the election of committee chairs and members, election of Association journal editors, and the time and place of the meetings of the Board and of the General Assembly.

MC candidates have to respond to the following criteria: 1) be active in EAA, 2) have a European institutional affiliation and 3) most importantly have potential to contribute to the Association in a pro-active way. Therefore potential membership to the MC is driven by academic leadership.

#### Composition

- President
- President-Elect (if there is one)
- Past-President (if there is one)
- Treasurer
- President of the next two prospective conferences
- 8 members, for whom at election time, there will be a preference for 3 at least and no more than 4 being already members of the Board
- Executive Secretary (ex officio)

All Chairs of the other EAA committees (Publications Committee, Conference Committee, Scientific Committee, Doctoral Colloquium Committee, Financial Reporting Standards Committee) as well as the Editors of the EAA journals will attend upon invitation only.

#### Terms of appointment

- President: 2 years (not renewable)
- President-Elect: 1 year
- Past-President: 1 year
- Treasurer: 3 years (max. 1 term)
- President of the prospective conference: 2 years
- 8 Members: 3 years (max. 1 term)

#### Election procedure and timing

- **President-Elect**
  - Requests for expression of interests/nominations to all EAA Members → December (year before starting term of office)
  - Nomination of one person by the Management Committee → January
  - Approval by the Board → mid February
  - Acceptance to serve → end February
  - Final approval by the General Assembly → conference time
  - Decision by simple majority of votes

Should the Board reject the candidate, the Management Committee would have to nominate another candidate.
Should the candidate be rejected by the General Assembly, the Management Committee would have to nominate another candidate, ask for approval to the Board and launch an electronic ballot. All EAA members would be asked to communicate via e-mail by a defined date their agreement with the new proposed candidate who would be elected by simple majority of votes provided one tenth of the members or 25 members (should this last number be lower than the first) vote.

**Treasurer**
- Requests for volunteers from within the MC.
- In the absence of an existing MC member being appointed to the Treasurer’s role, the MC will co-opt an additional member:
  - Request for expressions of interest/nominations
  - Selection by a MC panel including the President, the President-Elect (or Past President) and the Executive Secretary.
- Approval by the Board → mid February
- Acceptance to serve → end February

**Members**
- Requests for expression of interests/nominations to all EAA Members → December
- Shortlist made up by the President → January
- Approval by the Board → mid February
- Acceptance to serve → end February

Upon final approval by the General Assembly, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President right after the conference both to the newly elected President-Elect and Management Committee Members.

**Start/End of appointment**
- Starting after the General Assembly meeting approving their election
- Ending after the second General Assembly meeting following election for the President and the third General Assembly meeting following election for the Members

**Reimbursement of expenses**
- Travel and accommodation expenses for interim Management Committee meetings
### Role

The Publications Committee (PC) of the European Accounting Association (EAA) acts in an advisory capacity to the EAA Management Committee (MC).

In that capacity, the PC shall supervise and report to the MC on all non-editorial aspects of all EAA publications. The spirit of the charge of the PC is to oversee the affairs of all EAA publications, whereas the Editor of each respective EAA publication shall be responsible for the editorial content of the publication s/he edits.

The PC shall search and make recommendations to the MC on the appointment of Editors. Associate Editors and Editorial Board members of EAA publications shall also be appointed by the MC on the recommendation of the Editor to the PC which, in turn, shall advise the MC. Associate Editors and Editorial Board members shall serve for the duration of the current term of the Editor of the publication s/he edits, but can be re-appointed on the recommendation of the new Editor.

The PC shall review proposals from each Editor regarding changes in policies and practices that affect the operations and the attractiveness of the publication that s/he edits as a place to publish, including but not limited to proposals by the Editor for changes in the review process of the publication that s/he edits.

The PC shall make proposals for any modifications to any EAA publication to the MC. The PC shall also make recommendations to the MC on publication contracts, publication policies, subscription rates, annual budgets, and other matters relevant to the overall publication program of the EAA.

On the request of the MC, the PC shall look into any other EAA publications-related issue not explicitly mentioned, but in the spirit of, the above.

Members of the PC may not simultaneously serve as an Editor or Associate Editor on any of the EAA publications.

The PC should provide all help to the journal editors to increase the visibility of the journals.

The PC uses a policy of open call for nominations for the following positions: EAR Editor, AinE Editor, Newsletter Editor and Book Review Editor.

### Composition

- **Chair**
- **5 Members**
- **Executive Secretary (ex officio)**

The Editor of the EAR, the Editor of the AinE and the Newsletter Editor will attend upon invitation only.
| Terms of appointment                      | ▪ Chair: 4 calendar years (not renewable)  
|                                         | ▪ Members: 3 calendar years (max. 2 terms)  
|                                         | ▪ Editors: 4 calendar years (not renewable) |
| Election procedure and timing            | Chair  
|                                         | ▪ Elected by the Management Committee in the year before joining  
|                                         | Members  
|                                         | ▪ Elected by the Management Committee upon suggestions made by the Chair of the Publications Committee in the year before joining.  
|                                         | Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected Publications Committee Chair. S/He should send a similar message to the newly elected Publications Committee Members.  
|                                         | The Board is informed about the election.  
|                                         | Editor of EAR  
|                                         | ▪ Elected by the Management Committee upon suggestions made by the Chair of the Publications Committee in the year before joining.  
|                                         | Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected Editor of EAR.  
|                                         | The Board is informed about the election.  
|                                         | Editor of AinE  
|                                         | ▪ Elected by the Management Committee upon suggestions made by the Chair of the Publications Committee in the year before joining.  
|                                         | Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected Editor of AinE.  
|                                         | The Board is informed about the election.  
|                                         | Editor of Newsletter  
|                                         | ▪ Elected by the Management Committee upon suggestions made by the Chair of the Publications Committee in the year before joining.  
|                                         | Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected Newsletter Editor.  
|                                         | The Board is informed about the election.  


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<tr>
<th><strong>Book review Editor</strong></th>
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<td>▪ Elected by the Management Committee upon suggestions made by the Chair of the Publications Committee in the year before joining.</td>
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<tr>
<td>Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected Newsletter Editor.</td>
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<tr>
<td>The Board is informed about the election.</td>
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<td><strong>Start/End of appointment</strong></td>
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<td>▪ Starting on 1st January of the year after approval of their election</td>
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<td>▪ Ending on 31st December of their final year of appointment</td>
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<tr>
<td><strong>Reimbursement of expenses</strong></td>
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<tr>
<td>Travel and accommodation expenses for interim Publications Committee meetings</td>
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## CONFERENCE COMMITTEE

| Role | The primary role of the Conference Committee is to encourage and screen offers to host future EAA conferences. These proposals have then to be submitted by the CC for final approval to the Management Committee. Once the MC approves a future host, the Conference Committee is in charge of controlling whether or not conference hosts comply with the established EAA conference guidelines and of overseeing the budget and budget revisions of the local host. During this phase the chairperson of the Conference Committee liaises with the chairperson of the Scientific Committee, the chairperson of the Organising Committee and the EAA Executive Secretary. The Conference Committee is responsible for drafting the congress guidelines and reviewing them on a regular basis. The initial guidelines and the subsequent changes have to be approved by the Management Committee. The Conference Committee reports to the Management Committee. |
| Composition | Chair ▪ One Member ▪ Executive Secretary (ex officio) |
| Terms of appointment | Chair: 3 years (max. 2 terms) ▪ Member: 3 years (max. 2 terms) |
| Election procedure and timing | Elected by the Management Committee → January (year starting 1st or 2nd new term of office) Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected Conference Committee Chair and/or Members. The Board is informed about the election. |
| Start/End of appointment | Starting after the General Assembly meeting formalising their election ▪ Ending after the third General Assembly meeting following their election |
| Reimbursement of expenses | Travel and accommodation expenses for Congress Preparatory Meeting in location of next conference ▪ Travel and accommodation expenses for visiting potential future conference locations approved by the President. |
## SCIENTIFIC COMMITTEE

<table>
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<tr>
<th>Role</th>
<th>The (Standing) Scientific Committee has an advisory role on the overall scientific programme, and in particular on the screening of papers and the set up of parallel sessions. The (Standing) Scientific Committee is also responsible for the scheduling and composition of the parallel sessions (the local organizers are responsible for the scheduling and composition of the research fora). The (Standing) Scientific Committee also has an advisory role with regard to the scientific programme of the annual congress as a whole.</th>
</tr>
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</table>
| Composition | ▪ Standing Scientific Committee (SSC):  
  - Chair  
  - 8 members  
  Reports to the Management Committee.  
  ▪ Scientific Committee (SC):  
  - about 100 international members  
  - up to 10 locally nominated members  
  Reports to SSC. |
| Terms of appointment | ▪ Chair: 3 years (not renewable)  
  ▪ 5 standing members: 3 years (max. 2 terms)  
  ▪ About 100 international SC members: 3 years (not renewable)  
  ▪ Up to 10 locally nominated SC members: 1 year |
| Election procedure and timing | Chair  
  ▪ Elected by the Management Committee → January (year of the starting of the term of office)  
  Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected Scientific Committee Chair and/or Members.  
  The Board is informed about the election.  
  SSC members  
  ▪ Co-opted by the SSC Chair  
  ▪ Approved by the Management Committee  
  Upon approval by the Management Committee, an official message (e-mail) should be sent by the SC Chair to the newly elected Standing Scientific Committee Members.  
  The Board is informed about the election.  
  International SC members  
  Co-opted by the Chair + SSC members  
  Upon co-option, an official message (e-mail) should be sent by
<table>
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<tr>
<th>Start/End of appointment</th>
<th>SSC Chair and members</th>
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<tr>
<td>▪ Starting after the General Assembly meeting formalising their election</td>
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<tr>
<td>▪ Ending after the third General Assembly meeting following their election</td>
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<th>International and local SC members</th>
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<tr>
<td>▪ Appointed for each prospective conference</td>
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<tr>
<th>Reimbursement of expenses</th>
<th>Chair</th>
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<tr>
<td>Travel and accommodation expenses for planning meeting in location of next conference</td>
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<tr>
<th>Standing Scientific Committee Chair and Members</th>
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<tr>
<td>▪ Travel and accommodation expenses (1 night) for all SSC meetings (2 yearly meetings, one during the Congress)</td>
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<td>▪ Congress fee waived (they should pay the membership fee)</td>
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</tbody>
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## DOCTORAL COLLOQUIUM COMMITTEE

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<tr>
<th>Role</th>
<th>The Doctoral Colloquium Committee is responsible for running the EAA Doctoral Colloquium. This includes drafting the announcement, selecting the doctoral students as well as the faculty, setting up the programme and running the event. The Committee reports to the Management Committee.</th>
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<tbody>
<tr>
<td>Composition</td>
<td>2 Co-chairs</td>
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<tr>
<td>Terms of appointment</td>
<td>3 years (max. 2 terms)</td>
</tr>
</tbody>
</table>
| Election procedure and timing | ▪ Elected by the Management Committee → January (year starting new term of office)  
Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected Doctoral Colloquium Co-Chairs. The Board is informed about the election. |
| Start/End of appointment | ▪ Starting after the General Assembly meeting formalising their election  
▪ Ending after the third General Assembly meeting following their election |
| Reimbursement of expenses | ▪ Accommodation expenses during Doctoral Colloquium and Congress (up to a max. of 4 nights for Annual Congress)  
▪ Congress fee waived (they should pay the membership fee) |
### FINANCIAL REPORTING STANDARDS COMMITTEE

<table>
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<tr>
<th>Role</th>
<th>The Financial Reporting Standards Committee has assumed the charge to comment on proposed and existing International Financial Reporting Standards relying on the rich background of academic accounting research in Europe. It will bring to the attention of standard setters and endorsement institutions, in particular the International Accounting Standards Board and the European Financial Reporting Advisory Group, existing theoretical and empirical research. Where necessary, it will also point to research needs for the adequate resolution of standard setting issues. The FRSC reports to the Management Committee.</th>
</tr>
</thead>
</table>
| Composition | ▪ Chair  
▪ 4 Members |
| Terms of appointment | ▪ Chair: 3 years (max. 2 terms)  
▪ Members: 3 years (max. 2 terms) |
| Election procedure and timing | Chair  
▪ Elected by the Management Committee → January (year starting 1st or 2nd new term of office)  
The Board is informed about the election.  
Members  
▪ Elected by the Management Committee upon suggestions made by the Chair → January (year starting 1st or 2nd new term of office)  
Upon final approval, an official message (e-mail) should be sent by the Executive Secretary on behalf of the President to the newly elected FRSC Chair and/or Members.  
The Board is informed about the election. |
| Start/End of appointment | ▪ Starting after the General Assembly meeting formalising their election  
▪ Ending after the third General Assembly meeting following their election |
| Reimbursement of expenses | Travel and accommodation expenses for interim FRSC meetings |