Bylaws of the

# “Global Consortium of Professionals & Researchers” (GCPR)

These Bylaws set out how the Global Consortium of Professionals & Researchers is organised and run: who may join, how members are admitted and recognised, how the Consortium is governed, how decisions are taken and recorded, how money is handled, and how these rules may be changed. They are written to be used day to day by members, officers and committees, and each Article closes with practical guidance on how the rules are applied in practice.

**Contents**


| | |
|---|---|
| Article I | Name, Status and Interpretation |
| Article II | Purpose and Objectives |
| Article III | Membership |
| Article IV | Governance |
| Article V | Committees |
| Article VI | Meetings |
| Article VII | Publications, Events and Research Integrity |
| Article VIII | Finances |
| Article IX | Records, Data Protection and Confidentiality |
| Article X | Use of Name, Logo and Membership Designations |
| Article XI | Grievances and Dispute Resolution |
| Article XII | Amendments |
| Article XIII | Dissolution |
| Article XIV | Adoption and Transition |
| Schedule A | Membership Categories at a Glance |
| Schedule B | Annual Governance Calendar |
| Schedule C | Fellowship and Senior Member Evaluation Rubric |
| Schedule D | Standard Timelines |

## Article I: Name, Status and Interpretation

### Section 1.1: Name

The name of the organisation shall be the **"Global Consortium of Professionals & Researchers"**, referred to in these Bylaws as "GCPR", "the Consortium" or "the Association".

### Section 1.2: Status and Affiliation

(1) GCPR is a professional and scholarly association of researchers, academics and practitioners, operating under the academic auspices of MC STEM Eduversity, USA ("the Institution").

(2) GCPR is a not-for-profit body. Its income and property shall be applied solely to promote its objectives, and no part shall be paid as profit or dividend to any member.

(3) GCPR is non-political and non-sectarian, and shall not discriminate in admission, recognition or participation on any ground unrelated to professional merit.

### Section 1.3: Definitions

In these Bylaws, unless the context requires otherwise:

| Term | Meaning |
|---|---|
| Council | The Executive Council constituted under Article IV. |
| Officer | The President, Vice President, General Secretary or Treasurer. |
| Member | Any individual or institution admitted to any category of membership under Article III. |
| Voting Member | A member in good standing who holds voting rights under Section 3.5. |
| Good standing | A member whose dues are paid, who is not under suspension, and who has no unresolved disciplinary finding against them. |
| AGM | The Annual General Meeting held under Article VI. |
| Written / in writing | Includes email, the Consortium's online member portal and any other electronic means that produces a retrievable record. |
| Days | Calendar days, unless stated otherwise. |

### Section 1.4: Interpretation

(1) Headings and practical notes are for guidance only and do not change the meaning of any clause.

(2) Where any question arises on the meaning of these Bylaws, the Council shall decide it, and its decision shall be recorded in the minutes and bind all members until the next AGM.

(3) Where these Bylaws are silent, the Council may adopt Regulations consistent with them (see Section 4.9). Regulations may never override these Bylaws.

## Article II: Purpose and Objectives

### Section 2.1: Purpose

GCPR exists to advance knowledge and professional excellence by connecting researchers, academics and practitioners across disciplines and borders.

### Section 2.2: Objectives

To achieve its purpose, GCPR is dedicated to:

(1) **Promoting research** in the respective disciplines of its members, including interdisciplinary and applied research.

(2) **Publishing high-quality academic and industry-related work** — journals, conference proceedings, white papers and practice notes — under transparent peer review.

(3) **Organising conferences, workshops, seminars and webinars** for knowledge sharing, in person and online.

(4) **Facilitating networking** among researchers, practitioners, institutions and industry leaders.

(5) **Encouraging innovation and collaboration**, including joint research, mentoring and industry–academia partnerships.

(6) **Recognising distinction** through a rigorous, peer-reviewed system of membership grades and awards.

(7) **Upholding professional and research ethics** among its members and in its own activities.

### Section 2.3: Activities

In pursuit of these objectives GCPR may, among other things:

- run an annual flagship conference and a programme of regional or thematic events;
- publish or co-publish journals, proceedings, books and newsletters;
- establish special-interest groups, regional chapters and student chapters;
- enter into memoranda of understanding with universities, research bodies and companies;
- confer grades of membership, certificates and awards;
- raise funds through dues, registrations, sponsorships, grants and donations consistent with its objectives.

## Article III: Membership

### Section 3.1: Categories of Membership

GCPR shall have the following categories of membership. Each individual may hold only one individual category at any time.

| Category | Who it is for | Voting |
|---|---|---|
| Student Member | Students enrolled in a recognised degree programme. | No |
| Professional Member | Researchers, academics and practitioners at a recognised institution or organisation. | Yes |
| Senior Member | Experienced professionals with 5–10+ years of documented contribution. | Yes |
| Fellow (Premium Fellow Member) | The highest grade: professionals of sustained national or international distinction. | Yes |
| Institutional Member | Universities, research centres, companies and other organisations. | Yes, through one nominated representative |
| Honorary Member | Individuals recognised by the Council for exceptional contribution to the field. | No, unless they also hold a voting category |

### Section 3.2: Eligibility

**Student Member.** Applicants must be currently enrolled in an undergraduate, postgraduate or doctoral programme at a recognised institution, evidenced by a current student ID or enrolment letter.

**Professional Member.** Applicants must be enrolled or employed at a recognised academic, research or professional institution and show a genuine interest in actively contributing to the Consortium's activities, publications and events.

**Senior Member.** Senior Membership is an elevated grade. Applicants must have:

(1) at least five (5) years' professional experience in academia, research or industry (ten (10) years where the evidence of contribution is primarily practice-based);

(2) documented evidence of contribution, such as published work, leadership roles, patents, funded projects, or industry recognition; and

(3) two endorsements, at least one of which is from an existing Senior Member or Fellow.

**Fellow.** Fellowship represents the highest and most distinguished level of recognition. It is reserved for a small percentage of professionals who have demonstrated sustained international or national impact, original contributions and peer-acknowledged leadership. Fellowship is **not honorary and not**

**automatic**; it is earned through rigorous peer-reviewed evaluation and conferred only on those whose distinction is clearly evident. Candidates must demonstrate excellence in **two or more** of the following areas:

| Area | What the evidence should show |
|---|---|
| 1. Scholarly Excellence | A substantial body of influential, peer-reviewed publications, books or patents; recognition for advancing frontier knowledge in STEM or the candidate's discipline. |
| 2. Innovation & Original Contributions | Pioneering technologies, methods or frameworks that transformed academic, industrial or societal practice, with demonstrated adoption or measurable impact. |
| 3. Leadership & Influence | Senior executive, academic or research leadership shaping institutions or industries; influence on policy, professional standards or innovation ecosystems at national or international level. |
| 4. Recognition by Peers | Prestigious awards, honours or highly selective distinctions; membership of selective professional bodies where admission is based on demonstrated excellence. |
| 5. Global Standing | Sustained national or international recognition as a thought leader and innovator; clear evidence of being among the small percentage at the very top of the field. |

Fellowship candidates must normally also hold, or have held, Senior Member grade or an equivalent grade in a recognised professional body, and must be supported by the nominations described in Section 3.4.

**Institutional Member.** Any university, college, research centre, company, government body or non-profit organisation whose work is aligned with GCPR's objectives. The institution shall nominate one named representative in writing and may replace that person by written notice.

**Honorary Member.** Conferred only by resolution of the Council on individuals who have made significant contributions to the field or to GCPR. Honorary Membership is by invitation; it cannot be applied for.

### Section 3.3: Admission Procedure (Student, Professional and Institutional)

(1) **Application.** The applicant submits the online application form with a CV or institutional profile, supporting evidence, and the applicable fee.

(2) **Completeness check (within 7 days).** The Membership Secretariat checks the file and asks for any missing documents. An application left incomplete for 60 days lapses.

(3) **Review (within 30 days of a complete file).** The Membership and Networking Committee, or a reviewer it delegates, assesses eligibility.

(4) **Decision.** The applicant is told in writing of the decision. On approval, membership starts on the date of the decision and a membership number and digital certificate are issued.

(5) **Refusal.** Reasons shall be given briefly in writing. The fee is refunded less any processing charge set in the Schedule of Fees. The applicant may re-apply after six months or appeal under Section 3.10.

### Section 3.4: Elevation to Senior Member and Fellow

Elevation to Senior Member or Fellow is by peer review. The process runs in **two cycles each year** (closing dates set by the Council and published at least 60 days in advance).

(1) **Nomination.** Senior Member: self-nomination with two endorsements. Fellow: nomination by a Fellow or Senior Member, supported by at least **three referees**, of whom at least two are Fellows or Senior Members of GCPR or of a comparable professional body, and none is from the candidate's current institution or a close collaborator in the last three years.

(2) **Dossier.** The nominee submits a structured dossier: CV, a statement of up to 1,000 words mapping their achievements to the criteria in Section 3.2, and up to ten items of key evidence (publications, patents, awards, letters of impact).

(3) **Independent review.** The Fellowship and Awards Committee assigns each dossier to at least three reviewers, who score it independently against the rubric in Schedule C. Reviewers must declare any conflict of interest and withdraw where one exists.

(4) **Panel decision.** The Committee meets to consider the scores and recommends elevation, deferral (with feedback) or decline. A Fellow candidate must reach the threshold score in at least two criteria.

(5) **Ratification.** Recommendations are ratified by the Council. The Council may refer a case back but may not elevate a candidate the Committee has not recommended.

(6) **Notification and conferment.** Candidates are told the outcome within 15 days of ratification. New Fellows are formally conferred at the AGM or flagship conference.

(7) **Limit.** To protect the standing of the grade, the number of Fellows elevated in any year shall not normally exceed a percentage of the voting membership fixed by the Council by Regulation.

### Section 3.5: Membership Rights

Members in good standing are entitled to:

- take part in conferences, events and special-interest groups, at member rates where applicable;
- access GCPR publications and member resources;
- submit work to GCPR publications and events (subject to peer review);
- use the designation of their membership grade and the member badge, as set out in Article X;
- **vote** in general meetings and elections — Professional Members, Senior Members, Fellows and Institutional Members (one vote each, through the nominated representative);

- **nominate** candidates for, and stand for, positions on the Executive Council, subject to Section 4.4;
- serve on committees and act as reviewers when invited;
- receive the annual report and audited financial statement.

Student Members and Honorary Members may attend and speak at general meetings but may not vote.

### Section 3.6: Obligations of Members

Every member shall:

(1) comply with these Bylaws, the Regulations and the Code of Conduct;

(2) pay dues on time;

(3) keep their contact and affiliation details up to date in the member portal;

(4) act honestly and with integrity in research and professional practice, including avoiding plagiarism, data fabrication and misrepresentation of credentials;

(5) use GCPR's name, logo and grade designations only as permitted by Article X;

(6) treat fellow members, staff and event participants with respect.

### Section 3.7: Term, Renewal and Lapse

(1) Membership runs for twelve months from the date of admission, or on the fiscal year if the Council so decides, and is renewable on payment of dues.

(2) Renewal reminders shall be sent at least 30 days before expiry.

(3) A member whose dues are unpaid 30 days after expiry ceases to be in good standing; after 90 days, membership lapses automatically.

(4) A lapsed member may be reinstated within 12 months on payment of current dues without re-application, and retains their grade.

### Section 3.8: Resignation

A member may resign at any time by written notice to the General Secretary. Dues already paid are not refundable except as stated in the Schedule of Fees. A resigning Officer or Council member must also follow Section 4.7.

### Section 3.9: Discipline, Suspension and Termination

(1) **Grounds.** A member may be warned, suspended, demoted from a grade, or expelled for: serious breach of these Bylaws or the Code of Conduct; research or professional misconduct; misrepresenting GCPR or their membership grade; or conduct that brings GCPR into disrepute.

(2) **Complaint.** Any person may make a written complaint to the General Secretary, with supporting evidence. Anonymous complaints may be considered only where the evidence is independently verifiable.

(3) **Investigation.** The Ethics and Disciplinary Committee shall notify the member of the complaint and give them at least 21 days to respond in writing, and an opportunity to be heard.

(4) **Decision.** The Committee shall issue a written, reasoned decision. Expulsion or withdrawal of Fellowship requires confirmation by a two-thirds majority of the Council.

(5) **Interim suspension.** In serious cases the President, with the General Secretary, may suspend a member's rights pending the outcome, for no longer than 90 days.

### Section 3.10: Appeals

A person refused admission or elevation, or subject to a disciplinary decision, may appeal in writing to the General Secretary within **21 days** of being notified. The appeal is heard by an Appeals Panel of three Council members (or Fellows appointed by the Council) who took no part in the original decision. The Panel shall decide within 45 days. Its decision is final within GCPR.

> **In practice — membership**
>
> Applicants should expect a decision within about five to six weeks of submitting a complete file. Fellowship candidates should allow a full cycle (typically four to six months) and prepare the dossier against the Schedule C rubric — reviewers look for *evidence* of impact, not lists of positions held. Schedule A gives a one-page summary of the categories.

## Article IV: Governance

### Section 4.1: Executive Council

GCPR shall be governed by the Executive Council, which is responsible for its strategy, finances, standards and reputation. The Council comprises:

(1) the President;

(2) the Vice President;

(3) the General Secretary; and

(4) up to ten (10) elected Members of the Executive Council.

The Council shall designate one of its elected Members as **Treasurer**, who shall be an Officer for the purposes of these Bylaws. The Council may co-opt up to two further non-voting members for specific expertise for a term of up to one year.

### Section 4.2: Powers of the Council

The Council may exercise all powers of GCPR not reserved to the general meeting, including to:

- approve the strategic plan, annual budget and annual report;
- set the Schedule of Fees;

- establish, dissolve and appoint the chairs of committees;
- ratify admissions to Senior Member and Fellow grades and confer Honorary Membership;
- enter into agreements, partnerships and memoranda of understanding;
- appoint staff, volunteers and service providers;
- make Regulations under Section 4.9.

**Section 4.3: Duties of Officers**

**President.** The President:

- acts as the chief executive officer and principal spokesperson of GCPR;
- represents GCPR at official events and in dealings with partner institutions;
- leads the development and delivery of strategic initiatives;
- presides over general meetings and Council meetings;
- is an ex-officio member of all committees, without a vote unless the committee's terms say otherwise.

**Vice President.** The Vice President:

- supports the President and takes the lead on portfolios the President assigns;
- assumes the President's responsibilities in their absence or incapacity;
- oversees the work of the standing committees and reports on their progress to the Council.

**General Secretary.** The General Secretary:

- manages correspondence and maintains the register of members and all official records;
- issues notices of meetings, prepares agendas and keeps minutes;
- conducts elections as Returning Officer, unless standing for election (see Section 4.4);
- ensures that GCPR complies with these Bylaws and records Council interpretations of them;
- receives complaints, appeals and declarations of interest.

**Treasurer.** The Treasurer:

- oversees GCPR's finances, bank accounts and financial records;
- prepares the annual budget and quarterly financial reports for the Council;
- prepares the annual financial statement for review and presentation at the AGM;
- ensures that spending follows the approved budget and the authority limits in Article VIII.

**Members of the Executive Council.** Elected Members:

- advise on strategy, governance and risk;
- lead or serve on committees on research, publications, conferences, membership and other portfolios;
- attend Council meetings and contribute to decisions in the best interest of GCPR.

### Section 4.4: Elections

(1) **Who may stand.** Any Voting Member in good standing who has been a member for at least one year may stand for election. Candidates for President or Vice President must be Senior Members or Fellows.

(2) **Call for nominations.** At least **60 days** before the AGM, the General Secretary shall announce the vacancies and invite nominations.

(3) **Nominations.** Each nomination must be proposed and seconded by two Voting Members, accompanied by the candidate's written consent and a statement of up to 300 words, and received at least **40 days** before the AGM.

(4) **Ballot.** Where there are more candidates than vacancies, voting shall be by secret ballot, which may be held electronically over a period of at least 7 days ending before or at the AGM. Where candidates equal or are fewer than vacancies, they are declared elected unopposed at the AGM.

(5) **Result.** The candidate with the most votes is elected; for Council Member seats, the highest-polling candidates fill the vacancies. A tie is decided by a second ballot, then by lot.

(6) **Returning Officer.** Where the General Secretary is a candidate, the Council shall appoint another member who is not standing to act as Returning Officer.

(7) **Staggering.** To preserve continuity, roughly half the elected Council seats shall be filled in alternate years. At the first election under these Bylaws, the Council may set one-year terms for some seats to establish this rotation.

### Section 4.5: Terms of Office

(1) All Officers and elected Council Members serve a term of **two years**, starting at the close of the AGM at which they are elected.

(2) An Officer may seek re-election to the same office for **one additional consecutive term**, subject to a majority vote. After two consecutive terms, they must wait at least one full term before standing for the same office again.

(3) The immediate Past President may attend Council meetings as a non-voting adviser for one term after leaving office.

### Section 4.6: Conflicts of Interest

(1) Each Council and committee member shall complete an annual declaration of interests.

(2) Any member with a personal, financial or professional interest in a matter under discussion shall declare it at the start of the meeting, and shall not vote on or, if the chair so decides, take part in discussion of that matter.

(3) Declarations and the action taken shall be recorded in the minutes.

### Section 4.7: Vacancies, Resignation and Removal

(1) An Officer or Council Member may resign by written notice to the General Secretary (or, for the General Secretary, to the President), giving at least 30 days' notice where possible and handing over all records and access.

(2) If the office of President becomes vacant, the Vice President shall serve as President for the rest of the term. Any other casual vacancy may be filled by the Council until the next AGM.

(3) A Council Member who misses three consecutive Council meetings without an apology accepted by the Council may be treated as having vacated their seat.

(4) An Officer or Council Member may be removed for serious misconduct or persistent failure to perform their duties by a two-thirds majority of the Council, or by a two-thirds majority of Voting Members present at a general meeting, after being given notice and a fair opportunity to respond.

### Section 4.8: Handover

Outgoing Officers shall, within 14 days of leaving office, hand over to their successors all records, passwords, bank mandates, files and property of GCPR, together with a short handover note on open matters.

### Section 4.9: Regulations and Policies

The Council may make Regulations and policies to put these Bylaws into practice — for example a Code of Conduct, Fellowship rubric, election procedure, publication ethics policy, data protection policy and expenses policy. Regulations take effect when approved by the Council, shall be published to members, and shall be reported to the next AGM.

> **In practice — governance**
>
> Schedule B sets out the annual governance calendar, so officers can see at a glance what falls due each quarter. Keep a single shared register of members, decisions and declarations of interest; it makes handovers and audits much simpler.

## Article V: Committees

### Section 5.1: Standing Committees

GCPR shall have the following standing committees, each chaired by a Council Member appointed by the Council:

**1. Research and Publication Committee**

- oversees the publication of journals, proceedings and other GCPR publications;
- appoints editors and editorial boards, subject to Council approval;

- ensures that submissions are reviewed by independent peer reviewers and that publication decisions follow a published editorial and ethics policy;
- handles allegations of plagiarism, duplicate publication or data misconduct in GCPR publications.

**2. Conference and Events Committee**

- plans and delivers conferences, workshops, seminars and webinars;
- prepares an event budget for Council approval before any binding commitment is made;
- appoints programme committees and manages calls for papers, speakers and sponsors;
- reports on attendance, feedback and financial outcome within 60 days after each major event.

**3. Membership and Networking Committee**

- manages member recruitment, admissions, renewals and engagement;
- facilitates collaborations, partnerships, chapters and special-interest groups;
- runs mentoring and networking initiatives.

**4. Fellowship and Awards Committee**

- runs the peer-review process for Senior Member and Fellow elevation under Section 3.4;
- recommends recipients of GCPR awards to the Council;
- maintains and periodically reviews the evaluation rubric in Schedule C.

**5. Ethics and Disciplinary Committee**

- maintains the Code of Conduct;
- investigates complaints and makes decisions under Section 3.9;
- advises the Council on ethical issues affecting GCPR's activities.

### Section 5.2: Ad-Hoc Committees and Task Forces

The President, with the approval of the Council, may establish temporary committees or task forces for specific tasks. The resolution establishing each shall state its purpose, membership, deliverables and end date. It is dissolved automatically when its task is complete or its end date passes.

### Section 5.3: Committee Procedure

(1) Each committee shall have at least three members, who need not all be Council Members.

(2) Each committee shall work to written terms of reference approved by the Council.

(3) A committee's quorum is a majority of its members. It may meet and decide electronically.

(4) Committees make recommendations to the Council, except where these Bylaws or the Council give them power to decide.

(5) Each committee chair shall submit a short written report to each quarterly Council meeting and an annual report for the AGM.

## Article VI: Meetings

### Section 6.1: Annual General Meeting

(1) An AGM shall be held once in each fiscal year, and no more than 15 months after the previous AGM.

(2) Notice of the AGM, with the agenda, shall be sent to all members at least **30 days** in advance. The annual report, financial statement and any proposed amendments shall be circulated at least **14 days** in advance.

(3) The business of the AGM shall include:

- confirmation of the minutes of the previous general meeting;
- the President's annual report and committee reports;
- presentation of the annual financial statement;
- declaration of election results and installation of new Officers and Council Members;
- conferment of Fellowships and awards;
- consideration of proposed amendments and members' motions;
- any other business admitted by the chair.

A Voting Member may propose a motion for the AGM by sending it to the General Secretary, seconded by another Voting Member, at least 21 days before the meeting.

### Section 6.2: Special General Meetings

The Council may call a special general meeting at any time. It shall call one within 30 days of receiving a written request signed by at least **10%** of Voting Members stating the business to be discussed. At least 21 days' notice shall be given, and only the stated business may be discussed.

### Section 6.3: Executive Council Meetings

(1) The Council shall meet at least **quarterly** to discuss and decide on strategic and operational matters.

(2) Notice and agenda shall be circulated at least 7 days in advance, and papers at least 3 days in advance.

(3) The President, or any three Council Members, may call an extraordinary Council meeting on 48 hours' notice for urgent matters.

(4) The Council may take decisions by written resolution, including by email, if approved in writing by a majority of all Council Members. Such resolutions shall be recorded in the next minutes.

### Section 6.4: Quorum

(1) For the AGM and special general meetings, a quorum is **25% of Voting Members**, present in person, online or by proxy.

(2) For Executive Council meetings, a quorum is **50% of Council Members**, including the President or Vice President.

(3) If a general meeting is not quorate within 30 minutes of the start time, it shall be adjourned to a date at least 7 days later; at the adjourned meeting, the Voting Members present shall form a quorum.

### Section 6.5: Voting

(1) Unless these Bylaws say otherwise, decisions are taken by a simple majority of votes cast.

(2) Each Voting Member has one vote. The chair has a casting vote in the event of a tie.

(3) Votes may be cast in person, online, or by proxy appointed in writing and received by the General Secretary at least 48 hours before the meeting. No person may hold more than three proxies.

(4) Elections and any vote on the removal of a person shall be by secret ballot.

### Section 6.6: Virtual and Hybrid Meetings

Any meeting may be held wholly or partly online, provided that all participants can hear and be heard and that votes can be verified. Members attending online count towards the quorum.

### Section 6.7: Minutes

Minutes of every general, Council and committee meeting shall record attendance, declarations of interest, decisions and action points with owners and deadlines. Draft minutes shall be circulated within 14 days and approved at the next meeting. Minutes of general meetings shall be made available to members.

## Article VII: Publications, Events and Research Integrity

### Section 7.1: Publication Standards

(1) All GCPR scholarly publications shall use independent peer review, with at least two reviewers per submission.

(2) Editorial decisions shall be made on merit alone. Editors and reviewers shall declare and avoid conflicts of interest.

(3) GCPR shall publish and follow a publication ethics policy aligned with recognised international good practice, covering authorship, plagiarism, data integrity, corrections and retractions.

(4) Officers and editors may submit their own work to GCPR publications only where its review is handled by an independent editor.

### Section 7.2: Events

(1) No event creating a financial commitment shall be announced until its budget has been approved under Article VIII.

(2) Every event shall have a named organiser accountable to the Conference and Events Committee.

(3) Event participants shall agree to the Code of Conduct, and each event shall have a named contact for concerns.

### Section 7.3: Intellectual Property

Authors retain copyright in their work unless otherwise agreed in a written publishing agreement. GCPR owns its name, logo, publication titles and the materials it produces. Work produced by volunteers for GCPR shall be licensed to GCPR for its purposes.

## Article VIII: Finances

### Section 8.1: Fiscal Year

The fiscal year of GCPR runs from **1 January to 31 December**.

### Section 8.2: Membership Dues and Fees

(1) Membership dues, application and elevation fees, and event fees shall be set by the Council and published in a **Schedule of Fees**, reviewed at least once a year.

(2) Changes to dues take effect at the next renewal, and members shall be given at least 60 days' notice.

(3) Honorary Members are exempt from dues.

(4) The Council may set reduced rates for Student Members, members from lower-income economies, and members facing hardship.

(5) The refund policy shall be stated in the Schedule of Fees.

### Section 8.3: Budget and Spending Authority

(1) The Treasurer shall present a draft budget for the coming year to the Council before the end of each fiscal year.

(2) Spending shall follow the approved budget. The Council shall fix, by Regulation, the amounts that may be spent on the authority of (a) a committee chair, (b) the President with the Treasurer, and (c) only by resolution of the Council.

(3) Any unbudgeted item above the Officers' limit requires prior Council approval.

(4) Expenses may be reimbursed only against receipts and under the expenses policy.

### Section 8.4: Banking and Payments

(1) GCPR's funds shall be held in accounts in its own name.

(2) Payments above the limit fixed by the Council require approval by two authorised signatories, one of whom shall be the President or Treasurer. No person may approve a payment to themselves.

(3) All income and expenditure shall be recorded promptly with supporting documents, and records kept for at least seven years.

### Section 8.5: Financial Oversight

The Council shall ensure that:

(1) funds are used solely for GCPR's purposes and activities;

(2) the Treasurer presents a financial report at each quarterly Council meeting;

(3) the annual accounts are reviewed or audited by an independent, qualified person appointed by the Council or the AGM; and

(4) an annual financial report is prepared and presented at the AGM.

### Section 8.6: Sponsorship and Donations

GCPR may accept sponsorship, grants and donations only where they are consistent with its objectives and do not compromise its independence or the integrity of its peer review. Sponsors shall have no influence on editorial or award decisions.

## Article IX: Records, Data Protection and Confidentiality

(1) The General Secretary shall maintain a register of members, minutes, declarations of interest, Regulations, and decisions on admissions, elevations and discipline.

(2) Members' personal data shall be collected and used only for GCPR's purposes, kept securely, and handled in accordance with applicable data protection law and GCPR's data protection policy.

(3) Member contact details shall not be sold or given to third parties for marketing.

(4) Reviewer identities, Fellowship dossiers and scores, and disciplinary matters are confidential, except where disclosure is required by law or by these Bylaws.

(5) A member may request access to the personal data GCPR holds about them.

## Article X: Use of Name, Logo and Membership Designations

(1) Members may state their membership grade (for example, "Fellow, GCPR" or "Senior Member, GCPR") on CVs, websites, email signatures and publications for as long as they remain in good standing.

(2) Members must not imply that they speak for GCPR, or that GCPR endorses a product, service or opinion, without written authorisation from the President or General Secretary.

(3) The GCPR name and logo may be used by members, chapters and partners only in accordance with brand guidelines issued by the Council.

(4) A member whose membership lapses, is suspended or is terminated must stop using the designation and any GCPR certificate or badge immediately.

## Article XI: Grievances and Dispute Resolution

(1) A member with a grievance about GCPR's activities or decisions should first raise it informally with the relevant committee chair or Officer.

(2) If it is not resolved within 30 days, the member may make a formal written grievance to the General Secretary, who shall acknowledge it within 7 days and refer it to the appropriate body.

(3) A written response shall normally be given within 45 days.

(4) Disputes between members arising from GCPR activities shall be referred first to mediation by a person appointed by the Council before any other step is taken.

## Article XII: Amendments

(1) Amendments to these Bylaws may be proposed by (a) the Executive Council, or (b) a petition signed by at least **10% of Voting Members**.

(2) Proposed amendments shall be sent to the General Secretary at least 45 days before the AGM and circulated to all members with the AGM papers, at least 14 days before the meeting, together with a short explanation.

(3) Amendments shall be ratified by a **two-thirds majority** of Voting Members present and voting at the AGM (or at a special general meeting called for the purpose).

(4) Amendments take effect at the close of the meeting at which they are approved, unless the resolution states a later date. The General Secretary shall publish the updated Bylaws within 30 days.

(5) The Council may correct typographical errors and cross-references without a vote, provided the meaning is unchanged and the corrections are reported to the next AGM.

## Article XIII: Dissolution

(1) GCPR may be dissolved only by a resolution passed by a **three-quarters majority** of Voting Members present and voting at a general meeting called for that purpose, with at least 30 days' notice stating the proposal.

(2) In the event of dissolution, all remaining assets shall be irrevocably dedicated to a charitable purpose. After all debts and obligations have been settled, the assets shall be transferred to one or more non-profit organisations with similar objectives, as determined by the Executive Council.

(3) No assets shall be distributed to any member, Officer or Council Member. This ensures that GCPR's mission endures and that all legal requirements for non-profit entities are met.

## Article XIV: Adoption and Transition

(1) These Bylaws replace all earlier bylaws of GCPR and take effect on the date of adoption below.

(2) Officers and Council Members in office on that date continue to serve until the end of their current terms, and those terms count towards the limits in Section 4.5.

(3) Members admitted before that date keep their existing membership and grade. Members previously designated "Premium Fellow Members" shall be treated as Professional Members, Senior Members or Fellows according to the grade they were awarded.

## Schedule A: Membership Categories at a Glance

| Category | Key requirement | Evidence | Vote | Route |
|---|---|---|---|---|
| Student | Enrolled in a recognised programme | Student ID / enrolment letter | No | Application |
| Professional | Employed or enrolled at a recognised institution | CV, affiliation | Yes | Application |
| Senior Member | 5–10+ years' documented contribution | CV, evidence, 2 endorsements | Yes | Peer review |
| Fellow | Distinction in 2+ of the 5 Fellowship areas | Dossier, 3 referees | Yes | Nomination + peer review |
| Institutional | Organisation aligned with GCPR objectives | Institutional profile, named representative | Yes (1) | Application |
| Honorary | Exceptional contribution | — | No | Council invitation |

## Schedule B: Annual Governance Calendar

| When | What happens | Lead |
|---|---|---|
| January | New fiscal year begins; budget in force; renewal drive for January expiries | Treasurer / Membership |
| Quarter 1 | Council meeting 1: approve annual plan, committee terms of reference; declarations of interest | President / Gen. Secretary |
| Quarter 1–2 | Fellowship and Senior Member cycle 1: nominations close, review, Council ratification | Fellowship & Awards |
| Quarter 2 | Council meeting 2; accounts for previous year reviewed / audited | Treasurer |
| AGM – 60 days | Call for nominations for Council vacancies | Gen. Secretary |
| AGM – 45 / 40 days | Deadline for proposed amendments (45) and election nominations (40) | Gen. Secretary |
| AGM – 30 days | Notice of AGM and agenda to all members | Gen. Secretary |
| AGM – 21 / 14 days | Members' motions due (21); annual report, accounts, amendments circulated (14) | Gen. Secretary / Treasurer |
| Quarter 3 | Council meeting 3; AGM and flagship conference; conferment of Fellowships | President |

| When | What happens | Lead |
|---|---|---|
| Quarter 3–4 | Fellowship and Senior Member cycle 2 | Fellowship & Awards |
| Quarter 4 | Council meeting 4: approve next year's budget and Schedule of Fees; review Regulations | Treasurer / Council |

## Schedule C: Fellowship and Senior Member Evaluation Rubric

Each reviewer scores each criterion from 0 to 5 using the scale below. A criterion is "met" where the average reviewer score is at or above the threshold.

| Score | Descriptor |
|---|---|
| 0 | No evidence provided. |
| 1 | Limited evidence; contribution is local or early-stage. |
| 2 | Clear contribution recognised within the candidate's institution or region. |
| 3 | Significant contribution recognised nationally. **Threshold for Senior Member.** |
| 4 | Sustained, influential contribution recognised nationally and internationally. **Threshold for Fellow.** |
| 5 | Exceptional, field-defining contribution; among the very top of the discipline. |

| Criterion | Indicative evidence reviewers look for |
|---|---|
| Scholarly Excellence | Citations and influence of key works; quality of venues; books; patents granted |
| Innovation & Original Contributions | Adoption by others; products, standards or methods in use; measurable outcomes |
| Leadership & Influence | Roles held and, more importantly, what changed because of them; policy or standards contributions |
| Recognition by Peers | Selective awards and honours; invited keynotes; election to selective bodies |
| Global Standing | Independent letters of impact; international collaborations; editorial and advisory roles |

**Outcome.** Senior Member: score of 3 or above in at least one criterion and the experience requirement met. Fellow: score of 4 or above in at least two criteria.

## Schedule D: Standard Timelines

| Process | Timeline | Section |
|---|---|---|
| Completeness check of application | 7 days | 3.3 |
| Admission decision (complete file) | 30 days | 3.3 |
| Elevation outcome after ratification | 15 days | 3.4 |
| Renewal reminder | 30 days before expiry | 3.7 |
| Loss of good standing / lapse | 30 / 90 days after expiry | 3.7 |
| Response to disciplinary complaint | At least 21 days | 3.9 |
| Lodging an appeal / appeal decision | 21 days / 45 days | 3.10 |
| Outgoing officer handover | 14 days | 4.8 |
| Council meeting notice / papers | 7 days / 3 days | 6.3 |
| Draft minutes circulated | 14 days | 6.7 |
| Formal grievance acknowledgement / response | 7 days / 45 days | Art. XI |
| Publication of amended Bylaws | 30 days | Art. XII |

**Certificate of Adoption**

These Bylaws were adopted by the Global Consortium of Professionals & Researchers on **21 January 2022**.