

Chapter I
NAME, LOCATION, SCOPE, AND THE LIKE

Article 1
(Name and Duration)

The **ACC – The Association for Computational Creativity**, (from now on designated by ACC) is an international association, independent, non-governmental, non-political, non-profit and of unlimited duration, governed by Portuguese law and by these Articles.

Article 2
(Location)

1. The association is headquartered in the Departamento de Engenharia Informática, Polo II da Universidade de Coimbra, Pinhal de Marrocos, 3030-290 Coimbra, and carries out business in Portugal and abroad.
2. By decision of the General Assembly and whenever the achievement of its purposes so justifies, the ACC may transfer its headquarters to another point in the country. ACC may also open delegations in other parts of the country or abroad.

Article 3
(Object)

1. The goals of ACC are:
 - a) Promotion of the scientific study of human and machine creativity using computational methods;
 - b) Organization and promotion of an Annual Academic Conference on computational creativity;
 - c) Ensuring the means to hold the Annual Conference;
 - d) Identification, promotion and support activities in the field of computational creativity;
 - e) Establishment of cooperation protocols with entities of the public and private sector, in order to promote and develop the actions stated in point a) of this article;
 - f) Performance of studies concerning matters that are considered relevant for the

- development and promotion of computational creativity;
- g) Promotion and advertisement activities within the objectives and actions of the ACC;
 - h) Stimulation of cultural and scientific cooperation between institutions of the countries of the associates;
 - i) Exchange of knowledge and establishment of interchanges with other organizations at a national and international level, and cooperation with them in initiatives that may contribute to the pursuit of the goals of ACC;
 - j) The taking of, in general, all necessary and convenient actions to the pursuit of the association's goals, within the rules established in the articles of the association.

Article 4

The organization and functioning of ACC and its various sectors of activity are governed by the present Articles, by the internal regulations drawn up by the Steering Committee and by the applicable legal provisions.

Chapter II About Membership

Article 5 (Members)

1. Those eligible to be members of ACC:
 - a) Individual adult persons;
 - b) Collective persons.

Article 6 (Type of Members)

1. Members can be unlimited in number and each members falls into one of the following categories:
 - a) Voting members;
 - b) Conference members;
 - c) Honorary members.

2. Honorary members are individuals or collective persons who have rendered relevant service to the ACC as non-members.
3. Voting members are individual or collective persons that have been proposed by two voting members and admitted as voting members by the ACC.
4. Conference members are those individuals or collective persons who register and participate annually at the Annual Academic Conference on Computational Creativity organized by the ACC, maintaining this quality until the beginning of the Annual Conference of the year immediately following.

Article 7
(Admission of Members)

1. The admission procedure for members shall be regulated by the Steering Committee in accordance with the following principles:
 - a) The application procedures for new Voting members must be informed with the elements that allow the identification of the candidates, and must be proposed by two Voting members, resting the decision of admission with the Steering Committee;
 - b) The application process of Honorary members must be instructed with the elements that allow the identification of the candidates and must be proposed by the Steering Committee, resting the decision to assign this quality with the General Assembly;
 - c) The new Conference members acquire that status for a conference cycle, without further formalities being required, whenever they register for and attend the Annual Academic Conference on Computational Computational Creativity, regardless of the number of registrations they have made over the years;
2. Notwithstanding the provisions of the preceding paragraph, the Steering Committee shall freely assess all application procedures submitted for the promotion of the best interests of ACC, without the need to provide any justification in case of refusal of admission.

Article 8
(Rights of Members)

1. Rights of all members:
 - a) To participate in ACC activities;

- b) To request all clarifications on the functioning of the ACC;
 - c) To propose initiatives to be promoted by ACC;
 - d) To examine the books, reports, accounts and other documents, as long as a request to do so is submitted in writing, with at least twenty days' notice, and personal, direct and legitimate interest is verified.
2. Rights of Voting members:
- a) Voting members, in addition to the rights set forth in number one of this article, enjoy the following:
 - (i) To elect and to be elected to positions in the bodies of ACC;
 - (ii) To participate in the activities and to vote on the deliberations of the General Assembly and Extraordinary Assembly;
 - (iii) To convene the General Assembly in accordance with the law.
3. Honorary members may join any ACC body or committee at the invitation of the Steering Committee.

Article 9
(Duties of Members)

1. Duties of all members:
- a) To comply with the legal and statutory provisions of ACC, as well as to respect the deliberations of its governing bodies;
 - b) To safeguard ACC's social assets;
 - c) To contribute to and collaborate with the Steering Committee to achieve the objectives of the ACC, as listed in Article 3;
 - d) To keep their electronic and postal addresses up-to-date and operational, in particular, for the purposes of Article 16.3;
 - e) In the case of Voting or Conference members, to pay the registration fee for the Annual Academic Conference when participating in it, as well as annual or extraordinary annual fees established by the General Assembly;
 - f) To attend the General Assembly meetings;
 - g) To exhibit a public stance and public behavior of defense of ACC, in order to guarantee the dignity and prestige of the association.

Article 10
(Duties of Voting and Honorary Members)

1. Duties of Voting and Honorary members:
Voting and Honorary members, in addition to being bound by what Article 9 establishes, have the obligation to perform the duties associated with any positions in the bodies for which they have been elected/appointed, under the terms of these Articles.
2. The exercise of the right to vote by the Voting Members for the election of the bodies is mandatory, under penalty of loss of the status of Voting Member.

Article 11
(Loss of Member Status)

1. The status of a member of ACC will be lost by those who:
 - a) Request their exclusion by written communication addressed to the Steering Committee;
 - b) Do not renew their enrollment and attendance at the ACC Annual Academic Conference in the year immediately following enrollment and their successive renewals (applies to conference members);
 - c) Cease to comply with the association's articles and with its decisions or go against the best interests of the ACC, in any of the following ways:
 - (i) Do not comply with or compromise prior engagements within their role as Associates;
 - (ii) Do not promote, or promote in a manner considered inadequate by the ACC, the association's aim as defined in these Articles;
 - (iii) Violate the duties stated in Article 9 and/or 10, according to type of membership;
 - (iv) Endanger or taint the reputation and credibility of the ACC, by action and/or omission .

Chapter III
SOCIAL BODIES AND FUNCTIONING

Article 12
(Governing Bodies)

The bodies of ACC are:

- a) The General Assembly;
- b) The Chair
- c) The Steering Committee;
- d) The Supervisory Board;
- e) The Advisory Board;

Article 13
(Duration of Terms)

1. The term of office of the Chair and of the Steering Committee shall be four complete cycles of the ACC's Annual Academic Conference, non-renewable in successive term.
2. The term of office of the members of the Supervisory Board and of the General Assembly Board shall be four complete cycles of the ACC's Annual Academic Conference, which may be re-elected to carry out the same functions for a maximum of two consecutive terms.
3. The term of the Advisory Board members is four complete cycles of the ACC Annual Academic Conference, automatically renewed.
4. No member may be elected or appointed, in the same term, to more than one position in the bodies, excluding the Chair of the Association, who shall chair the Steering Committee.

Article 14
(Responsibilities)

1. The members of the governing bodies are civilly and criminally liable for faults or irregularities committed in the exercise of their term.
2. In addition to any legal exemptions, the members of the governing bodies shall be

exempt from liability if:

- a) They have not taken part in the deliberation and disapprove it, by means of a statement registered in the minutes of the immediate session in which they are present;
- b) Have voted against that resolution and have their vote recorded in the minutes.

Article 15

(Deliberations)

1. The resolutions of the General Assembly shall be taken by an absolute majority of the Voting members present, without prejudice to the provisions of Articles 30 and 31.
2. The resolutions of the Steering Committee and the Supervisory Board shall be taken by majority vote of the members present.
3. Those members of the Steering Committee and of the Supervisory Board who participate in the deliberations of these bodies through the use of videoconference, or other electronic means with the same purpose, are considered as being present.

Article 16

(General Assembly)

1. The General Assembly is the deliberative body and is made up of all ACC Voting members in the full enjoyment of their social rights, gathered for this purpose.
2. Conference and Honorary members can attend and participate in the work of the General / Extraordinary Assembly, although they are not allowed the right to vote.
3. The convening of the General Assembly shall be advertised, at least eight days in advance of the date of its occurrence, by publishing its notice in accordance with the terms legally established for the acts of the commercial companies, and also by notice sent to the last electronic address communicated by each member.
4. The notice shall indicate the date, time and place of the meeting and its agenda.
5. The General Assembly for the election of the members of the governing bodies shall be convened under the terms of the preceding article at least thirty days in advance, and the candidate lists shall be presented to the General Assembly Board twenty days in advance.
6. The meetings of the General Assembly shall be conducted by a board consisting of a Chair and two Secretaries.

7. The Assembly meets in ordinary session during the Annual Academic Conference on computational creativity organized by the ACC, to approve the activity and accounts report, to approve the plan of activities for the following year and, extraordinarily:
 - a) At the initiative of the General Assembly Board;
 - b) At the request of the Steering Committee or the Supervisory Board;
 - c) At the request of a group of members representing at least twenty-five percent of the total number of voting members;
 - d) The General Assembly is validly constituted, at first call, by having present an absolute majority of its voting members.
 - e) In the absence of a quorum, the General Assembly may convene, in a second call, after thirty minutes, and in the terms defined by the first call, regardless of the number of voting members present.
8. Members in full enjoyment of their rights are those members who are up to date with the fees to which they might be obligated and are not serving a suspension penalty.

Article 17

(Competencies of the Assembly)

The General Assembly is responsible, in particular, without prejudice to the provisions of the law:

- a) To elect the members of its Board, the Chair and the members of the Supervisory Board, in a closed list system, submitted by at least ten percent of members existing at the date of the election, with voting rights;
- b) To dismiss the members of the governing bodies that it is responsible for electing;
- c) To deliberate on changes to the Articles of the ACC;
- d) To approve the annual plan of activities and budget proposed by the Chair;
- e) To deliberate on the report and accounts of the previous fiscal year, accompanied by an opinion of the Supervisory Board;
- f) To deliberate on the exclusion of associates, without prejudice to the provisions of paragraphs a) and b) of Article 11.1.
- g) To deliberate on the dissolution of the ACC, in accordance with Article 27;
- h) To amend, under proposal of the Steering Committee, the requirements and value of entrance fee and quotas to be paid by associates;
- i) To deliberate about the purchase or sale of any title, of real estate and other types of

- property capable of generating income or of historic, artistic or scientific value;
- j) To authorize the ACC to sue members of the bodies for acts performed in the exercise of their functions;
 - k) To authorize the membership of unions, federations or confederations with a nature similar to that of the ACC.

Article 18
(Elective General Assembly)

1. The General Assembly for the election of ACC's governing bodies referred to in Article 17.a, shall be held before the end of the last year of their term.
2. It is the exclusive responsibility of the Chair of the General Assembly Board to set the date for, to organize and to supervise the electoral process.
3. The lists for the governing bodies are separate, and must be subscribed by no less than 10% of the associates with voting rights, and must be constituted exclusively of Voting members.
4. Candidates running for Chair must be or have been elected for the Steering Committee, and present:
 - a) A list of candidates for the Supervisory Board;
 - b) A list of candidates for the General Assembly Board;
 - c) An electoral platform containing the basic lines of their proposed action for the ACC.
5. The vote is secret and cannot be exercised on representation; electronic vote may be allowed in the Elective Assembly, when implemented in the terms defined by the electoral regulation.
6. Complaints submitted by the members about any irregularities that occurred during the electoral process will be decided by the Board of the General Assembly. Appeals must be submitted to the General Assembly.
7. The act of taking office by the elected members of the governing bodies shall take place no later than 60 days after the date of the electoral act.

Article 19
(Chair)

1. The Chair represents the Association, ensures its regular functioning and promotes

collaboration between its bodies.

2. It is incumbent upon the Chair, in particular, to:
 - a) Represent the Association before public and private institutions as well as before similar national, foreign or international clubs;
 - b) Chair the Steering Committee, to convene its meetings and to direct its works, and to cast the deciding vote, if necessary, when voting takes place;
 - c) Ask the respective Chairs to convene any governing body of which he/she is not a member, and to participate in their meetings, with the ability to intervene in the discussion but without voting rights;
 - d) Request the Chair of the Board of the General Assembly to convene extraordinary meetings of this body;
 - e) Represent the Association in Court;
 - f) Hire and manage staff in the service of the Association;
 - g) Assure the organization and good functioning of the Association;
 - h) Appoint the members of the first Steering Committee;
 - i) Delegate powers to any member of the Steering Committee, as well as to appoint agents, proxies or associates, for certain actions, who will exercise their powers, within the terms of their respective mandates or appointments;
 - j) Produce and present the balance sheet and financial report of the previous fiscal year.
3. The Chair will be assisted by a Treasurer and a Secretary to be appointed by himself from among the members of the Steering Committee.

Article 20
(Steering Committee)

1. The Steering Committee is the collegiate governing body of the Association composed of the Chair and a minimum of 8 and a maximum of 12 members.
2. The Steering Committee is responsible for the election of new members, with the exception of the Chair, who is elected in accordance with Article 18.

Article 21
(Duties of the Steering Committee)

1. It is incumbent upon the Steering Committee to:

- a) Execute the deliberations of the General Assembly;
 - b) Specify guidelines for the organization of events promoted by the Association;
 - c) Resolve the location, date and organizing team of the Annual Academic Conference on computational creativity;
 - d) Prepare and enforce the Association Regulations;
 - e) Practice all actions seen as convenient to the pursuit of the objectives of the Association;
 - f) Guarantee the effectiveness of the rights and duties of the members;
 - g) Resolve doubts and omissions in the Articles of the Association;
 - h) Hold disciplinary proceedings for actions and/or omissions committed by members or employees of ACC, the severity of which are deemed worthy of disciplinary action;
 - i) Propose to the General Assembly the exclusion of any members or the loss of mandate of the holders of the social bodies;
 - j) Propose the granting of amnesties or the pardoning of penalties;
 - k) Appraise and approve sponsoring contracts;
 - l) Decide the process of admission of Voting members;
 - m) Decide the penalties of Article 28;
 - n) Approve the creation of Advisory Boards composed of members of the Association;
 - o) Approve the Internal Regulations of the Association and other rules that govern its activity not covered by the present Articles;
 - p) Delegate powers to any of its members.
2. The Chair is responsible for overseeing the deliberations of the Steering Committee and for coordinating the services of the Association.

Article 22

(Operation of the Steering Committee)

1. The Steering Committee shall meet in ordinary session annually, and extraordinarily whenever necessary, upon the convening of its Chair.
2. The meetings of the Steering Committee shall be convened by the Chair, in the manner he/she deems appropriate.
3. The decisions of the Steering Committee shall be made by majority vote of its members, the Chair having the deciding vote.

Article 23
(Representation Before Third Parties)

1. The Association is bound:
 - a) By the joint signature of the Chair and the Treasurer;
 - b) By the joint signature of the Treasurer and any other member of the Steering Committee in matters previously approved in writing by the Chair;
 - c) By the signature of a Proxy, within the scope of the powers that, to this end, have been conferred upon him/her by letter of attorney.

Article 24
(Supervisory Board)

The Supervisory Board is composed of a Chair and two Members.

Article 25
(Competencies of the Supervisory Board)

1. The Supervisory Board is the control and inspection body of ACC, being responsible in particular:
 - a) To supervise the administration of ACC;
 - b) To give opinion on the report and accounts drawn up by the Chair;
 - c) To monitor compliance with legal and statutory provisions;
 - d) To bring disciplinary proceedings whenever actions and/or omissions by members of the ACC bodies are deemed, by their seriousness, to require disciplinary action.

Article 26
(Advisory Board)

1. The Advisory Board is composed of members who have previously belonged to the ACC Steering Committee and any Honorary members appointed by the Steering Committee.
2. The Advisory Board has a Chair and a Secretary, who will be elected for a period of four conference cycles by the members of the body.
3. The Advisory Board shall meet at least once a year and whenever convened by its Chair

or by a third of its members.

4. The Advisory Board may deliberate if more than half of its members are present;
5. Decisions will be made by a majority of votes of the members present, with the Chair having the deciding vote;
6. Members will be considered as present when participating in the deliberations of this body using videoconference or other electronic means with the same purpose.
7. The deliberations of the Advisory Board will be transcribed to minutes, deposited with the Steering Committee, and available to all members.

Article 27

(Competencies of the Advisory Board)

1. It is incumbent upon the Advisory Board to:
 - a) Issue opinions or recommendations requested by the Steering Committee on the activity of ACC, considering the pursuit of the objectives of the Association;
 - b) Develop specific projects proposed by the Steering Committee, taking into account the pursuit of the objectives of the ACC;
 - c) Formally represent the ACC;
 - d) The deliberations and opinions issued by the Advisory Board are not binding for the Steering Committee or any other body of the ACC.

Chapter IV

Disciplinary sanctions

Article 28

1. Members who violate the duties and obligations established in Articles 9, 10 and 11 are subjected to the following sanctions:
 - a) Verbal warning;
 - b) Written reprimand;
 - c) Suspension of member's rights up to one year;
 - d) Expulsion from any bodies to which they belong;
 - e) Loss of membership.
2. The enforcement of the sanctions displayed in Items a), b) and c) of Point 1 of this article,

are the responsibility of the Steering Committee.

3. Expulsion and loss of membership are the exclusive responsibility of the General Assembly, upon proposal by the Steering Committee.

4. The enforcement of the sanctions listed in Point 1 of this article can only be implemented after the conclusion of a mandatory written disciplinary procedure, in which the results of the member's hearing and adversary must be included.

Chapter V

FUNDS

Article 29

(Income)

1. Revenues of ACC are:

- a) Fees and any other contributions paid by its members;
- b) Grants, bequests or donations attributed to ACC by individual or collective persons or other institutions;
- c) Income from assets, reserve funds or deposited monies;
- d) Revenues from any activities or services rendered;
- e) Other revenues obtained through the association's own initiatives;
- f) Other donations or income allowed by law.

Chapter VI

AMENDMENTS

Article 30

(Amendments to the Articles)

1. These Articles may only be amended by resolution of the General Assembly specifically called for this purpose.

2. The deliberations of the General Assembly on amendments to the Articles will only be valid if they are supported by a majority of three-fourths of the members present, with a minimum required presence of more than 50% of members with voting rights.

3. To hold a vote on deliberations that focus on statutory changes, besides a face-to-face

vote in the General/Extraordinary Assembly convened for this purpose, the General Assembly Board may implement an electronic voting process and is responsible for tallying the vote.

4. For votes on deliberations on statutory changes, voting through letter of representation is not allowed. Voting in person or electronic voting is required.

Chapter VII DISSOLUTION

Article 31

1. ACC may be dissolved by resolution of the General Assembly specifically called for this purpose.
2. With regard to dissolution, the provisions of Article 30.2 shall apply, but the qualifying majority shall be three quarters of the total number of members with voting rights that, at that time, belong to ACC.

Coimbra, 7th September 2017