



BYLAW

ILAD Communication Research Association

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CHAPTER I

ESTABLISHMENT, PRINCIPLES OF OPERATION, AND OBJECTIVES

Article 1- An association named “Communication Research Association” has been established with its headquarters located in Istanbul. The abbreviated name of the association is ILAD.

FOUNDERS OF THE ASSOCIATION

Article 2- The founders of the association are as follows:

1. Mustafa Hıfzı Topuz, Mustafa Hıfzı Topuz, journalist, writer, communication expert
2. Hüsametdin Ünsal, journalist, public relations specialist, communication specialist
3. Ferruh Doğan Akyürek, journalist, cartoonist
4. Alaeddin Asna, public relations specialist
5. Mustafa Rasim Gürsel, TV broadcasting specialist, journalist
6. Ahmet Oktay Börtecene, journalist, writer
7. Oktay Kurtböke, journalist
8. Aysel Aziz, communication scholar, researcher

OBJECTIVES, SCOPE, AND ACTIVITIES OF THE ASSOCIATION

Article 3- The objective of the association is to contribute to the development of sectors such as communication, media, advertising, and public relations, as well as to promote the establishment of freedom of expression and press. The association conducts or commissions research in these areas, either independently or in collaboration with universities, associations, foundations, unions, non-governmental organizations, and public institutions and organizations, both domestically and internationally, and supports existing research.

The association contributes to improving the quality of communication education in Turkey and the Turkish Republic of Northern Cyprus (TRNC) by conducting accreditation, evaluation, and information activities for communication education programs in various disciplines. Through this, the goal is to cultivate qualified communication professionals who understand current and emerging technologies, thereby enhancing communication within society and with the world.

To achieve these objectives, the association undertakes the following activities both domestically and internationally:

- Conducts research to monitor technological advancements and social and cultural changes and observes their effects on society; participates in or supports such research.
- Contributes to and supports efforts to establish and develop professional ethics and moral values.
- Collaborates with institutions that provide education in ILAD’s areas of activity, follows academic studies, and supports them.
- Conducts, commissions, and publishes research under special agreements to provide services to institutions, professional organizations, media outlets, and similar entities.
- Grants research scholarships or incentive awards to encourage and support

communication research and researchers.

- Establishes a documentation center.
- Produces and publishes all types of printed, visual, and audio materials and works related to the sector in accordance with technical standards.
- Acquires movable and immovable properties, as well as tools and equipment, to fulfill the association's objectives.
- The association performs the following tasks for the accreditation, evaluation, and information activities related to communication education programs:

- Evaluates communication education programs upon request from institutions and accredits them.
- Selects and trains evaluators who will be involved in the accreditation process.
- Provides information and training to program managers and faculty members regarding program evaluation.
- Organizes and supports national and international courses, seminars, conferences, panels, workshops, and other meetings to achieve its goals.
- Establishes communication and cooperation with national and international associations, professional organizations, and accreditation bodies related to education, evaluation, and accreditation, and carries out joint projects.
- Establishes and operates an economic enterprise or partners with similar purpose-driven enterprises to secure the necessary funding for its objectives.
- Collaborates with public institutions and organizations to carry out joint projects on topics within its scope of duties, if deemed necessary.

Article 4- In order to achieve its objectives, the association may establish representation offices in locations within Turkey as deemed appropriate by the Board of Directors, join federations, and participate in any platform or similar formations. It may also engage in cooperation with associations, foundations, and non-governmental organizations operating for the same purpose abroad.

CHAPTER II

MEMBERSHIP REQUIREMENTS

Article 5 - To become a member and maintain membership, the following conditions must be met:

- a) To work in fields such as communication, media, advertising, public relations, or to be an educator in educational institutions related to these fields.
- b) To be at least 18 years old.
- c) To not be restricted in any way.
- d) To not have been convicted of minor offenses or crimes such as theft, fraud, cheating, blackmail, fraudulent bankruptcy, or any other disgraceful crimes, and generally, to not have a bad reputation.

- e) To not be serving in military duty.

APPLICATION FOR MEMBERSHIP

Article 6 - A candidate wishing to become a member must complete the application form, signed by two members and with a photograph, and submit it to the Board of Directors. The Board of Directors will decide on the acceptance or rejection of the membership application within a maximum of 30 days from the application date. The result will be communicated to the applicant in writing.

Article 7 - Those accepted for membership must pay their membership fee and complete their registration within 30 days from the date they are notified of the decision. If the candidate does not complete the process within this period, their membership will automatically be revoked.

Members are required to notify the association's general secretariat in writing of any changes to their workplace, residence address, or social status within 30 days. If they fail to notify, it will be assumed that they accept the information in the member registration book as valid.

EXPULSION FROM MEMBERSHIP

Article 8 - In the following cases, the member's name will be removed from the association's member registration list and their membership will be terminated by a decision of the Board of Directors:

- a) Losing the qualifications and conditions specified in Article 5.
- b) Failing to pay monthly dues and other debts for more than one year, and also failing to pay within at least one month after being granted an additional grace period.
- c) Voluntarily leaving the association.
- d) If it is later determined that there were reasons at the time of membership acceptance that should have prevented the decision to admit the member.
- e) Actions and behaviors by members that violate professional ethics will be processed and decided by the Honor Board, upon the application of the Board of Directors.
- f) Those who have been decided to lose their membership will be notified by registered mail. An appeal against the decision can be made to the Honor Board within one month from the date of the notification.

LOSS OF RIGHTS

Article 9 - Those who are expelled from the association or voluntarily leave through resignation will lose all their rights. Members who are expelled or resign are obliged to pay all their debts up until their departure date. Any acquired rights and receivables will remain with the association.

CHAPTER III

ORGANS, DUTIES, AND THE POWER OF AUTHORITIES **ASSOCIATION ORGANS**

Article 10 - The authorized and responsible bodies of the association are as follows:

1. General Assembly
2. Board of Directors
3. Auditing Board
4. Honorary Board
5. Accreditation Board (ILEDAK)

In the selection of members for the boards, the primary and substitute members are ranked according to the votes they received and are determined and announced by the General Assembly Presidium. Each board has as many substitute members as there are primary members. In case of vacancies in the boards, the substitute members with the highest votes are called to fill the vacancies by the Board of Directors.

Evaluation and Accreditation Board for Communication Education (ILEDAK) is established and operates based on the working regulations approved by the General Assembly.

GENERAL ASSEMBLY

Article 11 - The General Assembly consists of the members. It convenes every three years in April, upon the call of the Board of Directors, in the city where the association's headquarters is located.

If deemed necessary, the Board of Directors, with the unanimous consent of the Audit Committee and with clear reasoning, and upon the written request of one-fifth of the members, will call for an extraordinary General Assembly meeting. The Board of Directors is responsible for fulfilling the requests for the extraordinary General Assembly meeting. The agenda for an extraordinary meeting consists only of the subject of the call. No other matters can be discussed or decided. If the Board of Directors fails to convene the General Assembly within a month, those requesting the meeting may apply to the Istanbul Civil Court of First Instance.

Before each General Assembly, the Board of Directors will prepare a list of those entitled to attend the meeting.

Members will be called to the General Assembly at least fifteen days before the meeting date, time, location, and agenda are announced through a newspaper notice, the association's website, or electronic call. If a quorum is not met at the first meeting, the date for the second meeting will also be indicated.

The interval between the first meeting and the second meeting cannot be less than one week.

The General Assembly meeting can only be postponed once.

For the first General Assembly meeting, more than half of the members must be present. If the quorum is not met at the first meeting, at least twice the number of the primary members of the Board of Directors and the Audit Committee must be present at the second meeting. No other majority is required.

In the General Assembly, the agenda items are discussed and decided. Items requested by at least one-tenth of the members present to be discussed must be included in the agenda of the ordinary congress.

Suggestions related to the agenda can be made before or during the discussion of the agenda item. No further discussion can be opened for suggestions made later.

Decisions are made by a majority vote of those present at the meeting. Each member with the right to attend the General Assembly has one vote.

Members wishing to attend the General Assembly must sign the attendance list prepared in advance by the Board of Directors. If the quorum is confirmed based on the signed names on the lists and the number of members present, this is recorded in the minutes, and the meeting is opened by the Chairman of the Board of Directors or one of its designated members.

A Chairman, a Vice-Chairman, and a Secretary are elected among the members to form the General Assembly Presidium.

The meeting is chaired by the General Assembly Chairman or the Vice-Chairman. The Secretary prepares the minutes of the meeting, which are signed by the Chairman, Vice-Chairman, and the Secretary. The decisions are also written and signed by the General Assembly Presidium. At the end of the meeting, the minutes, documents, and decisions are submitted to the Board of Directors.

The identities of the newly elected members of the Board of Directors and any amendments to the bylaws are reported to the local administrative authority within 30 days

DUTIES AND AUTHORITIES OF THE GENERAL ASSEMBLY

Article 12 - The primary duties and authorities of the General Assembly are as follows:

- a) To elect the members of the association's organs,
- b) To amend the association's bylaws,
- c) To approve, with or without changes, the working reports, budget, and accounts of the Board of Directors, Audit Committee, and Honorary Board, and to discharge the Board of Directors and Audit Committee from responsibility,
- d) To decide on the dissolution of the association,
- e) To grant special powers to the Board of Directors,

- f) To make decisions on matters deemed necessary by the Board of Directors,
- g) To approve the working regulations and necessary documents prepared by the Board of Directors for accreditation activities,
- h) To exercise other powers granted by the bylaws and the Associations Law.

The decisions of the General Assembly are announced to the members by posting them at the association's premises or through electronic means.

BOARD OF DIRECTORS

Article 13 - The Board of Directors is the governing body of the association. It consists of 7 full members and 7 alternate members elected from among the members. The Board of Directors selects the President, Vice President, General Secretary, and General Treasurer from among the full members by secret ballot and organizes the division of responsibilities.

The President represents the association. The President presides over the Board of Directors meetings and manages the meetings. The President is also a natural member of the working groups, Committees, and the Planning and Program Board. The President chairs the Candidate Selection Committee (ABK) to establish the Accreditation Board.

The Vice President substitutes for the President in meetings where the President is absent.

If the President or a Board member fails to attend three consecutive meetings without obtaining permission from the Board of Directors or without a valid excuse such as illness, they are warned via mail or electronic communication by the Board of Directors. If absenteeism continues for two more consecutive meetings despite the warning, the member is considered to have resigned.

DUTIES AND AUTHORITIES OF THE BOARD OF DIRECTORS

Article 14 - The duties and authorities of the Board of Directors are as follows:

- a) Represent the association before executive and judicial bodies, as well as private and legal entities.
- b) Enact, amend, and implement regulations.
- c) Create the necessary number of working groups and committees to achieve the association's purpose, and define their duties and authorities.
- d) Establish the Planning and Program Board to determine work priorities.
- e) Prepare the periodical and budgetary balance sheets, present them to the General Assembly, and implement them. Transfer funds between budget sections based on income and expenditure status.

- f) Submit members who act contrary to the bylaws to the Honor Board with a statement of reasons. Implement the decisions of the Honor Board.
- g) Prepare the list of members eligible for election to the association's organs and submit it to the General Assembly.
- h) Make decisions on membership applications and carry out necessary procedures as specified in the Associations Law.
- i) Announce decisions made at the General Assembly to members and relevant parties.
- k) Appoint and dismiss staff to carry out the association's activities.
- l) Determine the date, time, and location of General Assembly meetings.
- m) Appoint representatives to locations deemed necessary.
- n) Prepare and submit the regulation on the structure, members, and operating principles of the Communication Education Evaluation and Accreditation Board (ILED AK), including any amendments to it, for approval by the General Assembly, in consultation with ILED AK.
- o) Establish advisory boards, committees, and working groups for activities within ILAD's operational areas when necessary, and review the reports created by these bodies to make decisions.
- p) Appoint personnel and consultants for ILAD's administrative and financial operations, determine their compensation, and dismiss them when necessary.
- r) Resolve appeals related to the operations of ILAD organs.

The Board of Directors may delegate any of these duties and powers to one or more of its members for specific tasks and periods. Expenses will be covered by the association.

The quorum for a Board of Directors meeting is the simple majority of members, while the quorum for decisions is the simple majority of those present at the meeting.

DUTIES, AUTHORITIES, AND RESPONSIBILITIES OF THE GENERAL SECRETARY

Article 15 - The duties and authorities of the General Secretary are as follows: To organize Management Board meetings, prepare the agenda for the meetings, and write the minutes. To implement the decisions made by the Management Board and provide information about the results. To organize the daily operations of the association's management units, ensure that all tasks are properly carried out, and supervise them. Additionally, to make the necessary preparations for the tasks assigned by the Management Board.

DUTIES AND AUTHORITIES OF THE GENERAL TREASURER

Article 16 - The duties and authorities of the General Treasurer are as follows: To manage the association's assets in accordance with the decisions of the Management Board, to handle money transactions, to regulate the payment of member dues, and to ensure the implementation of the budget. Additionally, to ensure that financial transactions related to the association are recorded properly in the necessary books, and to regulate matters such as tax, insurance, and salary payments related to the association.

ACCREDITATION BOARD

Article 17 - Communication Education Evaluation and Accreditation Board (ILEDAAK)

The Communication Education Evaluation and Accreditation Board, abbreviated as ILEDAAK, carries out the necessary activities for evaluating and accrediting communication programs. The structure, members, and working principles of ILEDAAK are determined by the regulation prepared by the ILAD Management Board and approved by the ILAD General Assembly. Any amendments to this regulation follow the same process.

INTERNAL AUDIT METHODS - AUDITING BOARD

Article 18 -

The Auditing Board consists of three full members and three alternate members. The duties of the auditors include reviewing the operations, accounts, budget books, and records of the Association, and reporting the results to the Management Board. At the end of each term, they prepare the audit report to be submitted to the General Assembly and provide all necessary information regarding this matter. Auditors may attend the necessary Management Board meetings as observers, as decided by the Management Board. The Management Board is obligated to discuss the audit reports at its first meeting, make decisions, and respond accordingly. The Audit Board convenes with at least two members and makes decisions with a majority vote.

HONORARY BOARD

Article 19 - Honorary Board

The Honor Board consists of five full members and five alternate members. In its first meeting, the Board elects a president and a secretary from among its members. The Board meets when necessary and is convened by the Management Board or the President of the Honor Board. The meetings are held with a simple majority. The Board examines the issues presented by the General Assembly or the Management Board; it acts as an arbitrator in professional disputes among members and matters related to professional dignity and honor.

Article 20 - The Honor Board, in cases referred to it by the Management Board, imposes warnings or expulsion penalties on members depending on the severity of the cases. Any appeals against the Honor Board's decision will be resolved at the next General Assembly. The decision made by the General Assembly is final, and it is enforced by the Management Board.

CHAPTER IV -

PROVISIONS FOR ELECTIONS AND VOTING

Article 21 - In the General Assemblies, the elections for the members of the organs are conducted by secret ballot. In the case of a tie, the order is determined by drawing lots. During elections for the association's organs, members voting must show their identity to the election committee and sign next to their names on the attendance list. The membership lists are prepared by the Management Board based on the information in the member registration books and are announced by being posted in the General Assembly hall.

Members can only hold one position in an organ during the same term.

CHAPTER V - FINANCIAL PROVISIONS AND BORROWING PROCEDURES REVENUES

Article 22 - The association's revenues are obtained from the following sources:

- Annual membership fees, donations, contributions, and bequests, income from movable and immovable property, and rights operation, income from meetings, exhibitions, and similar activities,
- Income from research and publications,
- Income from courses, seminars, training, program evaluations, program accreditations, publications, and similar events,
- Income from other ILADE activities,
- Earnings from economic enterprises established, operated, or co-owned by ILADE to obtain the revenue needed to achieve its purposes.

The association's borrowing is done with the unanimous approval of the Management Board members.

Article 23 - Members pay a monthly fee of 10 TL, amounting to 120 TL annually. Members may pay their fees either in monthly installments or as an annual lump sum. The Management Board has the authority to increase or decrease the fees by 50% each year. The fee rate is announced by the Management Board at the beginning of the year.

BOOKS AND RECORDS TO BE MAINTAINED BY THE ASSOCIATION

Article 24 - The following records are maintained by the association:

- Decision Book,
- Member Registration Book,
- Document Registration Book,
- Operating Account Book.

The above-mentioned records must be certified by a notary or the association's unit. All collections made on behalf of the association must be documented with receipts printed in accordance with the Associations Regulation, and expenses must be supported by expenditure receipts. Canceled receipts must clearly indicate the reason for cancellation and be signed by the treasurer.

The association's accounting must provide monthly trial balances, annual final accounts, and balance sheets to the Management Board. After the Management Board reviews and approves these balances and final accounts, they are submitted to the General Assembly for approval at the end of the term.

Any funds that exceed daily requirements are deposited in banks. Withdrawals from the bank require the signatures of two members authorized by the Management Board. Collection and payment slips used in accounting must be signed by the authorized persons.

CHAPTER VI

AMENDMENTS OF THE BY-LAWS AND DISSOLUTION

Article 25 - The by-laws of the association may be amended by the General Assembly. In the regular or extraordinary meetings of the association, amendments to the bylaws may be made with the approval of at least two-thirds of the members present. For the association to dissolve itself, at least two-thirds of the General Assembly members must be present. If the required majority is not reached, members are called to a second meeting. At this meeting, regardless of the number of members attending, the dissolution clause may be discussed. However, the decision on dissolution at this meeting must also be taken by a two-thirds majority vote of the members present.

Decisions made by the General Assembly regarding dissolution must be reported to the local authority within five days.

Article 26 - In the event of the dissolution or extinction of the association or if the association loses its legal personality in any way, all movable and immovable assets, receivables, usufruct, and usage rights will be transferred to the Turkish Journalists' Association located in Istanbul.

Article 27 - For matters not specified in this bylaw, the provisions of the current Associations Law, the Turkish Civil Code, the Associations Regulation issued under these laws, and other relevant legislation concerning associations shall apply.

ENFORCEMENT

Article 28 - This bylaw, consisting of 28 articles, was adopted at the extraordinary bylaw congress on May 9, 2015, and comes into immediate effect.

The previous bylaw of the Communication Research Association, dated July 5, 2014, is entirely repealed with the adoption of this bylaw.