

# CONSTITUTION OF THE ISCA SPECIAL INTEREST GROUP ON *SPEECH AND LANGUAGE IN MULTIMEDIA*

## 1. STATEMENT OF PURPOSE

The purpose of the International Speech Communication Association (ISCA) Special Interest Group on Speech and Language in Multimedia (the SIG) shall be to promote interest in speech and language technology for multimedia data and applications; to provide members of ISCA with a special interest in *Speech and Language in Multimedia* (SLIM) with a means of exchanging news of recent research developments and other matters of interest in *Speech and Language in Multimedia*; to sponsor meetings and workshops in *Speech and Language in Multimedia* that appear to be timely and worthwhile, operating within the framework of ISCA's by-laws for SIGs; and to provide and make available resources relevant to *Speech and Language in Multimedia*, including text and speech corpora, analysis tools, analysis and generation software, research papers and generated data. The Special Interest Group on Speech and Language in Multimedia was founded by Guillaume Gravier, Martha Larson and Gareth Jones.

## 2. ELECTED OFFICERS

The elected officers of the SIG shall consist of a Chairperson and a Secretary. The Chairperson and Secretary shall be members in good standing of ISCA.

The term of all elected officers of the SIG shall be two years. They can be re-elected but consecutive appointments are limited to four successive terms.

The duties of the Chairperson shall be:

- to have primary executive authority over actions and activities of the SIG;
- to prepare an annual written report on the activities of the SIG for the ISCA Board before July 1st each year;
- to designate a Liaison Representative for the SIG.

The duties of the Secretary shall be:

- to maintain a membership list of the SIG;
- to be responsible for any funds awarded to the SIG by the ISCA Board;
- to collect and manage any dues that may be required by the organization;
- to present a written annual report on the SIG finances to the ISCA Board.

The Liaison Representative shall be primarily responsible for communication with members of the SIG, answering enquiries about the SIG, and communication with the ISCA Board.

## 3. ELECTION OF OFFICERS

All officers of the SIG shall be elected by a vote of the membership. The vote shall take place at least 4 weeks before the expiration of the terms of the officers to be elected, with at least 4 weeks notice of nominations to SIG members.

Candidates must be nominated by two members, must accept nomination, and must be members in good standing of ISCA. In the event of a casual vacancy, an extraordinary election shall be held for an officer to complete the current term of office.

Votes may be entered by electronic or physical mail or any other anonymous polling system, and votes arriving by the notified closing date will be counted by a returning officer appointed by the Chairperson and agreed to by all candidates. Nominations shall be called at least three months prior to the election, and shall close two months prior to the election. All members shall be notified of the election date and the nominations at least four weeks prior to the close of voting, and results shall

be notified to the members within four weeks of the close of voting.

Notification shall signify dispatch of mail by the medium and to the address last notified to the secretary.

The voting procedure will be as follows:

- T0-3M: chairperson sends call for candidates to the SIG list with a tentative calendar for the election
- T0-2M: deadline for receiving candidate application; candidates start negotiating on a counting officer and agrees on electronic voting modalities
- T0-1M: list of candidates published; counting officer name published; voting modalities sent to SIG members
- T0: deadline for the counting officer to receive votes
- T0+1M: publications of the vote results by mail and on the SIG website

#### 4. DUES

Membership is free of charge.

#### 5. REFERENDA

A change to this constitution, or a motion on any other matter, may be initiated by five members (petitioners) in writing or by agreement of the Chairperson, and Secretary (on the suggestion of a member or otherwise). The motions will be put to the members within six months of receipt of a petition, if the petitioners so request. Otherwise, constitutional amendments and other motions will be put to the vote in conjunction with the regular elections.

Members will be given notification at least three months in advance of any referendum, and further motions or amendments proposed by two members shall be accepted up to two months before the close of voting. Votes may be entered by electronic or physical mail, and votes arriving by the notified closing date will be counted by a returning officer appointed by the Chairperson and agreed to by all petitioners. All members shall be notified of the date of the referendum and the proposed motions and amendments at least four weeks prior to the close of voting, and results shall be notified to the members within four weeks of the close of voting.

Any change to this constitution requires a two-thirds majority of those eligible to vote and is subject to approval by the ISCA Board. Any other matter requires a simple majority of those actually voting.

Notification shall signify dispatch of mail by the medium and to the address last notified to the secretary.

#### 6. RESOURCE MANAGEMENT

In providing and making available any resources as defined in Clause I, and especially any held and distributed electronically, the SIG shall follow proper procedures with respect to matters like copyright, registration and data protection as is appropriate to each case. Furthermore, where the SIG may be deemed the proprietor of a resource, as the SIG is a subordinate body of ISCA it is understood that ISCA is ultimate proprietor and therefore other members of ISCA who are not members of the SIG may have access to the SIG's resources and the ISCA Board may itself make available such resources even to non-members. The SIG shall not enter into any formal or potentially legally binding contracts without the approval of the ISCA Board (or the ISCA Treasurer acting under delegated powers). The SIG shall not enter into any financial commitments for such resources without ensuring that the moneys required are available.