

Memorandum of the World Congress of Business History (WCBH)

1. Purpose of this Memorandum

This Memorandum defines the purpose and character of the World Congress of Business History and the purpose, composition, authority, and decision-making methods of its governance body, the “WCBH Committee”.

2. World Congress of Business History: Purpose and Character

2.1 For the purpose of the academic development of the field of Business History, related organizations and individuals shall organize The World Congress of Business History (WCBH) in accordance with this Memorandum.

2.2 The WCBH is an academic meeting which has no fixed organizing body, permanent secretariat, budget, registered office, or governing law besides this Memorandum and the “WCBH Committee” as an international voluntary organization under it.

2.3 The WCBH shall be held at intervals of three to five years, with a different venue each time.

3. WCBH Committee

3.1 Purpose and character

3.1.1 The WCBH Committee shall be an international consultative body acting as a governing body solely for the purpose of organizing the WCBH and shall not have a permanent secretariat, budget, registered office, or governing law.

3.2 Functions and authority of the WCBH Committee.

The WCBH Committee has the following roles and functions:

- 3.2.1 Solicit and determine one or more organization(s) to serve as the hosting body [“Host Organization”] for each WCBH
- 3.2.2 Agree on “Local Host Organizer(s)” for the WCBH to host the meeting and be responsible for the administrative aspects of the meeting, based on an agreement with the Host Organization(s).
- 3.2.3 Decide the venue, timing, and format for holding the WCBH, based on agreement between the Host Organization(s) and Local Host Organizer(s).
- 3.2.4 Nominate members for the Program Committee who will be responsible for the academic planning of the WCBH, based on the recommendation and approval of the Host Organization(s) and Local Host Organizer(s).
- 3.2.5 Run the Homepage www.worldcbh.org

3.3 Composition of the WCBH Committee

- 3.3.1 Size and number - The WCBH Committee shall consist of 12-20 individuals.
- 3.3.2 Principle of regional distribution - In the composition of the committee, consideration will be given to regional distribution, both in terms of the current regional distribution of Business History researchers as well as in terms of support for areas where Business History is not yet institutionalized.
- 3.3.3 Nomination by organizations - The European Business History Association (EBHA) and Business History Conference (BHC) may nominate two members each, and the Business History Society of Japan (BHSJ) may nominate one member.
- 3.3.4 Minimum Regional Representation – Of the 12-20 members in the WCBH Committee there must be a minimum regional representation

(based on the location of members' current institutions) as suggested below:

Latin America and Caribbean: 2 people

East and Southeast Asia (excluding Japan): 2 people

Oceania: 1 person

Africa, Middle East and South Asia: 1 person

The members nominated by the three bodies referred to in 3.3.3 above are not counted in the number of this Regional Representation.

3.4 Term of office, reappointment, and replacement of committee members

3.4.1 Term of office - The term of office of a member shall be from the end of each WCBH to the end of the next WCBH.

3.4.2 Reappointment - A committee member may serve a maximum of two consecutive terms, starting with WCBH 2021.

3.4.3 New members - At least half of the members of the incoming committee shall consist of new members who were not members during the preceding term.

3.4.4 Mid-term replacement of committee members – If a member resigns from the committee, he/she shall be replaced by a new member, wherever possible according to the above provisions.

3.5 Method of nomination and election of committee members

3.5.1 The nomination of the first term members of the WCBH Committee shall be conducted by consensus among the members of the so-called "Initiative Group" at the first WCBH in Bergen in 2016, based on the above principles of membership and composition. The nominating committee will be convened by the Program Committee of WCBH 2021.

3.5.2 Nomination and election of subsequent term members - The WCBH Committee of each term nominates the next term members based on consensus after conducting an open call for candidates.

3.6 Operation and Decisions of the WCBH Committee

- 3.6.1 All members of The WCBH Committee shall have equal decision-making power.
- 3.6.2 Secretariat - At the first meeting for which a nomination is received, the WCBH Committee shall designate an organization or individual to serve as the secretariat, responsible for liaison and coordination among the members. The initial meeting shall be convened by the person in charge of the secretariat of the previous term (in the first term, GUG). The WCBH Committee is convened at the request of the secretariat or at least three members of the WCBH Committee.
- 3.6.3 Agenda and Decisions - The method of making decisions on individual agenda items in the WCBH Committee is determined by the Committee itself, based on the principle of consensus.
- 3.6.4 Joint Meetings for a WCBH- The WCBH Committee shall hold joint meetings with the Host Organization(s), Local Host Organizer(s), and Program Committee, at the request of any of the parties.

4. Entry into Force, Amendment, and Abrogation of this Memorandum

- 4.1 This Memorandum shall be approved by the EBHA, BHSJ, and BHC, and endorsed by a simple majority among non-institutional representative members listed on the Initiative Group at the time of the 2016 WCBH.
- 4.2 This Memorandum may be amended or revoked with the consent of the three organizations, EBHA, BHSJ and BHC, and two-thirds of the current members of the WCBH Committee. The provisions regarding the EBHA, BHSJ, and BHC shall become null and void upon their decision to withdraw from the Memorandum Agreement.