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IIASA governance and structure

Background

IIASA was established in 1972 as a non-governmental, multi-national, autonomous scientific institution with headquarters located in Laxenburg, Lower Austria. The objectives, governance and activities of IIASA are laid out in the Institute's Charter. The Institute is subject to the laws and jurisdiction of its host country, Austria, where it is legally registered as a not-for-profit Association ("Verein") with registration number (ZVR-Nr.) 524808900.

Governance

National Member Organizations

Every member nation is represented at IIASA by a National Member Organization (NMO) that is, according to the IIASA charter, an institution "representative of the relevant scholarly community of the country." The NMOs fall into three general categories: non-governmental national academies, government agencies and autonomous organizations or committees. The five nations represented by National Academies are Austria, Pakistan, Russia, Ukraine and the USA. Those represented by agencies with the national government – generally research funding bodies – include Australia, China, Egypt, Malaysia, Norway, Republic of Korea, South Africa, Sweden and Vietnam; in addition, Brazil, India and the Netherlands are represented by research institutions closely linked to government agencies. The remaining four NMOs, representing Finland, Germany, Indonesia and Japan, are autonomous organizations or committees with close ties to funding agencies. Eleven of the NMOs rely on National Committees to assist in the responsibilities of IIASA membership and an additional four are organizing (or re-constituting) such a committee. The number of members of the Committees ranges from 8 to 31, generally chosen to represent expertise in IIASA's fields of research, and/or representatives of interested institutions, including individuals with experience at IIASA; additional criteria may include policy experience, and gender, geographic and institutional diversity. The NMOs also help ensure the integrity of the Institute and guide the IIASA research program in ways that will maintain its quality and its relevance to member nations' research and policy concerns.

Current list of National Member Organizations.

The Council

The Council is the governing body of the Institute and is composed of one permanent representative from each member institution. The Council meets twice a year, in June and November.

The Council is responsible for: establishing relations with government and multi-national bodies; determining financial and managerial policies, and subject areas for research of the Institute; and ensuring the activities of the Institute are in line with its objectives, the provisions of the Charter, and the interests of member organizations. The Council elects a Chair and Vice Chairs who are the Officers of the Council.

The Council appoints the Director General and the Deputy Director General (the Directorate) who, as the Chief Executive Officers of the Institute, are responsible for implementing the research program and for managing the day-to-day operations of the Institute.

The Council establishes committees to engage in Council business: an Executive committee, a Finance Committee, a Membership Committee, a Program Committee, an external Science Advisory Committee, and external Program Evaluation Committees.

The Executive Committee is composed of the Officers of the Council and such additional representatives as may be elected. The Executive Committee may meet upon the call of the Council chair and will be authorized under specific instructions from the Council to act on its behalf in carrying out established Council policies between sessions of the Council.

The Finance Committee, composed of the Chair of the Council and such additional members as may be elected, is responsible for ensuring that Council is kept informed of all financial matters pertaining to the Institute, and supervises matters of accounting and audit, annual payments of national member organizations, realizations of royalties and other revenues, and annual financial reports. Each Finance Committee member receives a quarterly financial report from the Institute's Financial Controller, and the Finance Committee Chair meets with the Institute's external auditors (presently PriceWaterhouseCoopers) to review the results of the annual audit.

The Membership Committee is assigned by the Charter with responsibility for proposing guidelines for membership policy to be approved by the Council; defining admission procedures to be approved by the Executive Committee; actively following new membership applications to prepare the Council decision; and reporting to the Executive Committee as necessary between sessions of the Council.

Evaluation

The Council Program Committee was established to focus on the Council's responsibilities with respect to IIASA's research activities, overseeing approval of the IIASA Research Plan and the external review processes. These responsibilities are designed to facilitate the Council's decision regarding the initiation and termination of research programs, review of the IIASA research progress report, and the evaluation of ongoing research programs.

The Science Advisory Committee (SAC) was established in 2002 with the task of advising the Council and Directorate on the science strategy for IIASA to fulfill its mission and goals, with a focus on how the Institute's science program should evolve to meet emerging global challenges. SAC members are appointed by the Council to three-years terms, from a list of nominations solicited from NMOs. Members are selected based on their scientific and policy experience in the areas of IIASA's research with attention to balance regarding scientific disciplines, world regions, gender and experience in global science policy activities.

As part of the IIASA Council's responsibilities for reviewing IIASA's accomplishments to assure the NMOs, and the national science and policy communities they represent, that IIASA's activities are both of high quality scientifically and appropriately policy-relevant, the Council appoints Evaluation Committees, with members suggested by NMOs, to conduct a review one of IIASA's three global problem research areas. These external reviews proceed on a five-year cycle: three of IIASA's nine Research Programs are reviewed in each of the first three years; the review in the fourth year will evaluate the Institute's success in integrating the research activities in ways that make significant contributions to the global problem areas being addressed. Consisting of 6-9 leaders in their fields of expertise, at least two members should have specific expertise in the fields of research covered by the evaluated Research Programs. Evaluation Committee Reports are submitted to the Chair of the IIASA Council Program Committee and the IIASA Directorate. The report is presented to the IIASA Council, which uses the evaluations to make decisions about the programs – either supporting the activities or requiring changes in them – and to inform their governments and research communities about IIASA's work.

The second element of the Council's oversight of the research program is entailed in its review and acceptance of IIASA's annual Progress Report. Each program contributes an annual report, detailing accomplishment in the prior year, including scientific achievements, publications, honors, policy-related activities, external funding, collaborating institutions, and plans for the coming year. This reporting allows Council to track whether the research programs are reaching the goals set out in the research plan and to determine where alterations in goals have been made. It also allows the NMOs to keep track of the programs' activities that include collaboration with, or relevance to, their own science and policy communities. By accepting the progress report, the Council confers its ongoing approval of the research program.

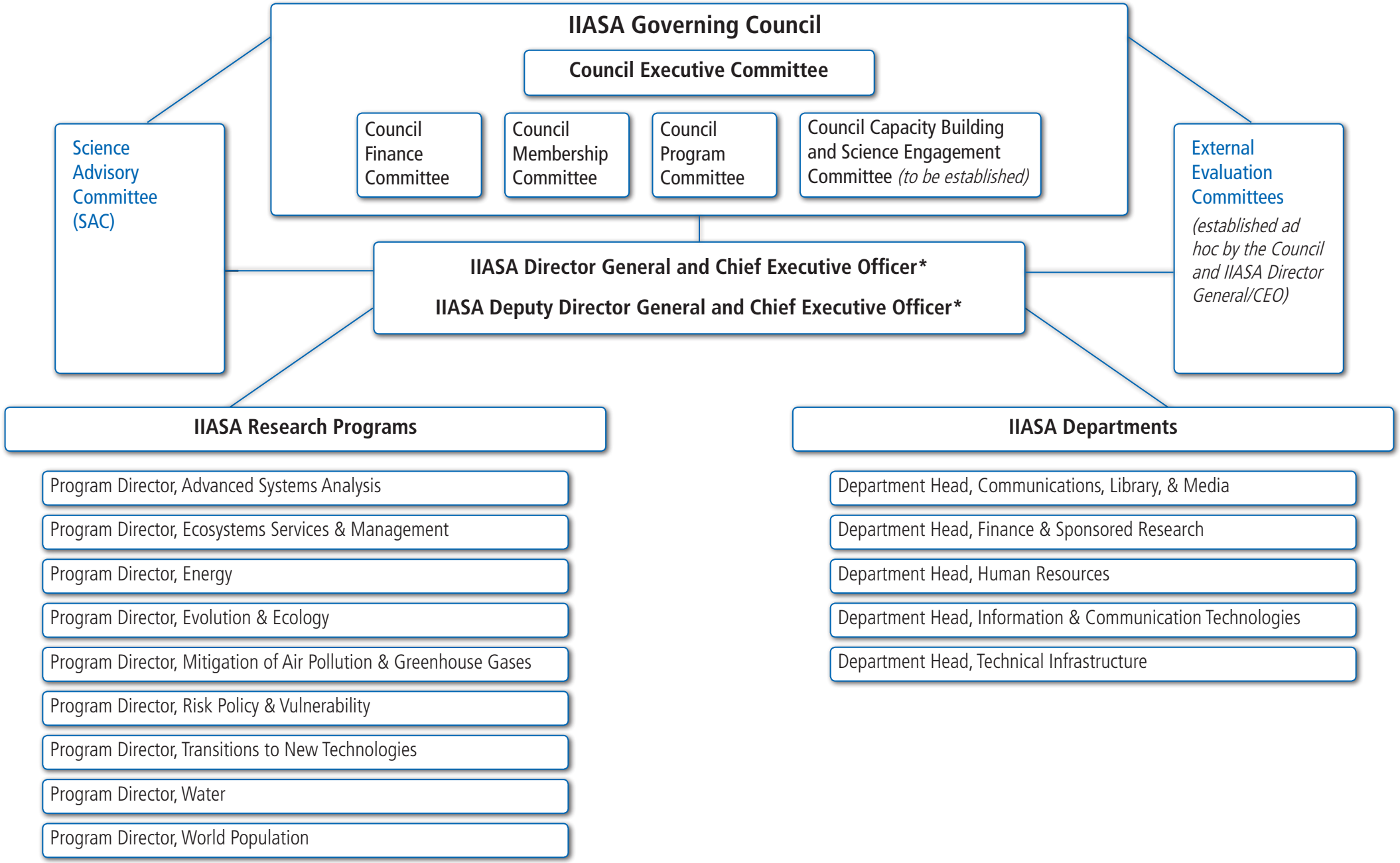
Internal Governance, Organization and Policies

The Director General and the Deputy Director General, constituting the Directorate, are the chief executive officers of the Institute. In case of divergence, the vote of the Director General shall prevail. The Director General, in his absence the Deputy Director General, shall be the legal representative of the Institute. The Directorate is responsible for the formulation, management and administration of all programs, projects and other activities of the Institute subject to the rights and privileges accorded within the laws of Austria, the relevant provisions of the IIASA Charter and such policies as established by IIASA.

IIASA's internal organizational hierarchical structure consists of the Directorate, Research Program Directors and Support Department Heads (see internal IIASA organigram).

All staff appointments are governed by the IIASA Staff Rules and Regulations and staff members are expected to comply with various policies, including, inter alia, policies on Good Scientific Practice and on Conflicts of Interest.

IIASA's Governance and its External Advisory Bodies



*while not a (voting) member of the Council, the Director General and the Deputy Director General participate in all IIASA's Governing Council deliberations, except those which concern their tenure.

IIASA's Internal Organization Structure

DIRECTORATE
(Decision Making)

IIASA Secretaries
NMOs: Margaret Goud Collins *(relations with IIASA's National Member Organizations)*
Administration: Susan Riley*

Director General and Chief Executive Officer (DG/CEO)
Pavel Kabat

Deputy DG/CEO
Nebojsa Nakicenovic

Special Advisors to DG/CEO
Chin Min Lee
Björn Stigson

MANAGEMENT BOARD
(Advisory)
(DG/CEO, Deputy DG/CEO, Program Directors, Department Heads and Special Advisors)

SPECIAL COMMITTEES
(Advisory)

INTERNAL RESEARCH COMMITTEE (IRC)
(12 members representing all scientific disciplines and programs and elected by IIASA Research staff)

CAPACITY BUILDING AND ACADEMIC TRAINING (CBAT)
Postdoctoral Programs
Joanne Linnerooth-Bayer (Dean)
Young Scientists Summer Program
Joanne Linnerooth-Bayer (Dean)
Southern African Young Scientists Summer Program
Ulf Dieckmann (Dean)

DEPARTMENT HEAD COMMITTEE
(5 members comprised of the department heads of all IIASA administrative and scientific support departments)

IIASA RESEARCH PROGRAMS (Program Directors)
(Decision Making at the Program Level and Advisory at the Institute's Level)

Advanced Systems Analysis (Elena Rovenskaya)
Ecosystems Services & Management (Michael Obersteiner)
Energy (Keywan Riahi)
Evolution & Ecology (Ulf Dieckmann)
Mitigation of Air Pollution & Greenhouse Gases (Markus Amann)
Risk Policy & Vulnerability (Joanne Linnerooth-Bayer)
Transitions to New Technologies (Arnulf Grübler [Acting])
Water (David Wiberg [Acting])
World Population (Wolfgang Lutz)

IIASA DEPARTMENTS (Department Heads)
(Decision Making at the Department Level and Advisory at the Institute's Level)

Communications, Library, & Media (Iain Stewart)
Finance & Sponsored Research (Susan Riley*)
Human Resources (Walter Foith)
Information & Communication Technologies (Joe Undercoffer)
Technical Infrastructure (Stefan Lendl)

http://www.iiasa.ac.at/