

INTERNATIONAL SOCIETY OF SPORT PSYCHOLOGY

Revision of Statutes (2011)

Article 1 – Name and Headquarters

The name of the society shall be The International Society of Sport Psychology (ISSP). It is the world organization devoted to the promotion of scientific objectives and professional practice among all members of all nations in the research and development of sport psychology. The official headquarters of ISSP is the locality where the President resides.

Article 2 – Purpose

The International Society of Sport Psychology has the following aims:

- a. To support and promote scientific research in sport psychology and its application, interpretation, and dissemination.
- b. To organize a regular international congress and to support the organization of symposia devoted to topics in sport psychology.
- c. To handle the relations between national and international organizations of psychology that are related to sport sciences.
- d. To facilitate the information, documentation, and dissemination of services with respect to sport psychology.
- e. To oversee and coordinate the official publications of the ISSP, and,
- f. To advise and facilitate the establishment of other continental, regional, and national societies of sport psychology.

Article 3 – Administration

- a. The administration office of ISSP is the General Secretary.
- b. The official language is English. Other languages in addition to English may be used at international congresses at the discretion of the organizing body.

Article 4 – Membership

The ISSP shall provide for three types of membership:

- Individual Members
- Group Members
- Organizational Affiliate

1. Individual members shall be those persons with a professional scientific interest in sport psychology.
2. Group members shall be associations representing the interests of sport psychology. A defined group of individual members that have formed a society with statutes and a membership list.
3. Organizational affiliates shall be a body consisting of groups, arranged in a federated structure.

Article 5 – Officers

The elected officers of ISSP shall consist of a President, three Vice Presidents, Secretary General, and Treasurer elected by the membership.

- a. The President shall assume the following duties:
 1. Preside at meetings of the Managing Council (MC) and General Assembly.
 2. Receive the reports and announce the program of activities of ISSP.
 3. Be responsible for organizing and conducting all official business of ISSP.
 4. Serve as the Chairperson of the committee organizing the program for the ISSP World Congress.
 5. Preside at the World Congress.
 6. The President shall become the immediate Past President after completing his/her 4-year term as President.
- b. The Vice Presidents shall assume the following duties:
 1. One of the Vice Presidents shall be selected by the Managing Council to assume the duties of the President when necessary.
 2. Serve as the liaison with editors of ISSP publications.
 3. Facilitate the dissemination of information, documentation, and services with respect to sport psychology.
 4. Advise and facilitate the establishment of other societies of sport psychology.
- c. The Secretary General, in cooperation with the President, shall be responsible for the correspondence and administrative duties associated with meetings, minutes, circular letters, elections, and other related logistics. The administration of the Society shall reside with the Secretary General.
- d. The Treasurer shall be responsible for all financial records, fee collection and other financial matters as determined by the MC.
- e. The President, Vice Presidents, Secretary General, immediate Past President, and the Treasurer shall comprise the Executive Council and be responsible for transacting business between the MC meetings.

Article 6 – Managing Council

- a. The MC of the ISSP shall consist of no more than 15 elected members and 1 Past President if there is an immediate one, and provide a geographical representation.
 1. The MC will be composed of one President, three Vice Presidents, Past President, Secretary General, Treasurer (n=7; also referred to as officers), and 9 members at large.
 2. The officers and members at large of the MC shall be elected by the membership of the ISSP every 4 years.
 3. The immediate Past President shall be a member of the MC for only one term of four years.
 4. The results of the election shall be announced at the General Assembly of ISSP.
- b. The MC shall convene at least once annually and shall assume the following duties:
 1. Act on behalf of the ISSP membership in all matters arising between meetings of the General Assembly.
 2. Plan, develop, and control the budget in accordance with the programs approved by the MC and the General Assembly.
 3. Determine the congress site for the next World Congress and plan the scientific program of the World Congress.
 4. Inform the ISSP membership (ie: via the website) on the activities of the ISSP and events that arise between meetings of the General Assembly.
 5. Discuss, facilitate, and accommodate all ISSP matters where decisions have to be made between meetings of the General Assembly.
 6. Appoint official ISSP delegates to other related international societies.
 7. Appoint all committees considered necessary and desirable.
 8. Delegate to a local committee or another appropriate body the powers necessary to organize each World Congress.
 9. Facilitate amendments to the Statutes. Written motions shall be submitted to the MC for discussion and approved before being submitted for a vote at the General Assembly meeting. Decisions shall require a simple majority of all votes at the General Assembly, whereupon the amendments will become effective.
- c. Each elected member of the MC is expected to attend all annual meetings and the World Congress

Article 7 – General Assembly

- a. The General Assembly shall be comprised of all members who are present at the meeting.
- b. The General Assembly shall convene every four years on the occasion of the ISSP World Congress to:

1. Receive the announcement of the elections.
2. Transact any official business that must be approved by the General Assembly such as amendments to the Statutes or increasing membership fees. A simple majority of those members present shall approve the transaction.
3. Transact any additional business matters that arise. Voting procedures for individual and group members will be as in the elections document (Article 9).

Article 8 – Annual Subscription

- a. Individual membership dues are payable annually to the Treasurer in U.S. Dollars by January 1 of each year. Current individual membership fee is based upon professional standing. Individual memberships include a subscription to the electronic version of the International Journal of Sport and Exercise Psychology.

Reduced rates for individual membership are available with documented need submitted in writing to the ISSP President

Full time student	\$20 per year
Professional	\$50 per year

- b. Group membership fees shall be determined by the size of the group. Group membership applicants should contact the Treasurer of ISSP to apply for relevant group membership.

Size of Group

The group president must supply a membership list to the MC with the application for membership.

Size of Group	Membership Fee (U.S. Dollars)
10 – 50	\$70
51 – 100	\$100
101 or more	\$150
Organizational Affiliates	\$40

- c. The fiscal year of the ISSP shall begin each January 1 and end December 31 of the same year.
- d. Membership fees may be changed upon recommendation of the MC and approval of the General Assembly.

Article 9 – Elections

- a. Nominations

1. Any member of ISSP who is entitled to vote can submit nominations for the election of the President, Vice Presidents, Secretary General, Treasurer, and members at large of the MC.
 2. Nominations for the President, Vice President, Secretary General, Treasurer, and all other members at large must be received in writing by the Secretary General not later than 2 months prior to the General Assembly meeting. All Nominees must agree in writing to stand for election.
 3. All nominations must be proposed and seconded by members in good standing, not including the nominee.
- b. To serve as an officer, a person must first serve at least one term on the MC as a member at large.
 - c. All votes will be counted by a pro tem Election Committee, of whom the members are appointed by the MC. They shall select a member to act as Chair.
 - d. The members of the pro tem Election Committee must not be candidates for the election.
 - e. Elections shall be by simple majority of the ISSP members who have voted by 5.00 p.m. on the day before the General Assembly.
 - f. The President, Vice President, Secretary General, Treasurer, and MC members at large may be elected for two successive terms. One term is four years. An MC member at large may be elected to one of the officer positions after serving a minimum of one term but also after serving two terms
 - g. An MC member may serve a maximum of 16 years not counting the Past Presidents' four years.
 - h. Voting:
 1. All individual members shall be entitled to one vote after two years of consecutive membership during the 2 years prior to the World Congress.
 2. Group members shall have the following votes:

Size of Group	Number of Votes
10 – 50	2
51 – 100	3
101 or more	5
Organizational Affiliates	1

3. Only one official representative of a Group or Organizational Affiliate can vote. This representative must be designated by the Group Membership or Organizational Affiliate in writing to the Secretary General at least 9 months prior to the General Assembly. (See Appendix for more information on new election procedure.)

Article 10 – World Congress

- a. The ISSP World Congress should take place every four years, normally after the Olympic year.
- b. The site of the Congress is selected by the MC.
- c. Any person or group within ISSP may apply to act as a host. Congress applications must be submitted to the president of ISSP in writing, presenting all necessary information regarding the organization and facilities, and budget.
- d. A Congress fee will be required of all who attend. Members of ISSP may have a reduced Congress fee

Article 11 – ISSP Publications

- a. The *International Journal of Sport and Exercise Psychology* is the official publication of ISSP.
- b. The editors of official publications shall be endorsed by the MC.
- c. Other related sport psychology publications may also be sponsored by ISSP by recommendation of the MC.

APPENDIX Election Procedure

1. All individual and group members of ISSP who have maintained membership for the 2 years prior to the World Congress are eligible to vote.
2. A **call for nominations** for positions on the MC will be posted to the ISSP Website prior to the General Assembly.
3. The **deadline for submitting a nomination** to the Secretary General is 2 months prior to the General Assembly. The exact date will be specified on the ISSP Website: www.issponline.org.
4. Nominees are **expected** to agree in writing to stand for election and submit a typed statement presenting their case. Statements must be a **maximum of 250 words** in length. **Longer statements will not be accepted.**
5. The **statements of nominees** will be posted to the ISSP Website approximately 2 months prior to the General Assembly.
6. **Voting ballots** for all categories of MC Officers and members-at-large will be posted to the ISSP Website and will also be available on site at the World Congress venue.

7. In the event that individual or group members need to vote by proxy, members must mail their completed voting ballot in two return envelopes as instructed in item 12. Proxy ballots should be sent to the attention of the General Secretary in care of the local organizers of the ISSP World Congress at which the General Assembly will take place (address will be provided on the ISSP website). **Proxy ballots will be stored securely, unopened by the local organizers**, and delivered in this form to the pro tem Election Committee on their arrival at the venue.
8. Voting ballots and envelopes will be available at the general information desk at the ISSP Congress venue until **5.00 p.m. on the evening prior to the General Assembly, at which point voting closes**. Individual and group ISSP members will be able to deposit their voting ballot in a voting box at the general information desk. Once voting closes, a copy of the up-to-date list of individual and group ISSP members will be given to the Election Committee Chair.
9. An **Election Committee Chair** will be identified and invited by the MC immediately after all nominations close 2 months prior to the General Assembly. This person will be an experienced member of the ISSP who has not been nominated for any position on the MC.
10. The **Election Committee Chair** will be in charge of establishing a *pro tem* **Election Committee** consisting of ISSP members with no vested interest in the election who are attending the ISSP Congress at which the General Assembly will take place. The number of persons on this election committee will be determined by the Election Committee Chair at his or her own discretion.
11. **Vote counting** by the Election Committee will commence after 5:00 p.m. on the evening before the General Assembly and will be completed by 12:00 noon the next day.
12. **To ensure that ISSP members vote only once**, each individual or group ISSP member will sign a statement of membership that will be submitted in an external voting envelope. The anonymous voting ballot will be submitted in a smaller envelope placed inside the external envelope. Both envelopes should be sealed. The Election Committee members will cross each individual and group member's name off the up-to-date membership list as they examine the statements of membership. **To ensure anonymity**, the smaller sealed envelopes containing the voting ballots will be placed in a "Valid Vote" box.
13. Once all external envelopes have been verified for valid membership, the Election Committee members will open the smaller envelopes containing the voting ballots and **record the votes for various categories**, taking into consideration the number of votes to which group members are entitled based on the ISSP statutes. These will then be tallied to determine the successful candidates in each category.
14. The **results will remain confidential** until the Election Committee Chair announces them at the General Assembly when the election item on the agenda is addressed.