

Statutes of the International Society for the History of Physical Education and Sport

Article 1: Name and Headquarters

- 1.1 The International Society for the History of Physical Education and Sport is an international organization. Its headquarters shall be identical with the place of residence of its President.

Article 2: Aims

- 2.1 The Society's aims are:
 - 2.1.1 to promote research in the history of physical education, physical culture and sport; as well as encouraging the teaching and study of these areas of interest.
 - 2.1.2 to encourage and facilitate personal contact amongst members, the mutual exchange of information and co-ordination of scholarship in sport history and physical culture;
 - 2.1.3 to stage international congresses, seminars and similar gatherings, either independently or in co-operation with other organizations and institutions, in order to realize the aims of the Society as laid down in the Statutes;
 - 2.1.4 to promote the publication, exchange and dissemination of research in sport history.
- 2.2 The Society assumes a neutral position with regard to religion, gender, ethnicity and politics.
- 2.3 It is independent and co-operates with other organizations and institutions which pursue similar objectives.

Article 3: Members

- 3.1 The Society accepts as members any persons and institutions that are concerned with the history of physical education, sport and related areas, either in a research or teaching capacity. Other members may be accepted if the Council deems it appropriate or if it is in the specific interests of the Society.
- 3.2 The Society is comprised of:
 - 3.2.1 regular members
 - 3.2.2 Early Career Scholars, who are those who are registered students in or within 3 years of having graduated from a programme of higher education study relevant to the aims and objectives of the Society
 - 3.2.3 honorary members
 - 3.2.4 institutional members

Article 4: Organization

- 4.1 The organs of the Society are:
 - 4.1.1. the General Assembly,
 - 4.1.2. the Council,
 - 4.1.3. the Executive Committee,
 - 4.1.4. the President.

Article 5: The General Assembly

- 5.1 The General Assembly consists of regular members, i.e. individual members, honorary members and one representative from each of the collective members in-so-far as they accept the rotational or extraordinary invitation according to Article 5 para (2). The members must be up to date in their membership dues on the day of the General Assembly.

- 5.2 The General Assembly convenes at each Congress at the invitation of the President. The President also convenes it at the written request of at least one tenth of members according to Article 3 para (2) subparagraph 1.
- 5.3 As the supreme organ of the Society, the General Assembly is responsible for all decisions unless these statutes stipulate otherwise.
- 5.4 The General Assembly
 - 5.4.1 receives the President's and the Secretary General's reports,
 - 5.4.2 accepts the accounts of the Treasurer or official appointed by the President,
 - 5.4.3 determines the level of annual subscriptions,
 - 5.4.4 decides on amendments to the statutes,
 - 5.4.5 elects honorary members on the recommendation of the Council,
 - 5.4.6 excludes members who have violated the Statutes or have damaged the reputation of the Society and
 - 5.4.7 is empowered to amend the Statutes and dissolve the Society.
- 5.5 The members bring motions and the right to vote according to Article 3 para (2)
- 5.6 Exercise of the right to vote and the voting procedure itself are governed by the Standing Orders.
- 5.7 Each institutional member has only one vote.

Article 6: The Council

- 6.1 The Council assists the President in the administration of his/her office.
- 6.2 The Council consists of a maximum of 16 members according to Article 3 para (1).
- 6.3 It is elected by the members for a period of four years, except that one member shall be elected by the Early Career Scholars for a period of four years. This provision does not preclude any ECS from seeking election to one of the general posts on the Council.
- 6.4 The term of office shall be four years, running from the end of the 1st Congress after the election is concluded until the end of Congress four years later.
- 6.5 In the event of a vacancy, the Council shall co-opt the unsuccessful candidate with the next highest total vote in the last election.
- 6.6 It elects a maximum of three Vice-Presidents from its own ranks.
- 6.7 The Council decides on urgent matters not settled by the General Assembly as soon as the President puts them to the vote. Other matters, which may be deferred, are carried forward to the agenda of the next meeting of the General Assembly. A member of the Council may receive a written proxy vote from another member who is absent during a Council meeting.
- 6.8 It elects the Secretary General on the recommendation of the President.
- 6.9 The Council can set up occasional working groups within itself, which will account for their proposals to the Committee. If necessary, these working groups may call on outside experts.

Article 7: The Executive Committee

- 7.1 The Executive Committee consists of the President, the three Vice-Presidents and the Secretary General (the latter does not have the right to vote).
- 7.2 It carries out the day-to-day business of the Society and, after consultation, attends to any organizational tasks that might arise.
- 7.3 The responsibility of the President and the competence of the General Assembly, the Council and the President remain unaffected by actions of the Executive Committee.

Article 8: The President

- 8.1 The President acts as the Society's external representative.
- 8.2 The term of office shall be four years, running from the end of the 1st Congress or ten weeks after the election is concluded in years where there is no Congress until the end of Congress four years later.
- 8.3 He/she is responsible for implementing the resolutions passed by the General Assembly.
- 8.4 He/she submits new matters of fundamental importance to the Council for a decision.
- 8.5 He/she assumes responsibility for implementing the resolutions passed by the Council according to Article 6 para (6).
- 8.6 The President has the authority to make urgent preliminary decisions. Such preliminary decisions, however, must be reported to the Council immediately in order to be decided upon and become effective.
- 8.7 The President announces decisions taken according to Article 8 para (4) and (5) in his/her report at the next meeting of the General Assembly.
- 8.8 The President convenes the General Assembly according to Article 5 para (2).
- 8.9 At every General Assembly he/she submits a report of his/her activities since the last General Assembly.
- 8.10 He/she co-ordinates the work of the Executive Committee.
- 8.11 He/she proposes candidates for the position of the Secretary General, to be elected by the Council.
- 8.12 In the event of a vacancy, the Council shall elect by secret ballot one of the Vice Presidents to fill the post of President for the remainder of the term as specified in Article 8 para (2).

Article 9: Official Language

- 9.1 English is the primary language.

Article 10: Expiration of Membership

- 10.1 Membership expires
 - 10.1.1 as a consequence of a member violating the regulations imposed by the Statutes or being detrimental to the reputation of the Society according to Article 3 B, item 5 of the Standing Orders.
 - 10.1.2 as a result of non-payment of membership dues over a 2-year-period the member concerned shall be notified to reapply or withdraw.

Standing Orders of the International Society for the History of Physical Education and Sport

Article I: Standing Orders

- I.1 These Standing Orders govern all working sessions of the Council, the General Assembly, and any ad hoc committees of the International Society for the History of Physical Education and Sport (ISHPES).

Article II: Members

- II.1 The members of ISHPES include regular members, institutional members, student members and honorary members.

- II.2 All regular, student and institutional members must have paid their annual fees by the deadline (see Article III A, item 1) in order to participate in the General Assembly and exercise their right to vote.
- II.3 Honorary members do not have to pay the annual fee. They can exercise their right to vote

Article III: Voting Procedures

A. Elections

III.A.1. Nominations

- III.A.1.1 The General Secretary shall act as Returning Officer for the election of President, Council and Vice Presidents and shall be responsible for the orderly conduct of elections under the provisions provided for in these Articles.
- III.A.1.2 The General Secretary shall notify members of vacancies to be filled by election 14 weeks (98 days) before the beginning of the Congress at which the terms of office of the current Council and President are due to end.
- III.A.1.3 Nominations for the election to Council and President may be made in writing to the General Secretary up to 10 weeks (70 days) before the beginning of the Congress referred to in Art III.A.1.2 above.
- III.A.1.4 The General Secretary shall notify the membership 9 weeks before the Congress of the list of nominees, and in doing so shall open voting that shall remain open for 21 days.
- III.A.1.5 Elections shall be held using a secure, on-line voting system.

III.A.2. Election of the President

- III.A.2.1 The President is elected every four (4) years. He/she must have been a member of ISHPES for at least four years on the day of the election.
- III.A.2.2 A candidate for President must be nominated by at least two (2) members in good standing of the society.
- III.A.2.3 The President is elected by the ISHPES members
- III.A.2.4 All candidates shall have the opportunity to provide an electoral statement to the membership in the form of a written document of two pages maximum, which will be available to the voters at the beginning of the voting process.
- III.A.2.5 Voting shall be by a secure on-line system designed to ensure that each member has a secure and unique log-in that may be used for the purpose of voting only once.
- III.A.2.6 Voting shall run concurrently with the election of the Council.
- III.A.2.7 Voters may vote for only one (1) candidate on the ballot. Any other ballot will be considered spoiled and invalid.
- III.A.2.8 Two auditors, selected from among the voters, and the Secretary General tally the votes received by each candidate.
- III.A.2.9 The result is determined by simple majority.
- III.A.2.10 The General Secretary shall convey the results of the ballot to the membership within 7 days of the close of voting.
- III.A.2.11 The chair of the General Assembly is transferred to the newly elected President at the conclusion of the first Congress after this election is concluded.

III.A.3. Election of the Council

- III.A.3.1 The Council is elected every four (4) years.
- III.A.3.2 Only regular and Early Career Scholar members may stand for election to the Council who have completed at least their third year of membership.
- III.A.3.3 The list of candidates is generated by regular and Early Career Scholar members, who must propose their candidate(s) in writing to the Secretary General at least 70 days before the beginning of the Congress at which terms of office are due to end. No name may be added after this deadline. A one-page vitae of each of the candidates should be available at the commencement of voting 63 days before the beginning of the Congress.
- III.A.3.4 Voting shall be by a secure on-line system designed to ensure that each member has a secure and unique log-in that may be used for the purpose of voting only once.
- III.A.3.5 Voting shall run concurrently with the election of President.
- III.A.3.6 Each elector may vote for up to 15 candidates
- III.A.3.7 Two auditors, selected from among the voters, tally the votes received by each candidate. The 15 candidates with the greatest number of votes shall be declared elected to the Council.
- III.A.3.8 The General Secretary shall convey the results of the ballot to the membership within 7 days of the close of voting.
- III.A.3.9 The new Council shall take office at the conclusion of the first Congress after this election is concluded.

III.A.3(a). Election of the Early Career Scholar representative on the Council

- III.A.3(a).1 Only Early Career Scholar members who are in their second year of membership may stand for election as the ECS representative on the Council.
- III.A.3(a).2 Each ECS representative on Council shall be limited to no more than two terms of office as ECS representative.
- III.A.3(a).3 The list of candidates is generated by Early Career Scholar members, who must propose their candidate(s) in writing to the Secretary General at least 70 days before the beginning of the Congress at which terms of office are due to end. No name may be added after this deadline. A one-page vitae of each of the candidates should be available at the commencement of voting 63 days before the beginning of the Congress.
- III.A.3(a).4 Voting shall be by ECS members only using a secure on-line system designed to ensure that each member has a secure and unique log-in that may be used for the purpose of voting only once.
- III.A.3(a).5 Voting shall run concurrently with the election of Council.
- III.A.3(a).6 Each elector may vote for 1 candidate.
- III.A.3(a).7 Two auditors, selected from among the voters, tally the votes received by each candidate. The candidate with the greatest number of votes shall be declared elected ECS representative on the Council.
- III.A.3(a).8 The General Secretary shall convey the results of the ballot to the membership within 7 days of the close of voting.
- III.A.3(a).9 The ECS representative on the Council shall take up office with the rest of the Council and have all the rights and responsibilities of Council members, noting the term limit imposed by clause XX above.

III.A.4. Election of the Vice-Presidents

- III.A.4.1 Three (3) Vice-Presidents are elected every four (4) years by the Council.
- III.A.4.2 The Vice Presidents shall be elected by the Council before the Congress immediately after which it takes up office.
- III.A.4.3 Preferably the President and Vice-Presidents should represent at least two continents
- III.A.4.4 Members of Council may stand for election after their third year of membership. This does not have to be concurrent membership.
- III.A.4.5 The list of candidates is generated by Council members, who must propose their candidate(s) in writing to the Secretary General at least 35 days before the beginning of the Congress at which terms of office are due to end. No name may be added after this deadline. Each candidate requires a nominee and seconder from within the incoming Council. A short vitae of each of the candidates should be available at the commencement of voting 28 days before the beginning of the Congress; voting shall be concluded 14 days before the beginning of the Congress.
- III.A.4.6 Voting shall be by Council members only using a secure on-line system designed to ensure that each member has a secure and unique log-in that may be used for the purpose of voting only once.
- III.A.4.7 Each elector may cast up to three votes.
- III.A.4.8 The General Secretary, in their role as Returning Officer, and two auditors will tally the votes received by each candidate. The three candidates with the greatest number of votes shall be declared elected.
- III.A.4.9 The General Secretary conveys the results of the ballot.

III.A.5. Election of the Secretary General

- III.A.5.1 The President proposes a candidate for the position of Secretary General.
- III.A.5.2 Voting is carried out by a show of hands. A simple majority prevails.

III.B. The General Assembly

III.B.1. General

- III.B.1.1 Prior to the General Assembly, the Secretary General will identify those regular and ECS members eligible to vote. In order to be eligible members must have paid their ISHPES membership fees before the opening of the General Assembly.
- III.B.1.2 Each member has only one vote. An individual may represent no more than one collective member.

III.B.2. Financial Statement

- III.B.2.1 A written financial statement shall be presented to each General Assembly. This financial statement shall include a balance sheet and an income and expenditure statement.
- III.B.2.2 The President and the Council shall appoint an honorary auditor to audit the financial report of the General Secretary every year. The auditor shall provide a written report on the financial statement. Voting on the financial statement shall be carried out by a show of hands.

III.B.3. Business Matters

- III.B.3.1 Each item of the agenda is dealt with separately and in turn.
- III.B.3.2 All items of the agenda are translated into each of the three official languages (see Statutes, Article 9) and are open for discussion before any vote is taken.

- III.B.3.3 Voting is carried out by a show of hands; however, a secret ballot will be conducted if so requested by three (3) members. A simple majority prevails. The President will cast the deciding vote in the case of a tie.
- III.B.3.4 In the event of a secret ballot, two auditors, selected from among the voters, tally the votes and record the number of positive and negative votes, as well as the number of abstentions.
- III.B.3.5 There will be no public discussion or debate after members have been called to vote.

III.C. The Council

III.C.1. The Executive Committee

- III.C.1.1 The President, the three Vice- Presidents and the Secretary General make up the Executive Committee.
- III.C.1.2 If a member of the Executive Committee leaves his/her office during term, he/she will be replaced by the Council using the provisions for filling a casual vacancy outlined in III.A.1.6 above.

III.C.2. General

- III.C.2.1 Under normal circumstances all voting in Council is carried out by a show of hands. A simple majority prevails. In the event of a tie the President will cast the deciding vote.
- III.C.2.2 The Council quorum is 50% of its membership.

III.C.3. Expulsions

- III.C.3 Expulsions/reinstatements must be recommended to the General Assembly by the Council.

Article IV: Agenda

- IV.1 All matters to be discussed by the General Assembly, the Council or any ad-hoc committees of ISHPES must be placed on the agenda. The preliminary agenda must be in the hands of the members at least 14 days before the meeting convenes. The final agenda must be in the hands of the members at least 12 hours before the meeting convenes.
- IV.2 ISHPES Members who wish to address the Council or an ad-hoc committee meeting of which they are not a member must forward a written request to the Secretary General no later than 24 hours before the scheduled start time of that meeting.

Article V: Congress Cancellation and Relocation

V.A Relocation of ISHPES Congress

- V.A.1 In the event of a natural disaster or unstable political situation, the ISHPES Council may decide to relocate the ISHPES Congress from the originally determined location to a new location.
- V.A.2 Because of the speed at which the relocation of the ISHPES Congress would need to happen, the location of the relocated Congress might not be able to be approved by the full ISHPES membership at a General Assembly. The decision to relocate the Congress will be made by the ISHPES Council via email discussion and vote.
- V.A.2 The decision to relocate an ISHPES Congress must be taken at a minimum of 5 months before the start of the Congress.

V.B Cancellation of ISHPES Congress in case of too few abstracts

- V.B.1 ISHPES requires a minimum number of 40 abstracts for a Congress to take place. Should ISHPES receive fewer abstracts than these minimum numbers, then the Congress shall be cancelled.
- V.B.2 The cancellation procedure shall be as follows:
 - V.B.2.1 After the extension of the abstract deadline, if the minimum number of abstracts has not been received, the Chair of the Scientific Committee (when not the ISHPES President) will inform the ISHPES President of this fact.
 - V.B.2.2 The President informs the council about the situation and a recommendation regarding the cancellation of the Congress, and the council shall confirm this decision
 - V.B.2.3 The ISHPES President will inform the Organizer of the ISHPES Congress of this fact and the decision regarding the event.
 - V.B.2.4 The President will write a message which the General Secretary will send out to all ISHPES members and individuals who have submitted abstracts.
- V.B.3 The extended deadline for abstracts should be a minimum of 4 months from the beginning of the Congress.

V.C Cancellation of ISHPES Congress due to circumstances outside of organizational control

- V.C.1 In the event of a catastrophic event (e.g., natural disaster, unstable political situation, or major host disruption), the ISHPES Council may decide to cancel the ISHPES Congress if not successful to relocation of the congress.
- V.C.2 The decision to cancel an ISHPES Congress in the event of a catastrophic event must be taken at the earliest possible time, preferably with a minimum of 3 months before the start of the Congress. In exceptional circumstances the decision to cancel the Congress may be taken at any stage before the end of the relevant Congress.

V.D Award winners and *IJHS* Special Issue, in cases of Congress cancellation

- V.D.1 In the event of an ISHPES Congress cancellation, the Gigliola Gori Essay Award Winner will be announced via an email to all ISHPES members and posted on the ISHPES website. The winner will be invited to the ISHPES Congress the following year to present their paper then, and the Gigliola Gori Essay Award Winner will be invited to submit their paper for the next ISHPES special issue of *IJHS*. The possibility exists, in the event of an ISHPES Congress cancellation, to have two Gigliola Gori Essay Award Winner presentations at the same Congress.
- V.D.2 In the event of an ISHPES Congress cancellation, the ISHPES Award Winner will be announced via an email to all ISHPES members and all individuals who have submitted abstracts, and on the ISHPES website. The ISHPES Award Winner will be invited to publish a paper in the next ISHPES special issue of *IJHS*.
- V.D.3 In the event of an ISHPES Congress cancellation, paid-up ISHPES members who had abstracts accepted for the cancelled Congress will be invited to submit a completed paper for the next ISHPES special issue of *IJHS*.

Article IV: Approval

- IV.1 The Standing Orders, as well as all amendments, must be approved by the General Assembly in accordance with the voting procedures outlined in Article III A, item 3 of this document.