



*Established 1965*

**International Sociology of Sport Association  
Association Internationale de Sociologie du Sport**

A Sub-Committee of ICSSPE  
Research Committee 27 of ISA  
Affiliated with UNESCO

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## **BYLAWS OF THE INTERNATIONAL SOCIOLOGY OF SPORT ASSOCIATION (ISSA)**

### **Introduction**

ISSA is a Charitable Incorporated Organisation (CIO), registered in England number 1,158,978. Its legal constitution is the CIO document registered with the Charity Commission on 27 October 2014. These Bylaws supplement the legal constitution.

### **1. Objectives**

The legal object as stated in the CIO constitution is 'to advance for the public benefit education and research related to the social significance of sport, exercise and physical activity'. In order to achieve this, ISSA has designated the following objectives:

- a) To promote international co-operation in the field of the sociology of sport;
- b) To exchange information among all countries concerning the results of research in the sociology of sport;
- c) To convene international congresses, seminars or symposia on aspects of the sociology of sport;
- d) To prepare and circulate reports about the social background of sport and the status of the sociology of sport in different countries;
- e) To identify sociological problems in sport and, where appropriate, organize international research programmes concerning the same;
- f) To oversee and co-ordinate the official publications of ISSA.
- g) To advise and facilitate the establishment of other continental, regional and national sociology of sport societies.
- h) To co-operate with ICSSPE, ISA and other committees, groups or organizations in order to solve tasks of mutual interest.

## **2. Affiliations**

The International Sociology of Sport Association (ISSA) is an independent scientific organization. It is a member of the International Council of Sport Science and Physical Education (ICSSPE) and is Research Committee 27 (RC27) of the International Sociological Association (ISA). ISSA is also affiliated to UNESCO, via the International Council of Sport Science and Physical Education.

## **3. Membership**

3.1 Persons who share the same objectives as ISSA are eligible for membership.

3.2 There shall be three categories of membership, as provided for in the legal constitution, clause 9(1)a:

- i. Ordinary members, who shall be individuals with an interest in research in the sociology of sport and related fields, and who shall be voting members;
- ii. Honorary members, who shall be individuals whose contributions to the development of the sociology of sport and to the CIO are judged significant according to criteria established by the Executive Board. Honorary members shall be approved by 75% of the Executive Board. Honorary members shall be voting members.
- iii. Institutional members, which shall be organisations, associations or academic institutions with an interest in research in the sociology of sport and related fields. Institutional members shall be non-voting members.

3.3 Each individual member, with the exception of Honorary Members, shall pay an annual subscription, the amount of which shall be determined by the Executive Board. Subscriptions shall be payable in advance at a date determined by the Executive Board.

3.4 All categories of Members shall have the right to receive notice of and attend at any General Meetings, but only Ordinary Members and Honorary Members shall have the right to take part in elections and to vote at General Meetings.

3.5 Any Member who has been given notice that his or her subscription is six months in arrears shall cease to be a Member, but shall be eligible for re-election. Eligibility for benefits of membership, such as journal subscriptions and congress registration discounts, shall be dependent on payment of fees being up to date.

3.6 Applications for Membership shall be considered by the Executive Board, who may delegate this to the General Secretary, although in such case the General Secretary shall refer to the Executive Board any applications about which there is any uncertainty. The Executive Board may refuse such application if they believe it is in the best interests of

ISSA to do so. In such case, the applicant shall have the right of appeal in accordance with the provisions of the legal constitution, clause 9.

3.7 In accordance with the legal constitution clause 9, successful applicants shall be advised within twenty-one days of approval by the Executive Board.

3.8 All ISSA members are encouraged to become members of the International Sociological Association and its Research Committee 27.

3.9 The Executive Board may remove a Member from membership if it believes it is in the best interests of ISSA to do so. In such case, an appeal shall be allowed in accordance with provisions of the legal constitution, clause 9.

#### **4. The Executive Board**

4.1 The ISSA Executive Board is responsible for decision-making and conducting the business of the Association.

4.2 The Executive Board shall consist of up to seven members:

- a) six shall be elected by the members according to Rule 9 below;
- b) the Immediate Past President shall be an ex officio member.

4.3 The Executive Board shall appoint from the elected members the President, Vice Presidents, General Secretary and Treasurer.

4.4 All ISSA Executive Board members must be members of ISA and RC27.

4.5 No Executive Board member may serve for more than two consecutive four-year terms, with the proviso that an Executive Board member other than the President can serve a third term if otherwise there would be less than the minimum number of trustees.

4.6 The Executive Board shall meet at least once per calendar year, normally during the ISSA conference. Meetings may be face-to-face or may use electronic communication methods to the extent permitted in the legal constitution, clause 20.

4.7 The date and agenda for the meeting must be circulated in advance.

4.8 The quorum for meetings of the Executive Board is one third of its members, as specified in the legal constitution, clause 20.3.

4.9 Decisions are made by simple majority unless specified otherwise in the legal constitution. In the case of a tie, the President has a casting vote.

## **5. The Advisory Board**

5.1 The Advisory Board is responsible for advising the Executive Board on matters of policy and strategy and on developments in the sociology of sport in their geographical area.

5.2 The Advisory Board comprises up to 12 members, appointed by the Executive Board, taking account of gender, geographical spread and academic speciality.

5.3 Advisory Board members shall serve a four-year term, which may be renewed for not more than one additional term.

## **6. President and Vice Presidents**

6.1 The President represents the Association in all matters and normally chairs meetings of the Executive Board and annual general meetings, in accordance with the legal constitution, clause 20.2.

6.2 S/he represents the Association ex-officio on the Board of ICSSPE and signs, together with the General Secretary, agreements with other groups. S/he may ask another member of the Executive Board (such as a Vice President or the General Secretary) to represent her/him or, in case they are prevented, any other member of the Executive Board.

6.3 Vice Presidents will hold designated portfolios including relations with other bodies and organizations such as ISA and ICSSPE.

## **7. The General Secretary and Treasurer**

7.1 The General Secretary is responsible for executing the business of the Executive Board. In agreement with the President, s/he is responsible for the correspondence of ISSA, and prepares the minutes of the meetings of the Executive Board, normally within a period of six weeks. S/he reports all decisions of the Executive Board to the General Secretaries of ICSSPE and ISA.

7.2 The General Secretary shall, in cooperation with the publisher (the distribution company), inform the editors of ISSA's journal and the Bulletin about the ISSA membership statement at the end of each calendar year.

- 7.3 The General Secretary is usually, but not necessarily, the Treasurer of ISSA.
- 7.4 The Treasurer is responsible for all financial matters pertaining to ISSA. In addition to the administration of membership fees, s/he solicits financial support from other sources, provides an annual budget, and arranges for independent examination of the accounts.

## **8. Committees and task forces**

When required, the Executive Board may appoint committees or task forces, made up of two or more persons, at least one of whom must be a trustee. Such committees or task forces shall operate according to the provisions of the legal constitution, clause 18.

## **9. Nomination and election of Executive Board**

- 9.1 Elections are held every four years.
- 9.2 Calls for nominations for the elected members of the Executive Board are sent out by the General Secretary or other designated person at least six months prior to the election.
- 9.3 All Honorary Members and Ordinary Members in good standing are eligible to nominate and to vote, provided they are not presidents of other national, regional and sociology of sport-related associations.
- 9.4 An election supervisor, identified by the Executive Board, should be in place prior to the election. Letters of nomination should be sent to the election supervisor. Each eligible member can nominate a maximum of two Ordinary Members.
- 9.5 All ISSA Ordinary Members of at least four years' standing nominated from at least two different countries and accepting their nomination can be on the list of candidates which is prepared and sent out by the General Secretary or other person responsible for the election.
- 9.6 An Ordinary Member and an Honorary Member can vote for up to six candidates, but not two from the same country.
- 9.7 In the event of an equality of votes, the outcome will be determined by a vote of the new Executive Board.

9.8 Normally, the individual with the highest numbers of votes will assume the role of President. However, roles and duties assumed by elected members may vary following discussion and agreement by the Executive Board.

## **10. Meetings**

10.1 ISSA congresses are normally held annually, but shall be held at least every two years. They may be held in conjunction with ISA, ICSSPE or other academic organization related to the sociology of sport. Members of ISSA shall benefit from reduced fees.

10.2 ISSA sessions are held every four years at the occasion of the ISA World Congress as part of its role as Research Committee 27 (Sociology of Sport).

10.3 ISSA may also organize symposia related to other academic organisations and congresses.

## **11. The International Review for the Sociology of Sport**

11.1 The International Review for the Sociology of Sport (IRSS) is the official, refereed publication of ISSA. Its purpose is to disseminate research findings and publish scholarly articles on the sociology of sport and related fields.

11.2 The IRSS will be managed by the Editor in collaboration with the ISSA Executive Board and an Editorial Board.

11.3 The Editorial Board will consist of at least six members proposed by the Editor and appointed by the ISSA Executive Board. Members may be assigned specific duties. Regional and gender representation must be taken into account. The members of the Editorial Board are mainly responsible for the academic quality of the IRSS, including carrying out peer review and advising the Editor regarding editorial policy.

11.4 The Editorial Board will normally meet once per year, normally at the annual congress.

## **12. The Editor of IRSS**

12.1 The Editor of IRSS is appointed by the Executive Board, normally for a four-year term.

12.2 The Editor shall act in the best interests of ISSA and IRSS to promote the academic excellence of the journal.

12.3 The Editor shall provide an annual report to the Executive Board, and shall attend as an observer such parts of Executive Board meetings as the Board request.

12.4 The Editor shall liaise on a regular basis with the publisher.

12.5 In order to prevent a conflict of interest, the Editor of IRSS may not hold the position of editor for any competing journal on the social science of sport or in a related field.

### **13. Finance**

13.1 The financial basis for the activities of ISSA depends on:

- Membership fees
- Royalties and monies earned from the publication of the journal
- Potential income from the congress or other events
- Grants from related organizations such as:
  - a) ICSSPE and ISA
  - b) International bodies of sport and official national organizations
  - c) National and international sociological associations
- Donations from organizations, associations, sponsors, and individuals that support the aims of the Association.

13.2 The Treasurer, with the guidance of the President, shall draw up a budget each year for approval by the ISSA Board.

13.3 The Treasurer shall produce an annual financial report duly verified by at least one independent examiner, appointed by the Executive Board.

13.4 The Executive Board will ensure that ISSA accounts and assets are safeguarded through: regular financial reports, emergency contingency plans in case one of the signatories is unable to fulfil her/his duties and regular review of best practice and risk management.

### **14. Working language**

The general working language of ISSA and its journal is English. Additional languages can be employed according to the events and major participant groups, at the sole discretion of the Executive Board.

## **15. Amendments**

15.1 Amendments to these Bylaws may only be made by a 75% majority of all members of the Executive Board.

15.2 Amendments to the legal constitution are governed by that constitution, clause 29

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