

Constitution

International Chinese Society for Physical Activities and Health (ICSPAH)

(Amended and Embodied on March^{18th}, 2015)

CONSTITUTION

The Constitution is a set of fundamental principles and established precedents according to which the organization is governed. This written document should be a codified constitution for the organization.

ARTICLE ONE: NAME: The organization shall be known as the International Chinese Society for Physical Activities and Health (ICSPAH; hereinafter called **the Society**).

ARTICLE TWO: MISSION AND PURPOSES:

Section 1: Mission: The mission of the Society is to facilitate professional development and growth among its members and promote a healthy and physically active lifestyle through strengthening research, service and education in the international Chinese communities throughout the world.

Section 2: Purposes: The purposes for which the Society is formed are:

a. **Research and Dissemination:**

To employ the necessary means to foster, advocate, and promote research and studies necessary to advance health, physical activity, and allied areas in educational systems and mainly the Chinese communities throughout the world.

b. Education and Training:

To provide a platform to hold meetings, forums, or conferences and disseminate information; to prepare and issue newsletters and other printed literature; to engage well qualified speakers to give addresses to the Society; and to facilitate professional development and growth of the members in the relevant disciplines.

c. Recognition:

The recognition for highly performed members may be in forms of (1) Awards: To select and announce awards for recognition of highly performed members in teaching, research, and professional services in the Society; (2) Grants: To provide grant opportunities to its members in supporting their high quality of scientific research and scholarly activities in the field; and (3) Fellowship: To establish a set of criteria for the Society fellowship and select highly performed members of the Society for such recognition.

d. Professional Relationship:

To develop and facilitate professional relationships among the members of the Society and between the members of the Society and other professionals in related academic fields across the world.

ARTICLE THREE: ORGANIZATION

Section 1: A Not-for-Profit Organization:

This organization shall be not-for-profit in nature and shall not engage in any activity by which profit may or shall accrue to any officer or member, thereof, the best interest of the Society shall only embrace the means necessary to carry out the Society ends.

Section 2: Tax Exempt Contributions:

The nature and purpose of the activities in which the Society shall engage in relation to charitable, educational, and scientific work shall be consistent with the tax exempt provisions (501, 3c) of the US Internal Revenue Service (IRS).

Section 3: Structure:

The Society is structured as the General Assembly with the highest power, and the Executive Council, Standing Committees, China's Divisions, and Business Office to govern and operate all affairs of the Society. The structure of governance is exhibited in the Organization Flow Chart (see Appendix A).

Section 4: The Logo, Seals, Letterhead, Gavel, Publicity and Website of the Society.

- a. The Logo of the Society is a symbolic identity and property of the Society that shall be used for all official documents and promotional materials. The right to use the Logo is reserved by the Executive Council of the Society.
- b. The Letterhead of the Society is a property of the Society and official printing form for written documents of the Society and shall be used by the President, the Executive Council and the Business Office for businesses as authorized representation of the Society. The permission to use the Letterhead rests by the President and the Executive Council of the Society.
- c. The Seal of the Society is an official identity of power and a property of the Society that should be used on official documents of the Society as it may be appropriate. The permission to use the Seal of the Society rests by the President and the Executive Council of the Society. The financial seal of the Society is an authorized identity and the property of the Society that shall be only used for financial purposes of the Business Office and

the Treasurer of the Society. The Business Manager shall maintain the financial seal until ending his/her term.

- d. The Gavel of the Society is a symbolic identity and property of the Society and shall be only used by the President of the Society to conduct legislative sessions and meetings. The President of the Society shall maintain the Gavel during his/her term until the presidency ends.
- e. The Publication may include official newsletters and other paper printed or printable electronic informative materials (e.g., journal, proceeding, album) of the Society and shall be the property of the Society. The writer or editor for such publication shall be appointed by the President and be responsible for material organization, review board selection upon approval of the Executive Council of the Society.
- f. The Website of the Society is a property of the Society and the official cyber platform for communication, promotion, and publicity utilized for the Society only. The Website shall be updated and managed by the Webmaster of the Society selected by the Executive Council and supervised by the President of the Society.

ARTICLE FOUR: GOVERNANCE

Section 1: The affairs of the Society shall be governed by the Executive Council of the Society as constituted in the Bylaws of the Society.

ARTICLE FIVE: THE GENERAL ASSEMBLY

Section 1: The General Assembly consists of the members of the Society.

Section 2: The duties of the General Assembly shall be to (a) ratify changes in the Constitution and/or Bylaws; (b) elect officers of the Executive Council; and (c) initiate additional business or activities of the Society.

Section 3: The General Assembly meeting shall be held annually during the time period and at convention site of the Society for Health and Physical Educators, America (SHAPE America) conference in the United States. However, the Executive Council with majority vote, may approve a request of time and location change for an annual General Assembly meeting and conference of the Society at a selected international site outside of the United States that shall meet interests for majority of the members of the Society. The Executive Council shall present such request to the members of the Society for approval with a simple majority vote.

ARTICLE SIX: OFFICIAL LANGUAGE

Section 1: The official language of Society is English that shall be applied in all official written documents, oral presentations, records and reports of the Society; and used for organized conferences, forums, workshops, meetings, and electronic communication of the Society. However, in a special circumstance or an informal social event, the native language (i.e., Chinese) may be supplemented for the purpose of facilitating communication or translation.

ARTICLE SEVEN: THE EXECUTIVE COUNCIL AND OFFICERS

Section 1: The Executive Council: As of otherwise stated in the Bylaws, management of the affairs of the Society shall be vested in the Executive Council of the Society.

Section 2: The officers in the Executive Council of the Society shall consist of the President, President-elect, immediate Past-president, Treasurer, Secretary, Student Representative (non-voting), and Business Manager (non-voting).

Section 3: Each member of the Executive Council shall be nominated and elected at the General Assembly according to the procedures set forth in the Bylaws. An Executive Council member must wait for at least two years, after completing her/his term, to be qualified for re-nomination and reelection to the Executive Council of the Society.

Section 4: Quorum: Three members of the Executive Council constitute a quorum for the transition of business at a meeting (online format accepted) of the Executive Council.

Section 5: Any member in a good standing shall be eligible to hold an office as set forth in the Bylaws of the Society. As the Society is registered in the United States and English is the official language, it is mutually understood that the Executive Council shall have a majority of its voting members from U.S based institutions to ensure effective communication and functions.

Section 6: The term of office of the President, President-elect, and immediate Past-president shall be for one year beginning at the closing of the annual General Assembly meeting when the new president is presented with the Gavel of the President.

Section 7: Office transitions occur when: (1) the President ends his/her term and moves to the office of the immediate Past-president; (2) the President-elect moves to the office of the President; and (3) the Immediate Past-president rotates off the Executive Council.

Section 8: The term of office for the Secretary shall be two years with possible one-term extension, upon nomination and election of the General Assembly, and shall begin at the closing of the annual General Assembly meeting.

Section 9: The term of office for the Treasurer shall be three years with possible extension of two terms, upon nomination and election of the General Assembly, and shall begin at the closing of the annual General Assembly meeting.

Section 10: The term of office for the Business Manager shall be three years with extension of multiple terms, upon nomination and election of the General Assembly, and shall begin at the closing of the annual General Assembly meeting. The office of the Business Manger shall be a non-voting position on the Executive Council while he/she is a full voting member in the General Assembly of the Society.

Section 11: The term of office for the Student Representative shall be one year with possible one term extension, upon nomination and election of the General Assembly, and shall begin at the closing of the annual General Assembly meeting. The office of the Student Representative shall be a non-voting position on the Executive Council while he/she is a full voting member in the General Assembly of the Society.

Section 12: The Coordinator(s) of China's Division(s) and Webmaster of the Society may not be members of the Executive Council of the Society. However, the members who serve in these positions may be called upon by the President to present at the meeting of the Executive Council of the Society in case of necessity.

ARTICLE EIGHT: ELECTION OF OFFICERS

Section 1: All officers shall be elected by the General Assembly of the Society. A clear majority with the highest vote shall be indicated for one person. If two persons with the highest equal number of votes, the final determination rests on the majority votes of the Executive Council immediately. All results of voting shall be announced at the end of the annual General Assembly meeting of the Society.

Section 2: Nominees to the Executive Council of the Society shall be screened and verified by the Nominating and Credential Committee for qualifications. The final slate of no more three (3) finalists shall be recommended by the Committee to the Executive Council of the Society for approval two (2) weeks before the annual General Assembly of the Society.

Section 3: The immediate Past-president may serve as a co-chair of the Nominating and Credential Committee.

Section 4: All finalists must accept their nominations and the responsibilities for the offices they are seeking before the ballots would be casted at the annual General Assembly meeting.

Section 5: All finalists shall submit a statement of candidacy and a brief biography to the Nominating and Credential Committee for review. All finalists shall physically present and deliver an oral presentation at General Assembly meeting before the ballots are casted.

Section 6: For ensuring the voting right of those who may be physically absent at the General Assembly meeting or in a particular circumstance, electronic ballots may be distributed and casted. The decision to permit such voting mechanism rests on a majority vote of the Executive Council of the Society.

Section 7: A vacancy of office caused by unavailability of the officer shall be filled by appointment of the President and approval of the Executive Council of the Society till the next election for the office.

ARTICLE NINE: MEMBERSHIP AND DUES

Section 1: The membership dues of the Society shall refer to the section on membership dues in the Bylaws of the Society.

Section 2: The membership once obtained shall be continued until the individual (a) requests inactive membership status without loss of continuity in good standing; or (b) requests withdrawal; or (c) is automatically withdrawn due to non-payment of membership dues; or (d) is expelled by the Executive Council (pursuant to Section 5 of this Article).

Section 3: An individual whose membership is terminated by expulsion shall not be eligible for reinstatement. All others may be reinstated upon payment of dues.

Section 4: The Society reserves the right to deny or discontinue membership of any individual

convicted of a felony crime which, by federal and state laws, renders that the individual is ineligible to be a member of the Society.

ARTICLE TEN: RULES OF ORDER

Section 1: All official meetings of the General Assembly and the Executive Council of the Society shall be conducted in accordance with Roberts' Rules of Order unless a motion is passed to suspend such rules in part or in full. Questions and discussion of procedure not covered by this Constitution and Bylaws shall be decided by the Executive Council with consultation of the most current volume of Roberts' Rules of Order.

ARTICLE ELEVEN: AMENDMENTS

Section 1: This Constitution may be amended at an official meeting of the General Assembly or by using other communication mechanisms (electronic voting) and the procedures set forth in the Bylaws. An affirmation vote equivalent to two-thirds of the members including electronic voting shall be required for amendment. No electronic vote shall be valid beyond 20 days after official notification. All voting ballots including electronic vote and on site vote shall be casted together as the final vote. The General Assembly voted amendment requires a clear majority.