

Special Interest Groups

Bylaws as Approved by Executive Council July 2011

This section is in the Constitution:

5. Special Interest Groups

The Association encourages the creation of Special Interest Groups (SIGs) and provides a set of rules and procedures for their creation, maintenance and dissolution; specifies their responsibilities; affords resources for their activities; and regulates their relationship to the Association.

5.1. Administration

Authority for all matters involving SIGs shall rest with the Executive Council, which has the authority to approve their creation, set policies for their activities, review their financial activities, and determine when they are in violation of IACCP goals, principles, and Bylaws.

5.2. Representation

Duly constituted SIGs with memberships of 10% or more of the total Association membership or 50 Members, whichever is less, may each have one non-voting seat on the Executive Council.

5.3 Reporting

The Chairperson of each SIG, or his/her designated representative, will give a report on SIG activities to the Executive Council at each biennial Congress.

Special Interest Group Bylaws

Special Interest Groups (SIGs) accommodate diversity with IACCP by allowing groups of individuals to conduct activities related to their shared interests, providing a higher level of involvement in the activities of the Association, and supporting scholarly activity in a broad domain of psychology and culture studies. SIGs must act within the IACCP Constitution and Bylaws and may not engage in activities that conflict with these documents. The Executive Council has the authority to determine if a SIG's activities are appropriate to the Association. SIGs may not obligate the Association to financial commitments, publish print or electronic documents without approval of the Council, or license or certify its members in any way.

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1. Creating a Special Interest Group

1.1. Criteria for establishment of a SIG

A SIG must be defined broadly within the goals and purposes of the Association and are expected to engage in activities consistent with these goals and purposes. A SIG may not be formed based on regional membership, but may represent regional scientific research interests or expertise.

1.2. Proposing a SIG

Members who wish to form a SIG should submit to the Secretary-General:

- (a) A mission statement describing the SIG's unique scientific niche within IACCP
- (b) At least 10 signatures of paid-up members for preliminary approval

The Secretary-General will review these items and submit them to the Council for preliminary approval.

1.3 Approval

Upon approval by the Council, the new SIG will elect a Chair and Secretary one year and must reach the minimal membership criterion within two years.

2. Membership and Chairpersons

2.1. Membership

Members of SIGs must be members of the IACCP and must pay SIG dues to the IACCP Treasurer to maintain membership in a SIG. SIGs may not establish exclusionary criteria for membership. Members may belong to more than one SIG, but membership in a SIG is not required. IACCP will maintain a membership subscription system through which members join a SIG and pay SIG dues.

2.2. SIG dues

The Association will establish membership dues for SIGs, and dues will be identical for all SIGs. Dues will be kept to a sufficiently low amount that a sliding dues scale is not necessary. SIG dues will be paid to the IACCP Treasurer and granted to the SIG based on specific requests, held by the Association and duly accounted for.

2.3. Minimal membership

The minimal membership size of a SIG is 25 members.

2.4. SIG leadership

Each SIG shall have a Chair and a Secretary. Division of duties, as specified in other sections of these Bylaws, shall be divided among these two officers and other SIG members as decided within the SIG. The Chair and Secretary will be selected by SIG members of IACCP in good standing prior to the biennial General Assembly, and shall not serve for more than 2 consecutive 2-year terms.

3. Rights and Privileges

3.1. Representation on Council

Duly constituted SIGs with memberships of 10% or more of the total Association membership or 50 members, which is less, may each have one non-voting seat on the Council.

3.2 Congress activities

Each SIG is allocated at least one biennial Congress time slot(s) for a symposium or other activity if the SIG was organized at least 18 months prior to the Congress. Additional sessions are allocated on the basis of the number of IACCP members active in the SIG. Arrangements for Congress activities must be coordinated with the local organizing committee. Fair, objective, and professional procedures must be followed in the selection of

papers, speakers, symposia and other activities. The SIG Chairperson and or the SIG members are responsible for developing and assuring the quality of their SIG's program. SIGs may organize preconferences, postconferences and workshops with the approval of the Council and the local organizing committee. Such activities are expected to be self-supporting.

3.3. Support from Association

IACCP will provide web, discussion list, membership list, and dues collection resources. The IACCP Directory will facilitate search by SIG, and indicate SIG memberships.

4. Responsibilities

Each SIG shall:

- (a) Maintain a membership list. This list may be maintained using the IACCP Directory.
- (b) Present a report of membership and activities at the biennial Congress. This report may be published in the Bulletin or placed on the Association web site, or SIG subsite.

5.3 Reporting

The Chair of each SIG, or his/her designated representative, will give a report on SIG activities to the Council at each biennial Congress.

- (c) Maintain the minimal number of members, as indicated in Section 2.3.
- (d) Elect chairpersons as indicated in Section 2.4.
- (e) Conduct an activity at least once every 2 years.

SIGs may not maintain their own web sites, discussion lists, or publish print or online materials outside of IACCP.

5. Probationary Status and Dissolution of SIGs

If SIG membership falls below the required minimal membership at the beginning of the biennial Congress, or does not meet its other responsibilities as specified in Section 4, it will be placed on probation for 2 years.

If a SIG does not raise its membership or meet its specified responsibilities after two years of probation, it will be dissolved. Upon dissolution, SIG funds will be transferred to the IACCP general fund.