

THE INTERNATIONAL UNION OF PSYCHOLOGICAL SCIENCE (IUPsyS)

Revised Statutes and Rules of Procedure as adopted by
the Assembly July 2012

STATUTES

Section I. Nature, Mission and Objectives of the Union

Article 1. The International Union of Psychological Science is an organization comprised of National Members, as defined in Article 9.

Article 2. The Union has a legal venue in Montréal, Canada.

Article 3. (i) The Union adheres to the International Council for Science (ICSU) and recognizes it as providing a coordinating and representative body for the international organization of science.

(ii) The Union adheres to the ICSU principle of the Universality of Science embodying free and responsible practice of science, freedom of movement, association, expression and communication for scientists, as well as equitable opportunities for access to science and its benefits, access to data, information and research material; and actively upholds this principle, by opposing any discrimination on the basis of such factors as ethnic origin, religion, citizenship, language, political stance, gender, sex, sexual orientation, or age.

Article 4. The Union adheres to the International Social Science Council (ISSC) and recognizes it as providing a coordinating and representative body for the international organization of the social sciences.

Article 5. The mission of the Union is the development, representation and advancement of psychology as a basic and applied science nationally, regionally, and internationally.

Article 6. The objectives of the Union shall be as follows:

- (a) To enhance and promote the development of the science and profession of psychology.
- (b) To exchange ideas and scientific information between psychologists of different countries.
- (c) To organize the International Congresses of Psychology and other meetings on subjects of general or special interest in psychology.
- (d) To contribute to psychological knowledge through publishing activities.
- (e) To foster the exchange of publications and other communications among different countries.
- (f) To foster excellence in standards for education, training, research and the applications of psychology.
- (g) To enable the development of psychological scientists and national associations through capacity building activities.
- (h) To foster international exchange, especially among students and young researchers.
- (i) To collaborate with other international, regional, and national organizations in matters of mutual interest.

Article 7. The Union may receive subsidies or donations from governments and from private

or other sources for its general functioning or for the accomplishment of any special tasks that are in accordance with the objectives set out in these Statutes.

Article 8. (i) No limit shall be set to the duration of the Union. Its dissolution shall only be decided by a two-thirds vote of the Assembly, whether at a meeting or by mail ballot.

(ii) In the event of the dissolution of the Union, any remaining assets shall be transferred to the International Psychology Development Fund, or should the Fund no longer exist, to an international organization of psychology whose objectives are compatible with the aim of the Union.

Section II. Membership of the Union

Article 9. (i) The Union shall consist of National Members, not more than one member organization coming from any one country. Such a National Member shall be a national society of scientific psychology, regularly established, or a federation or association of such societies, or, alternatively, a national academy of science, national research council, or similar organization.

(ii) The term 'country' shall be understood to include dominions, protectorates, and non-autonomous territories in which independent scientific activity in psychology has been developed. Federated states shall be considered single countries.

Article 10. (i) Members of the Union shall be admitted by the Assembly according to procedures specified in Article 16.

(ii) With the consent of the Assembly, the National Member for a country may change from one organization to another.

(iii) Membership shall take effect upon payment of the first year annual dues.

(iv) A National Member is in good standing when its annual dues receivable in December 31 of the most recent full calendar year are paid-up.

(v) National Members shall be entitled to send Delegates to the Assembly. The number of Delegates shall be determined as specified in the Rules of Procedure.

(vi) Only the Delegates of National Members in good standing shall be entitled to vote at meetings of the Assembly.

Article 11. (i) Each National Member of the Union shall pay annual dues in accordance with the Category to which the Member belongs. The Categories and dues shall be defined in the Rules of Procedure.

(ii) Membership Categories shall be assigned according to a transparent system, based on criteria specified in the Rules of Procedure.

(iii) The Executive Committee may authorize that a National Member be temporarily placed in a non-voting Observer status (Category O). These Members shall pay no annual dues, do not vote on issues, and have an observer status at meetings of the Assembly. They shall be otherwise Members of the Union, and shall be provided with regular services to Members. This shall be an exceptional form of membership accorded in the expectation that such Members shall eventually become regular dues-paying Members within three years.

(iv) The Assembly can change the dues by a two-thirds vote.

Article 12. (i) The membership of any National Member in the Union may be terminated either:

(a) by resignation subject to a one year notice, or

(b) by non-payment of three annual dues, whether in successive years or not, providing that the Member concerned has been given annual notices of dues receivable, and a final notice that termination of its membership is to be considered by the Assembly,

or:

- (c) by a vote of exclusion adopted by not less than a two-thirds vote of the Assembly, after particulars have been presented and an opportunity given for a hearing.
- (ii) A National Member whose membership has terminated shall forfeit all claim to any funds in the treasury of the Union or any other assets of the Union.

Section III. Affiliation

Article 13. The following kinds of international organizations of scientific psychology may be given the title of 'Affiliated Organization' by a vote of the Assembly:

- (a) worldwide or regional international organizations whose members are individuals, and
- (b) regional international organizations whose members are national associations.
- (c) Each organization accepted as an Affiliated Organization shall be invited to send an observer with no voting rights to meetings of the Assembly.

Article 14. The Union may become affiliated with international scientific organizations whose objectives are in accordance with Article 6 of the Statutes.

Section IV. Administration of the Union

Article 15. (i) Ultimate authority for the Union shall be vested in the Assembly, which consists of Delegates of the National Members and of elected Executive Committee members, each representative having equal power in discussion and voting. The Assembly shall meet biennially, normally at the occasion of an international congress.

(ii) In the event that a Delegate from a National Member to the Assembly becomes a member of the Executive Committee, that National Member shall be entitled to an additional Delegate to the Assembly.

(iii) At least three months' notice shall be given of the time, place and business to be transacted at a meeting of the Assembly. New items of business may be placed on the agenda by a two-thirds vote at the time of the meeting.

Article 16. The duties and powers of the Assembly shall be:

- (a) To elect in accordance with the Rules of Procedure, a President and a Vice-President for a term beginning at the close of an International Congress of Psychology and continuing to the close of the next International Congress of Psychology. The President and the Vice-President shall not be eligible for immediate re-election to the same office. They must be elected by an absolute majority of the Delegates to the Assembly present and voting.
- (b) To ratify in accordance with the Rules of Procedure, the appointment of a Secretary-General and a Treasurer.
- (c) To elect in accordance with the Rules of Procedure, ten regular members of the Executive Committee.
- (d) To elect, exclude and revise categories of National Members as provided in Articles 10 and 11.
- (e) To receive the reports of the auditors.
- (f) To receive the Treasurer's report on current finances and a forecast of finances for the next two years.
- (g) To determine the time and place of the next meeting of the Assembly, subject to change by the Executive Committee in case of necessity.
- (h) To decide all matters relating to these Statutes. Alterations or amendments to these Statutes shall require a two-thirds vote, subject to Article 17.

- (i) To establish Rules of Procedure.

Article 17. (i) Quorum for the Assembly shall be achieved when at least one-half plus one of the National Members entitled to vote are present.

(ii) Except as otherwise required by the Statutes or Rules of Procedure, questions coming before the Assembly shall normally be decided by a simple majority of those delegates present and entitled to vote.

(iii) When the Assembly is not in session, or if quorum at a meeting is not reached, the President may arrange for voting by mail ballot. Approval of an issue voted upon by mail ballot shall not be valid unless at least one-half plus one of the possible votes are received.

(iv) Mail ballots may be conducted by post, fax, or email, or another recognized form of written communication.

Article 18. (i) For administering the affairs of the Union there shall be an Executive Committee.

(ii) The Executive Committee shall be composed of ten regular members elected by the Assembly, five Officers of the Union and an Executive Officer, *ex officio*.

(iii) The Officers of the Union are the President, Vice-President, Secretary-General, Treasurer and Past President.

(iv) Of the ten regular members, at least eight shall be chosen from the Assembly, not more than one from any one country. These shall be elected in accordance with the Rules of Procedure at a meeting of the Assembly held at the time of an International Congress of Psychology, and shall serve until the close of the next International Congress of Psychology.

(v) No elected member of the Executive Committee except the President, Vice-President and Past President may serve on the Executive Committee for more than eight consecutive years.

(vi) All elected members of the Executive Committee shall be voting members of the Assembly.

(vii) The President of the Union shall be Chair of the Executive Committee. The President, the Vice-President, and the Past President shall be members of the Executive Committee.

(viii) The Executive Committee shall meet annually.

(ix) The Executive Committee shall have the power in exceptional circumstances to remove from office or from the Executive Committee any member whose conduct is judged to be unacceptable. The President or Vice President appoints a three person committee to investigate the situation and to provide a report to the Executive Committee with their recommendations within no more than 30 days. Any decision must be supported by a two thirds vote of the Executive Committee.

Article 19. The duties and powers of the Executive Committee shall be:

- (a) To recommend to the Assembly at the time of an International Congress of Psychology, in accordance with the Rules of Procedure, not necessarily from among the delegates to the Assembly, a Secretary-General and a Treasurer. These shall be voting members of the Executive Committee and *ex officio* non-voting members of the Assembly. They shall serve from their appointment until the close of the next International Congress of Psychology.
- (b) To ratify the appointment of an Executive Officer upon recommendation of the Officers, in accordance with the Rules of Procedure.
- (c) To approve the annual budget.
- (d) To monitor the progress on the organization of International Congresses of Psychology and other activities conducted under the auspices of the Union.
- (e) To call a special meeting of the Assembly in an emergency, and to alter the time and place of a regular meeting as provided for in Article 16 (g).

- (f) To present a report to each meeting of the Assembly.
- (g) To appoint members of the Standing Committees and to establish and appoint members to committees and work groups.
- (h) To appoint annually the auditors and to review the reports of the auditors.
- (i) In general, subject to the superior authority of the Assembly, to make all decisions necessary for the operation of the Union and the realization of its aims, in the intervals between meetings of the Assembly.
- (j) To delegate to an Officer or the Officers to act on its behalf.

Article 20. There shall be a Standing Committee on Capacity Building, A Standing Committee on Publications and Communications, and a Standing Committee on Strategic Planning.

Article 21. The duties and powers of the President shall be:

- (a) To preside at all meetings of the Assembly, Executive Committee and Officers. If the President is unable to do so, the Vice-President shall preside. If both are absent, the Assembly shall choose its own presiding officer.
- (b) To coordinate strategic planning and implementation of strategic priorities
- (c) To appoint chairs of committees and work groups in consultation with the Secretary-General
- (d) To represent the Union generally and as required by the Executive Committee and Officers
- (e) To perform the customary duties of her or his office.

Article 22. The duties and powers of the Secretary-General shall be:

- (a) To authorize particular expenditures in accordance with the adopted budget and general instructions from the Executive Committee.
- (b) With the approval of the President of the Union, to call meetings of the Executive Committee or to arrange for a vote of its members by mail ballot.
- (c) To prepare the agenda for meetings of the Assembly and of the Executive Committee in consultation with the President.
- (d) To oversee the Union's archives.
- (e) To collaborate with the President on strategic planning and implementation of strategic priorities
- (f) To serve as the Union's authorized signatory for contracts and legal documents
- (g) To oversee the activities of the Secretariat, including supervision of the Executive Officer, providing an annual performance review of the Executive Officer, and periodic reports to the Officers and Executive Committee
- (h) In general, to perform the customary duties of his or her office, and to represent the Union as required by the Executive Committee or Officers.

Article 23. The duties and powers of the Executive Officer shall be:

- (a) To manage the routine activities of the Secretariat
- (b) To manage the logistics and information required for Officer, Executive Committee and Assembly meetings, including, in consultation with the Secretary-General, disseminating calls for information, collating, and disseminating the agenda and agenda materials
- (c) To attend Officer, Executive Committee and Assembly meetings, and other meetings as assigned by the Secretary-General, taking and disseminating minutes from those meetings
- (d) To manage the Union's website, including regularly scheduled updates and production of new material

- (e) To produce, edit and disseminate the Union's Newsletter.
- (f) To produce and disseminate the Union's Bulletin
- (g) To perform such other duties as may be assigned by the Secretary-General from time to time.

Article 24. The duties and powers of the Treasurer shall be:

- (a) To keep the accounts of the Union.
- (b) To bank all dues, subsidies and donations.
- (c) To present a budget and statement of accounts annually to the Executive Committee, and to each meeting of the Assembly.
- (d) To make payments on the authority of the Secretary-General in accordance with the budget.
- (e) To collect dues annually from the National Members.
- (f) To collaborate with the auditors in the conduct of the annual audit.

Article 25. In the extraordinary event that an International Congress of Psychology is cancelled or postponed or if a quorum is not attained at the Assembly, the Officers and other members of the Executive Committee shall continue to serve until the next Assembly at which time elections shall be held and appointments made. Those elected and appointed in this manner shall serve until the close of the next International Congress of Psychology.

Article 26. Dual Service Policy

Dual service is allowed:

- as Board member in two or more organizations
- as an Officer in one and Board member in another

Dual service is precluded

- as an Officer in IUPsyS and an Officer in any other organization with which IUPsyS has substantial shared commitments to collaborative activities.

RULES OF PROCEDURE

Section I. Organization of International Congresses of Psychology

1. The interval between two International Congresses of Psychology shall normally be four years unless the Assembly decides otherwise.
2. International Congresses of Psychology shall be held under the auspices of the Union, which shall delegate the detailed organization of each Congress to the National Member in whose country it is held, in accordance with the following procedure:
 - (a) The President of an International Congress of Psychology shall be a psychologist who, except under special circumstances, is a resident of the country in which the Congress is held. The choice of President shall be made after consultations between representatives of the National Member and the President, Vice-President and Secretary-General of the Union.
 - (b) In advance of each International Congress of Psychology, all National Members shall be consulted on topics for the scientific program. The choice among the topics suggested shall be made by the Scientific Program Committee of the Congress.
 - (c) The President of the Union, in consultation with the Executive Committee, shall appoint a delegate to have advisory and liaison functions to an International Congress of Psychology; the delegate appointed by the Union should participate in the planning of the Congress and be an ex officio member of the Executive Committee (or equivalent) and the Scientific Program Committee of the Congress.

- (d) The Union may aid in the preliminary financing of each International Congress of Psychology by advancing a loan of funds where necessary to a maximum of USD10,000. Such funds are to be repaid when the financial accounts of the Congress have been finally audited to the extent there is a surplus (of Congress revenues over Congress expenditures). Any surplus determined by the audit must be reported to the Treasurer of the Union.
- (e) There shall be a written contract between the Union and the National Member, or the organization established by the National Member to organize the Congress. Normally, this contract shall be signed by the respective parties within 12 months of the decision by the Assembly to award a Congress to a National Member. The contract shall include specification of how any surplus will be shared between the parties.

Section II. Membership Categories, Assembly Delegates and Dues

1. For each country, the category assignment system is based on the country's economic resources and population, the population of Psychologists in the country and the number of Psychologists represented by the adhering body, and the state of development of Psychology in the country.
The Executive Committee shall establish specific means to determine the measurement of these criteria at least once per quadrennium and report outcomes to the Assembly.
2. As determined by the measurement of the criteria specified in II(1) above, there shall be six dues-paying categories plus non-dues-paying Category O.
3. The categories and their respective Assembly Delegates and Dues are:
 - Category 1 – 1 Delegate; Annual dues \$125
 - Category 2 – 2 Delegates; Annual dues \$775
 - Category 3 – 2 Delegates; Annual dues \$1550
 - Category 4 – 2 Delegates; Annual dues \$4650
 - Category 5 – 2 Delegates; Annual dues \$6200
 - Category 6 – 2 Delegates; Annual dues \$15500
4. (i) For each quadrennium, one year prior to the Assembly at an ICP, the Treasurer shall prepare a budget based, in part, on the expected dues revenue from the National Members. After consideration of this budget, the Executive Committee shall make a recommendation regarding the dues amounts for each of the dues-paying membership categories. The Secretary-General shall send this recommendation to the delegates of the National Members who will be called upon to vote on this recommendation at the Assembly.
 - (ii) The annual dues payment shall be receivable on the first of January of the year to which it applies.
 - (iii) The Executive Committee may, in special cases, make different arrangements regarding the dues of a National Member. Such arrangements are normally valid for one year only; any extended prolongation would call for a revision of the Category status of that National Member.

Section III. Nominations and Elections

1. At a meeting between two International Congresses of Psychology the Assembly shall set up an Elections Committee. It shall consist of the Past President (ex officio) as Chair and two persons elected by the Assembly at that meeting. No member of the Elections Committee can be a candidate in the election under the purview of this Committee.
2. At least 9 months in advance of an International Congress of Psychology, the Secretary-

General shall request nominations for President, Vice-President, and Executive Committee members from National Members holding voting rights in the Assembly. Each nomination must be accompanied by a one-page *curriculum vitae* of the person nominated and by a signed statement expressing that person's agreement to be nominated and to serve if elected. Nominations shall be submitted to the Chair of the Elections Committee by a deadline to be set by the Secretary-General and no less than seven months in advance of an International Congress of Psychology.

3. The Elections Committee shall collate all nominations received. Upon unanimous decision, it may request additional information on a nomination.
4. At least 5 months in advance of an International Congress of Psychology, the Elections Committee shall send a first report to National Members. This report shall include full documentation on all nominations received in good order. A National Member may request the Elections Committee to provide further information on a nomination.
5. The Assembly may not receive additional nominations at the time of its first session during an International Congress of Psychology, except when there are fewer than two nominations for a particular position. In that case, the Elections Committee shall present an updated second report to the Assembly at the beginning of its second session during that International Congress of Psychology.
6. Election of the President, Vice-President and Executive Committee members shall be in accordance with the following procedures:
 - (a) All elections shall be conducted by secret ballot; each Delegate entitled to vote in the Assembly has as many votes as positions to be filled in a ballot.
 - (b) Should additional nominations be required, these shall be from among Delegates in the Assembly and must be nominated by an Assembly Delegate and seconded by at least one further Assembly Delegate at the first session of the Assembly during an International Congress of Psychology. In order to be valid, each nomination must include a 1-2 page *curriculum vitae* and the written agreement by the person nominated in accordance with Rule III.2 above.
 - (c) If additional nominations are required, following completion of these nominations, the Elections Committee shall present a final report at the second Assembly session.
 - (d) Subject to paragraph (h), election of the President and Vice-President shall take place immediately after the report of the Elections Committee.
 - (e) The President and Vice-President shall be elected by a simple majority of the votes cast, and may require multiple ballots, with the name of the previous lowest standing candidate removed from the list of names on each successive ballot.
 - (f) After the election of the President the Vice-President shall be elected. Duly nominated candidates who are not elected for President are automatically added to the list of candidates for Vice-President should they consent and if eligible for that office, or to the list of candidates for the Executive Committee should they consent and be eligible by virtue of not having already served eight consecutive immediately prior years on the Executive Committee.
 - (g) Election of eight members of the Executive Committee from the Assembly shall take place immediately after election of the President and Vice-President. Duly nominated candidates who are not elected for Vice-President are automatically added to the list of candidates for the Executive Committee should they consent and if they have not already served eight consecutive immediately prior years on the Executive Committee. If in the election of these eight members of the Executive Committee two or more candidates from the same country receive an absolute majority of votes, only the candidate with the highest number of votes shall be elected.
 - (h) The eight members elected under (g) shall be elected in no more than two ballots.

In the first ballot a member is elected by absolute majority of votes. If a second ballot is necessary in order to obtain sufficient members, the second ballot will consist of no more than twice as many candidates as the number of positions to be filled in the second ballot. For this second ballot the remaining list of candidates is reduced to this number by striking out any candidate coming from a country already represented among those elected in the first ballot; if necessary, the number of candidates for the second ballot is reduced further by striking out those who received the lowest number of votes in the first ballot. In this second ballot those with the highest number of votes shall be elected.

In the event of a tie vote for the last remaining position to be elected under (g), only the candidates who are tied shall be submitted to the Assembly for an additional ballot. Should there still be a tie, only those candidates now tied shall be submitted to the Assembly for a second additional ballot. Should that ballot result in a tie, the President shall determine the outcome by the toss of a coin.

- (i) Two additional members of the Executive Committee, for a total of ten members, shall be elected in two separate ballots after election of eight members described in paragraph (g). These two members shall enable greater representativeness of the Executive Committee according to geography and gender and such other criteria as the Assembly may specify as relevant prior to receiving nominations for these positions. Following the discussion and a brief recess, nominations for these two positions shall be received if each is made by the joint proposal of at least four other members of the Assembly present and voting at its second session. Candidates for these two additional members of the Executive Committee may be drawn from outside the Assembly.

These two members shall be elected successively. After all the nominations are received for the two positions, a ballot shall be taken and the nominee with the highest number of votes shall be deemed elected. Then, without further discussion, a second ballot shall be taken among the remaining nominees, and that person receiving the highest number of ballots shall be deemed elected.

- (j) The two members elected under (i) shall be elected by the highest number of votes. In the event of a tie vote for a position to be elected under (i), only the candidates who are tied shall be resubmitted to the Assembly for an additional ballot. Should there still be a tie, only those candidates now tied shall be re-resubmitted to the Assembly for an additional ballot. Should that ballot result in a tie, the President shall determine the outcome by the toss of a coin.
- (k) No speeches favoring any candidate shall be made although factual information of a biographical nature may be presented with respect to candidates to be elected when deemed desirable by the President and when Assembly members ask for it. Each candidate for President and Vice-President shall be provided the opportunity to make a brief statement to the Assembly immediately following the Election Committee's final report at the second Assembly session. The President shall ensure that no statement exceeds three minutes.

Section IV: Nomination and Ratification of Secretary-General and Treasurer

1. At least nine months in advance of an International Congress of Psychology, the President shall request nominations for Secretary-General and Treasurer from National Members holding voting rights in the Assembly and from members of the Executive Committee. Each nomination must be accompanied by a one-page *curriculum vitae* of the person nominated and by a signed statement expressing that person's agreement to be nominated and to serve if elected. Nominations shall be submitted to the President no less than one month in advance of an International Congress of Psychology.

2. The Outgoing Executive Committee meeting prior to the Assembly shall receive the nominations and make a single recommendation for each Office.
3. At the first/second session of an Assembly at the time of an International Congress of Psychology, the Outgoing Executive Committee shall submit the recommendation for each office to the Assembly for a ratification vote.
4. Ratification shall require an affirmative vote from a majority of the ballots cast for each recommendation.
5. If the recommendation for a particular office does not receive an affirmative vote, the Outgoing Executive Committee shall meet between the two Assembly sessions and make a further recommendation for ratification at the second session of the Assembly.

Section V. Assembly Business

1. The Assembly during an International Congress of Psychology shall normally meet for at least two sessions on two separate days.
2. The Assembly meeting between International Congresses of Psychology shall normally meet for a single session. The President may determine that a second session is required and the notice of the meeting sent to all National Members required by Article 15 of the Statutes shall so specify.
3. A motion for termination of the membership of any society or association in the Union shall be made the first order of business. The vote on such a motion shall take effect immediately.

Section VI. Strategic Plan

1. The Union shall function on the basis of a Strategic Plan and the process of strategic planning shall be a fundamental principle for the Union's governance and management.
2. At each Assembly, the Executive Committee shall submit a progress report on the Strategic Plan as well as any proposed revisions. The Assembly shall consider the report and any proposals.
3. At the first meeting of the Executive Committee at the start of a new quadrennium, the President shall propose appointments of Executive Committee members to committees, work groups and other duties to enable implementation of the strategic plan. The President may also propose participation of non-members of Executive Committee to committees and work groups. The terms of reference of standing committees, other committees, and work groups shall be adopted by the EC, consistent with the mission and objectives of the Union, and strategic priorities.
4. At the first meeting of the Executive Committee at the start of a new quadrennium, the President together with the Secretary-General shall propose to the Executive Committee a chair for each work group, person(s) responsible for special activities to be conducted under Union auspices, and representatives to external organizations. If the chair of a work group or person responsible for a special activity is not an Executive Committee member, an Executive Committee liaison for the work group or special activity shall also be proposed.