



CONSTITUTION

NOTE

The original version of this Constitution was adopted at the last General Meeting of the International Association of Applied Psychology in Athens on July 20, 2006.

The present version includes all amendments made to the Constitution since its adoption in 2006, up to and including 2016. It was ratified by the Board of Directors in Yokohama, Japan on July 26, 2016.

ARTICLE 1: MISSION

Section 1.01: The mission of the International Association of Applied Psychology (IAAP) shall be to promote the science and practice of applied psychology and to facilitate interaction and communication among applied psychologists around the world.

ARTICLE 2: ACTIVITIES

Section 2.01: The activities of the Association shall include sponsoring periodic international and regional congresses, establishing committees or working groups for the study of particular problems, disseminating information through printed and electronic communication, and such other activities as may be approved by the Board of Directors or the Board of Officers.

Section 2.02: The administrative language shall be English, but with the approval of the Board of Officers, additional languages may be permitted for presentations at the IAAP Congresses and regional conferences at the discretion of the local organizing committee.

ARTICLE 3: GOVERNANCE

Section 3.01: The Board of Directors, broadly representative of the membership, determines Association policies and has final authority over the affairs of the Association.

Section 3.02: The Board of Officers, which serves as the Executive Committee of the Board of Directors, administers the operations of the Association under the oversight of the Board of Directors.

ARTICLE 4: MEMBERSHIP

Section 4.01: Membership categories. The Association shall consist of five categories of members: (1) Full Members; (2) Fellows; (3) Student Members; (4) Honorary Members; and (5) Alliance Members¹.

Section 4.02: Full Members of the Association shall be psychologists who are eligible for membership in their national or regional psychological organizations.

Section 4.03: A Fellow shall be a distinguished psychologist who has made substantial contributions to applied psychology. Candidates for Fellow status must be qualified for Full Member status in IAAP and must have at least five years of professional experience. A Fellow is also a Full Member and pays the same dues as other Full Members unless the Board of Directors directs otherwise.

Section 4.04: A Student Member shall be a student in good standing in an appropriate academic program.

Section 4.05: The Board of Directors may designate, as an Honorary Member, an individual who, although not a psychologist, has made outstanding contributions to applied psychology.

Section 4.06: An individual who becomes associated with IAAP through a Tandem Alliance Agreement or other alliance arrangement shall be designated as an Alliance Member, and shall have the benefits specified in the Tandem Alliance Agreement, but shall not be voting members of IAAP².

Section 4.07³: All new applications for Membership will be processed by the Secretary-General. The annual dues for membership shall be fixed by the Board of Directors.

ARTICLE 5: TERMINATION OF MEMBERSHIP

Section 5.01: Membership in the Association shall be brought to an end by (a) resignation, (b) non-payment of dues for three consecutive years, or (c) by a decision of the Board of Directors in the best interests of the Association. An individual whose membership has been terminated shall be notified of the termination, and may appeal that decision in writing to the Board of Directors.

ARTICLE 6: AFFILIATE ORGANIZATIONS

Section 6.01: The Board of Directors may accept, as an Affiliate Organization, any national, regional, or international psychological organization with purposes consistent with those of IAAP. Affiliate organizations may, with the approval of the Board of Officers, participate in IAAP activities.

ARTICLE 7: BOARD OF DIRECTORS

Section 7.01: The Board of Directors shall have final authority over the affairs and funds of the Association. Members of the Board of Directors must be Full Members in

good standing. The President of the Student Division shall serve *ex officio* on the Board of Directors.

Section 7.02: The Board of Directors shall consist of the Officers of the Association, i.e., the President, the President-Elect, the Past-President, the Secretary-General, the Treasurer, and any additional officers approved by the Board of Directors; the Presidents and Presidents-Elect⁴ of the Divisions; and not less than 24 and not more than 45 Members-at-large.

Section 7.03⁵: The terms of office for the Division Presidential Officers shall be as follows: Division Presidents shall serve for 4 years and shall not be eligible for re-election; Division Presidents-Elect and Division Past-Presidents shall serve for 2 years and shall not be eligible for re-election. The term of office of Division Past-Presidents shall end 2 years after the end of the last International Congress of Applied Psychology and the term of office of Division Presidents-Elect shall begin at the end of the term of office of Division Past-Presidents.

Section 7.04⁶: Members-at-Large shall serve terms lasting up to 4 years, and shall be eligible for re-election for one additional 4-year term.

Section 7.05⁷: The number of consecutive years one can serve as member of the Board of Directors shall be a maximum of 10 years, including years of service as Member-at-Large, Division President and Division President-Elect, and excluding years of service as Officer of the Association.

ARTICLE 8: BOARD OF OFFICERS

Section 8.01: The Board of Officers shall consist of the President, President-Elect, Past-President, Secretary-General, and Treasurer and any additional officers approved by the Board of Directors for specific functions. Members of the Board of Officers shall be *ex-officio* voting members of the Board of Directors.

Section 8.02: On the recommendation of the Board of Officers, the Board of Directors may appoint one or more additional members to the Board of Officers to carry out specific functions needed by the Association. Such additional officers will serve for the period approved by the Board of Directors.

Section 8.03⁸: The terms of office for the Presidential Officers shall be as follows: The President shall serve for 4 years and shall not be eligible for re-election; the President-Elect and the Past-President shall serve for 2 years and shall not be eligible for re-election. The term of office of the Past-President shall end 2 years after the end of the last International Congress of Applied Psychology and the term of office of the President-Elect shall begin at the end of the term of office of the Past-President.

Section 8.04⁹: The Secretary-General and the Treasurer shall serve for 4 years, and may be re-elected for one additional 4-year term. The terms of office of the Secretary-General and the Treasurer shall be staggered so that they overlap for periods of 2 years.

Section 8.05¹⁰: The number of consecutive years or terms one can serve as Officer shall be as follows: a maximum of 8 consecutive years or two consecutive terms, not counting the years or the terms as presidential officers (be it as President-Elect, President or Past-President.).

Section 8.06¹¹: The Board of Officers, serving as the Executive Committee of the Board of Directors, shall exercise general administrative management of the affairs of the Association.

Section 8.07¹²: In the intervals between meetings of the Board of Directors, the Board of Officers shall have the authority to take such actions as are necessary for the conduct of the Association's business. Actions taken on behalf of the Board of Directors between regular meetings shall be reported to the Board of Directors at the next regular meeting and are subject to confirmation by the Board of Directors.

ARTICLE 9: ELECTIONS

Section 9.01: Board of Officers. The Board of Directors shall select a list of candidates for President-elect to be submitted to the IAAP general membership (dues-paid Full members and Fellows) for a vote. The Board of Directors shall elect, according to rules of procedure that it shall determine, a Treasurer and a Secretary-General. Those officers, along with the President and Past-President and any additional officers approved by the Board of Directors for specific functions shall comprise the Board of Officers. The President-Elect cannot be from the same continent as the President.

Section 9.02: Board of Directors: New Members-at-large of the Board of Directors shall be chosen from among Full Members and Fellows of the Association in good standing and elected by the current members of the Board of Directors. The Board of Directors may also select one or more Student Members to serve on the Board of Directors in addition to the President of the Student Division.

Section 9.03: Re-election. A retiring member of the Board of Directors may be considered for one re-election.

Section 9.04: Nominations. It shall be the duty of the Board of Officers to prepare for the Board of Directors a list of nominees who are dues-paid Full Members or Fellows of the Association to replace retiring members of the Board of Directors. This list shall include nominations made by members of the Board of Directors, the Presidents of IAAP Divisions, and dues-paid Full Members or Fellows of the Association. The Secretary-General shall announce the call for nominations at least 90 days prior to the election. Each nomination for the Board of Directors must be endorsed by two other dues-paid Full Members and forwarded in writing to the Secretary-General of the Association at least 45 days before the IAAP congress at which the election is to take place, together with the consent, in writing, of the nominee.

Section 9.05: Voting. The vote for the election of members of the Board of Directors shall be by secret ballot at a regularly scheduled meeting of the Board of Directors. Such meeting shall normally take place at the time and place of the International Congress of Applied Psychology.

Section 9.06: Additional Members. The Board of Officers may, at any time, recommend to the Board of Directors the election, via mail or electronic vote, of any dues-paid Full Member or Fellow of the Association as a temporary Member-at-large of the Board of Directors, either to fill a vacancy or as an addition to the Board of Directors, provided always that the total number of members of the Board of Directors does not exceed the maximum specified above. Any member so elected shall serve only until the next Board of Directors meeting, but shall then be eligible for regular election. A temporary member of the Board of Directors who retires shall not

be taken into account in determining the number of members of the Board of Directors who are to retire at such Meeting.

ARTICLE 10¹³: DIVISIONS AND INTEREST GROUPS

Section 10.01: Divisions and Interest Groups may be organized to represent major scientific and professional interests that lie within the association. The creation of an interest group shall be a prerequisite to establishing a division.

Section 10.02: An interest group may be established whenever 50 or more members of the Association petition for it and the Board of Directors approves the proposal for its creation.

Section 10.04: An interest group may be dissolved by the Board of Directors when the number of members in the interest group falls below 25 members or when the interest group votes to recommend dissolution.

Section 10.05: An interest group may submit an application to the Board of Directors to become a division four years after its creation if it has a membership of 100 members or more. The Board of Directors shall review the application according to criteria that it shall determine in the Rules of Procedure of the Association.

Section 10.06: A division may be dissolved by the Board of Directors when the number of members in the Division falls below 50 or when the Division votes to recommend dissolution. A division that is dissolved by the Board of Directors may be given the status of Interest Group with the possibility to apply for the status of Division four years later.

Section 10.07: Each Fellow and Full Member of the Association shall be entitled to join up to four divisions or interest groups. Student Members shall be entitled to join up to two divisions or interest groups in addition to the Students Division.

Section 10.08: An interest group shall have a chair, a chair-elect and a secretary. The chair may not be a national of the same country as the chair-elect. Each interest group may draw and maintain its own bylaws or rules of procedure as long as they are consistent with the Constitution and the Rules of Procedure of the Association. Interest Group bylaws or rules of procedure shall be reviewed and approved by the Board of Directors before becoming effective.

Section 10.09: A division shall have a president, a president-elect (the Students Division shall have two vice-presidents instead of a president-elect), a past-president and a secretary. It may also have other officers. The Division President-Elect may not be a national of the same country as the Division President. Each division may draw up and maintain its own bylaws and rules of procedure as long as they are consistent with the Constitution and the Rules of Procedure of the Association. Division bylaws or rules of procedure shall be reviewed and approved by the Board of Directors before becoming effective.

Section 10.10: Each year, and no later than April 1, each division and interest group shall submit to the Board of Directors a report that covers the activities of the division or interest group during the preceding year. The Secretary-General shall notify all divisions and interest groups of the report deadline no later than January 10.

Section 10.11: Each division and interest group shall be entitled to receive, from the IAAP general dues, funds to be allocated by the Board of Directors for each member

of the division or interest group in good standing with the Association. In addition, each division and interest group shall be entitled to receive funds on the basis of the activities of the previous year as well as on the basis of proposed and planned activities for the coming year. The amount of these funds shall be communicated to the divisions and interest groups by the Treasurer in October of each year on the basis of the information provided in the report submitted earlier in the year. No distribution of funds shall be made by the Treasurer to a division or interest group that has not submitted its annual report, unless authorized to do otherwise by the IAAP President.

ARTICLE 11: MEETINGS

Section 11.01: The Board of Directors shall meet regularly at each International Congress of Applied Psychology. Special meetings of the Board of Directors may take place at the occasion of the International Congress of Psychology or at such other times determined by the Board of Officers, but no elections shall take place unless a quorum exists. If a special need arises, the Board of Directors may take action by mail or electronic communication in the interval between congresses, but such actions must be ratified at the next regularly scheduled meeting.

ARTICLE 12: FINANCES

Section 12.01: Payment of expenses shall be made by the Treasurer who shall have the power to receive funds, to open banking accounts, to sign checks in the Association's name, and, with the approval of the Board of Officers, to make appropriate investment of the Association's funds. In the absence of the Treasurer, the President or the Secretary-General are authorized to approve payment of funds in the Association's name. In addition, Assistant Treasurers may be authorized by the Treasurer to carry out certain duties, provided that they work under the direction of the Treasurer. The annual dues for membership shall be fixed by the Board of Directors.

ARTICLE 13: LIFE OF THE ASSOCIATION

Section 13.01: The life of the association shall be indeterminate. The association may be chartered, registered or otherwise certified in various countries, but shall have its Secretariat at the address of the Secretary-General. The termination of the Association can only be determined by a majority vote of the Board of Directors in a General Meeting attended by at least half of the Board of Directors plus one. The Board, in considering termination, shall seek comments from the general membership at least six months in advance on the advisability of doing so.

Section 13.02: If the Board of Directors should decide to terminate the Association, it may allot the net assets of the Association to one or more public bodies recognized as being in the public interest and pursuing aims consistent with those of the Association. Such decision must be made to the membership at least 90 days prior to termination.

ARTICLE 14: AMENDMENTS

Section 14.01: Amendments to the Constitution which may be proposed by members of the Board of Directors, the Board of Officers, or any member of the Association must be submitted to the office of the Secretary General at least one

month before a meeting of the Board of Directors. Amendments approved by a two-thirds vote of the Board of Directors shall become part of this Constitution.

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¹ The number of categories of member was changed from “four” to “five” as a result of the approval of a proposed amendment to create a new category of members called “Alliance Members” at the meeting of the Board of Directors in Berlin on July 25-26, 2008. The purpose of the amendment was to make members of IAAP’s Alliance organizations members of IAAP.

² This section was added as a result of the approval of a proposed amendment by the Board of Directors in Berlin on July 25-26, 2008. The purpose of the amendment was to honor IAAP’s agreement that members of IAAP’s Alliance organizations will be members of IAAP, but without voting rights. The text of this section was approved at the meeting of the Board of Directors in Berlin on July 25-26.

³ The number of this section was changed from 4.06 to 4.07 as a result of the approval of a proposed amendment, which led to the insertion of a new section earlier in Article 4.

⁴ The insertion of “Presidents-Elect” in the text describing the composition of the Board of Direction is the result of the approval of a proposed amendment put to a vote by e-mail on October 6, 2009, and ratified by the Board of Directors at its meeting in Melbourne on July 10-11, 2010.

⁵ This section was added as the result of the approval of a proposed amendment submitted to a vote in June 2016. The proposed amendment was based on a recommendation made by the *Task Force on Terms of Office, Renewal, Succession and Rejuvenation of the Executive Committee and the Board of Directors* in a report submitted to the Board of Directors in June 2014, and approved unanimously by the Board of Directors in Paris on July 7-8, 2014.

⁶ *Idem.*

⁷ *Idem.*

⁸ This section was changed as the result of the approval of a proposed amendment submitted to a vote in June 2016. The proposed amendment was based on a recommendation made by the *Task Force on Terms of Office, Renewal, Succession and Rejuvenation of the Executive Committee and the Board of Directors* in a report submitted to the Board of Directors in June 2014, and approved unanimously by the Board of Directors in Paris on July 7-8, 2014.

⁹ This section was added as the result of the approval of a proposed amendment submitted to a vote in June 2016. The proposed amendment was based on a recommendation made by the *Task Force on Terms of Office, Renewal, Succession and Rejuvenation of the Executive Committee and the Board of Directors* in a report submitted to the Board of Directors in June 2014, and approved unanimously by the Board of Directors in Paris on July 7-8, 2014.

¹⁰ *Idem.*

¹¹ The number of this section was changed from 8.04 to 8.06 as a result of the approval of proposed amendments in June 2016, which led to the insertion of new sections earlier in Article 8.

¹² The number of this section was changed from 8.05 to 8.07 as a result of the approval of proposed amendments in June 2016, which led to the insertion of new sections earlier in Article 8.

¹³ Article 10 was entirely revised as the result of the adoption of new rules for creating a division and establishing an interest group in July 2016. The revisions of Article 10 were approved by the Board of Directors in Yokohama on July 26, 2016.