

**CONSTITUTION OF THE  
NORTH AMERICAN SOCIETY FOR SPORT MANAGEMENT**

**ARTICLE I: NAME AND PURPOSE**

Section 1: The name of this society shall be the North American Society for Sport Management (NASSM).

Section 2: General Definitions

1. “*Member*” – All categories as defined in Article II.
2. “*Officers*” – All categories of officers as defined by Article III.
3. “*Governing Board*” – Elected or appointed officers who develop and manage the strategic goals of NASSM. Details are defined by Article IV.
4. “*Executive Director*” – Professional staff hired by NASSM Governing Board to lead the operational tasks of NASSM.
5. “*Personnel*” – Professional staff hired by the Executive Director to support the operational functions of NASSM.
6. “*Sport Management*” – Broadly defined to incorporate the theoretical and applied aspects of management theory and practice specifically related to sport, leisure, physical activity, dance, and play similarly related topics.
7. “*Registered Mark*” – All official transactions and publications shall use the registered mark. The registered mark must include (at least) (a) adequate identification, (b) the date of origin, and (c) a symbol depicting the purpose of the Society.
8. “*Diversity and Inclusiveness*” – NASSM recognizes the diversity represented in its membership and seeks to be inclusive of all persons in its policies, programming, and practices. Therefore, the Society affirms the dignity and value of all people, regardless of age, ability, ethnicity, gender identity and expression, marital status, nationality, race, religion, sexual orientation, and socioeconomic status.
9. “*Standing Committees*” – a permanent committee established by the Governing Board that meets regularly.
10. “*Operational Committees*” – a short, or limited term ad hoc committee organized to address specific issues or needs of the Governing Board, Executive Director, or Personnel.
11. “*Awards Committees*” – a committee organized to review candidate proposals and offer recommendations to the Governing Board for final vote.

Section 3: The purpose of the Society shall be to promote, stimulate, and encourage study, research, pedagogy, scholarly writing, and professional development in sport management.

This statement of purpose means that the members of this Society are concerned about the theoretical and applied aspects of management theory and practice specifically related to sport, physical activity, and play as enterprises pursued by all sectors of the population.

In the furtherance of these aims and objectives, the Society shall endeavor to carry out the following functions:

- a) Support and cooperate with local, regional, national, and international organizations having similar purposes.
- b) Organize and administer meetings to promote the purpose stated above.
- c) Issue appropriate proceedings and journals.

Section 4: The Society shall conduct its activities solely to promote the above-stated purpose. This shall in no way be construed as an effort to bring about pecuniary profit.

Section 5: The fiscal year of the Society shall begin on January 1 and end on the following December 31 of the same calendar year.

Section 6: Upon the dissolution of NASSM or the winding up of its affairs, the assets of the corporation will be distributed by the Board of Governors exclusively for charitable or educational purposes or to organizations that are then exempt from U.S. federal tax under Section 501(c)(3) of the Internal Revenue Code of 1986, and to which contributions are then deductible under Section 170(c)(2) of such Code.

## **ARTICLE II: MEMBERSHIP**

Section 1: There shall be four classes of members:

- a) A *professional member* shall be an individual with residence in North America and who does not meet the criteria for any of the other three member categories as defined in this Constitution.
- b) A *student member* shall be an American, Canadian, or international individual enrolled in an institution of higher education.
- c) An *emeritus member* shall be an individual who has retired but has previously held membership in NASSM.
- d) An *international member* shall be an individual with residence in a location other than North America. International members shall have many of the same privileges and responsibilities as Professional members, Student members, and Emeriti members, including voting and the privilege of being nominated for office, other than President, Vice President, and Student Representative.

Section 2: Anyone interested in sport management theory, pedagogy, and practice shall be eligible for membership.

Section 3: The following shall outline membership expectations:

- a) Memberships are individual, not university memberships.
- b) Membership shall become effective when the Executive Director has received that year's dues.
- c) Change of terms or conditions of membership will be determined by the Governing Board.

- d) Memberships cannot be transferred.
- e) The membership duration aligns with the calendar year, which begins January 1 and ends December 31.
- f) Only those Board and Committee members whose dues are current will be eligible to remain in their position on said Board or Committee.
- g) A member in good standing has paid dues and abides by the code of ethics outlined in the Operating Codes and the other policies set by the Governing Board.
- h) Professional members, International members, and Emeritus members shall be entitled to vote on professional member business.
- i) Student members shall be entitled to vote on student initiatives. Student members do not vote on professional member business.
- j) A member can be expelled because of disciplinary action relating to breaches in the code of ethics.
- k) Disciplinary action for members not adhering to the code of ethics is outlined in the operating codes.

Section 4: The Executive Director shall recommend changes to the annual dues for the membership classifications of Professional members, Student members, Emeriti members, and International members to the Governing Board for approval.

Section 5: All annual dues are owed in U.S. funds, Canadian funds, or their equivalent.

### **ARTICLE III: OFFICERS**

Section 1: The voting officers of the Society shall include nine (9) members: President, Vice President, Student Representative, and six officers. Only Professional members may become President and Vice President. Only Professional members or International Professional members may become officers. One Student member of the Society shall serve as a voting officer in the role of Student Representative.

Professional/International members shall elect voting officers annually. There are special conditions applying to the Student Representative's post (see Section 5 below).

The Executive Director shall sit on the Governing Board as an ex officio, non-voting member to provide information/reports and receive information/direction from the Governing Board.

Section 2: Voting officer terms will be two (2) years per term, staggered between officers.

Section 3: A board member can serve two consecutive terms, and no more than eight (8) years if this includes a replacement position but must rotate off the Governing Board for at least one (1) year thereafter before being eligible for election again.

Section 4: NASSM Professional/International members shall elect the six (6)

Professional/International board member Officers via a popular vote. The Executive Director shall organize the elections so that the Officers serve staggered terms with three ending in odd-numbered years and three ending in even-numbered years.

Section 5: Terms of office shall begin at the close of the Annual General Meeting at which their election or appointment has been officially announced and terminates at the close of the annual meeting at which their successors are elected. An opportunity shall be provided for a joint meeting of the past and new officers to meet within two weeks after the Annual General Meeting.

A popular vote by NASSM's Student members shall elect a Student Representative annually for a term of one year. The Student Representative may seek re-election and serve a total of two consecutive one-year terms.

Section 6: Every officer shall exercise the powers and discharge the duties of their office honestly and in good faith. The acts of a member of the Governing Board are valid notwithstanding any defect that may afterwards be discovered in the board member's election or qualifications.

- a) The Operating Codes describe the duties and conduct of the officers.
- b) The Operating Codes outline conflict of interest, code of ethics, standard of care, and confidentiality standards.
- c) Resignation: Officers are permitted to resign from office prior to the end of their term with a written 30 days' notice.
- d) Removal: Any officer may be removed by a two-thirds (2/3) vote of the Governing Board whenever in their judgment the best interests of NASSM would be served thereby. Such removal shall be without prejudice to the contract rights, if any, of the officer so removed. The voting membership can follow the Code of Ethics operating code to guide process.
- e) Suspension: Any officer may be suspended by a two-thirds (2/3) vote of the Governing Board whenever in their judgment the best interests of NASSM would be served thereby. The suspension shall be without prejudice to the contract rights, if any, of the officer suspended. The length of the suspension also requires two-thirds (2/3) vote. The voting membership can follow the Code of Ethics operating code to guide process.
- f) Vacating officers will leave their position at the end of the term or removal and will turn over materials to the incoming officer.
- g) Vacancy: A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board of Governors for the unexpired portion of the term.

Section 7: With approval by an Ordinary Resolution of the Governing Board, any Officer may delegate any duties of that office to the Executive Director or appropriate NASSM Personnel.

## ARTICLE IV: GOVERNING BOARD

Section 1: The Operating Codes describe the specific tasks of the Governing Board.

Section 2: Except as otherwise provided by this Constitution, the governance of the affairs of the Society shall be vested in the Governing Board. The management and operational affairs of the Society will be delegated to the Executive Director and personnel.

The NASSM Governing Board exists to govern NASSM, focusing particularly on long-term strategic planning and policy making. Board members are officers of NASSM and are responsible for NASSM's overall strategy and governance.

Specifically, the Governing Board will:

1. Exercise legally required duties of care and loyalty NASSM to ensure the society's activities and transactions advance its mission
2. Ensure connections to external stakeholders (e.g., other associations, the media, and the industry) nationally and internationally
3. Ensure connections with its members
4. Specify desired organizational results for NASSM over the long term (strategic planning and monitoring), including NASSM's mission, vision, and values
5. Specify how the Governing Board will perform its responsibilities (board-specific policies and processes), ensuring open and transparent decision-making
6. Set limits on the Executive Director's decisions and actions
7. Specify the delegation authority to the Executive Director
8. Ensure accountability to the NASSM membership regarding oversight and progress

Section 3: The Governing Board shall consist of the officers of the Society, designated in Article III, Section 1. A quorum shall be 50% of the voting officers.

Section 4: The Governing Board shall meet *at least* twice each year. One meeting (Pre-conference meeting) shall be held in conjunction with the annual conference of the Society. A second meeting (Fall meeting) shall be held approximately six months before the annual conference of the Society. The President, or any of the eight (8) other Officers of the Governing Board, can call special meetings at any time upon two weeks' written notice to each member of the Governing Board.

Section 5: The Governing Board shall provide for filling the unexpired term of any vacancy that may occur in the Governing Board's membership. This replacement position will stand until the next NASSM general meeting, be it the at the annual conference or at a special general meeting time.

Section 6: Decisions of the Governing Board shall be by majority vote of a quorum of those members of the Governing Board present and eligible to vote except for those actions codified in Article IV, Section 7. No absentee voting or proxy voting will occur.

Section 7: The following actions shall require a two-thirds majority vote of the Governing

Board: any motion that involves changes to the Constitution, any motion that involves changes to the Operating Codes, any motion to revote, or any motion that suspends or modifies a rule of order previously adopted.

Section 8: Meetings of the Governing Board are closed to Members and the public except by invitation of the Governing Board. The Governing Board has the right to invite others to attend Governing Board meetings with the right of audience and debate, but not to vote. The Governing Board may ask the guest to leave a meeting in progress.

Section 9: The Governing Board shall endeavor to bring what they deem to be significant issues (e.g., the establishment of a new award) to the Annual General Meeting for a vote of approval of the membership.

Section 10: Except as otherwise provided by law or this Constitution, the Governing Board may delegate any of its powers, duties, and functions to any person.

#### **ARTICLE V: MEETINGS**

Section 1: There shall be an Annual General Meeting of the members of the Society. At this time, the President will announce the results of the election for the new officers. This meeting shall be held at a time and place designated by the Governing Board with at least 30 days' notice given to the membership (typically, at the annual conference). The President, in consultation with the Executive Director, shall arrange the order of business. For all voting matters, members present at the meeting constitutes a quorum.

Section 2: The members of the Society shall receive notification prior to the meeting of the nominations made following Article VI, Section 2, and any amendments proposed following Article IX.

Section 3: The Governing Board of the Society shall present at the Annual General Meeting a report of the society's activities dated as of the close of the immediately previous fiscal year, verified in writing by the President and Executive Director and approved by the Governing Board at its Pre-Conference Meeting just prior to the Annual General Meeting. The Governing Board shall post an abridged version of this report on the NASSM website two weeks prior to the annual conference, accompanied by potential voting items, and associated documents that outline the voting items.

Section 4: The President may call a Special General Meeting with 30 days' notice to the membership and shall conduct it in a manner that supports remote participation. The call for the meeting shall include agenda items deemed necessary by the President and any amendments proposed per Article IX, Section 1. For all voting matters, members present at the meeting constitutes a quorum.

#### **ARTICLE VI: NOMINATIONS AND ELECTIONS**

Section 1: The Nominating Committee shall consist of seven Professional members (1 chair and 6 members), none of whom shall be members of the Governing Board. In the selection of the Committee membership, the Governing Board shall ensure that (a) country of origin, (b) geographical location within North America, and (c) gender, sexual orientation, race, and ethnicity are equitably represented in the Committee's complement. This Committee shall elect its own Chairperson and shall function according to the Governing Board-approved Operating Codes. Committee members shall continue in office for two years (staggered membership) or until the Governing Board has appointed their successors. The Governing Board shall appoint new members of the Nominating Committee for staggered two-year terms at the time of the Annual General Meeting.

Section 2: The Chairperson of the Nominating Committee shall issue a call for nominations for the various elected posts on the Governing Board by March 1. The Committee shall send notice to all members in good standing and include a link to the online nomination form. Written permission by the person being nominated must be uploaded with the nomination form. The Nominating Committee Chair shall prepare a ballot and make it available to all members in good standing not fewer than five weeks before the Annual General Meeting.

Section 3: In all elections for board membership, the voting shall occur in keeping with the rules and regulations of the Committee's operating code. A brief (two-page) vita of each candidate according to prescribed format shall be made available to each member along with the means to submit their vote. Candidates for the position of the President must provide a statement on their vision for the Society.

#### **ARTICLE VII: COMMITTEES**

Section 1: A majority vote of members of the Governing Board shall approve all Standing Committee appointments. An effort shall be made to involve as many different members as possible on the Standing and Operational Committees. Each Committee shall give a report of the year's activities for the Annual General Meeting.

Section 2: The Executive Director may appoint one or more Operational Committees, with the approval of a majority vote of the Governing Board, to carry out one or more special tasks or projects over a specific period. Such Committees shall terminate at the end of the year in which the reports for such work are submitted for inclusion at the Annual General Meeting.

Section 3: Unless otherwise determined by the Governing Board, a professional member will chair the Operational and Awards Committees. Officers will serve as ex-officio, non-voting members of the standing committees.

#### **ARTICLE VIII: PUBLICATIONS**

Section 1: The Society shall support the publication of two journals: the *Journal of Sport Management (JSM)* and the *Sport Management Education Journal (SMEJ)*.

Section 2: The *JSM* and *SMEJ* Editors shall have full authority to set editorial policy, seeking input from the Editorial Board, NASSM Executive Director, and/or the NASSM Governing Board as needed. In accordance with the Human Kinetics contract with NASSM, the editor has full authority to set editorial policy in consultation with the Governing Board provided that it is consistent with the mission of JSM and jointly agreed upon by the Governing Board and HK.

Section 3: All members in good standing shall receive regular online access to the journals and official communication by the Society.

### **ARTICLE IX: AMENDMENTS**

Section 1: The President shall, from time to time, appoint an ad hoc Committee, to be chaired by a member of the Governing Board, to consider constitutional revisions. This Committee shall provide any constitutional changes and rationale for these changes to the Governing Board for review. These changes shall be provided to the membership at least 30 days prior to any Annual General Meeting or Special General Meeting in which they shall be considered for ratification. The changes shall become effective with two-thirds vote of Members at said Annual General Meeting or Special General Meeting.

Section 2: Any member in good standing as defined in Article II, Section 3g may propose changes in the Constitution by presenting the proposals to the President in writing not less than two months prior to any Annual General Meeting. The President shall send any such proposals received from the membership to all members at least 30 days before the meeting. At the meeting, NASSM members shall consider each proposed change and shall become effective by a two-thirds vote of the Members at any Annual General Meeting.

Section 3: The Constitution takes precedence over the Operating Codes.

### **ARTICLE X: PARLIAMENTARY AUTHORITY**

Section 1: The rules of procedure in Robert's Rules of Order shall govern all meetings of the Society and its constituent Committees when the Constitution does not provide guidance on the matter. This statement shall prevail insofar as the rules are applicable and consistent with this Constitution.