

**NORTH AMERICAN SOCIETY
FOR THE
PSYCHOLOGY OF SPORT AND
PHYSICAL ACTIVITY**

POLICY MANUAL

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I. CONSTITUTION AND BY-LAWS

Article 1. Name

The name of this Society shall be the North American Society for the Psychology of Sport and Physical Activity.

Article 2. Purpose

The purpose of the Society is to develop and advance the study of Motor Behavior (development, learning, and control) and Sport and Exercise Psychology.

Article 3. Membership

Membership in this Society shall be available to all individuals who are interested in sport and exercise psychology or motor behavior and who pay membership dues. The membership year shall run from January 1 to December 31. All members have equal privileges of voice, vote, and holding office in this Society. New members who apply after October 1 will start their membership on January 1 of the next year. Members who renew after October 1 will have their membership dues apply to the current year and not the next year.

Article 4. Dues

Annual dues, payable to NASPSPA by check or approved credit card, shall be determined by the vote of the membership upon recommendation of the Executive Committee.

Article 5. Officers

- 5.1** The officers of this Society shall consist of the following: a President, a President-Elect, the immediate Past-President, a Secretary-Treasurer, a Communication Director, and a Student Representative. The terms of office for the President, President-Elect, immediate Past-President, and Student Representative shall be one year. The terms of office for the Secretary-Treasurer and Communication Director shall be two years. Terms of office shall begin on September 15. All necessary transition arrangements should be completed by this date. Each Officer shall serve until a successor is elected.
- 5.2** If the office of President should become vacant, the unexpired term shall be filled by the President-Elect. Should the office of the President-Elect become vacant, the Secretary-Treasurer shall fill it. The Society, at the next Annual meeting, will elect a President or a President-Elect, whichever is appropriate. Any other vacancies shall be filled by appointment by the President of the Society.
- 5.3** The *President* shall preside at all Society and Executive Committee meetings, and appoint all committees as prescribed in Article 9. The President shall call and make appropriate arrangements for the place and conduct of all meetings of the Society and the Executive Committee. The President shall supervise all program planning for the Society meetings and shall provide for a financial report to be performed by a public accountant at the end of each Secretary-Treasurer's term. The President shall be authorized to sign checks in the absence of the Secretary-Treasurer. The President

shall compile a list of all award recipients, including outgoing officers, distinguished award winners, and graduate student research award winners, and arrange for the preparation of the awards. The President shall be responsible for all expressions of thanks, recognition, appreciation, and condolences during his/her year of office.

- 5.4** The *President-Elect* shall, during the absence of the President, perform all duties of the President. If the office of the President becomes vacant, the President-Elect shall succeed the President for the unexpired term of office. The President-Elect shall also coordinate archival materials, review the Constitution and By-laws, and suggest revisions of the Policy Manual as needed. Changes in policy enacted at each Executive Committee Meeting or Business Meeting must be updated in the Policy Manual by the President-Elect as well as revisions to the appendices, as necessary. The incoming President-Elect shall receive an updated Policy Manual from the outgoing President-Elect. The President-Elect will aid the Past-President by contacting sponsors for the annual conference and liaising with the Secretary-Treasurer for contract signing.
- 5.5** The *Secretary-Treasurer* shall keep written records of all minutes of the Society's meetings. The Secretary-Treasurer shall be responsible for initiating membership renewal reminders to all current Society members. The Secretary-Treasurer shall keep a record of all monetary transactions and shall be authorized to sign checks on behalf of the Society. The incoming Secretary-Treasurer will open a NASPSA treasury account with the current President serving as co-signer for the duration of the Secretary-Treasurer's term of office. The Secretary-Treasurer shall submit an annual report to the members of the Society on the status of the membership and funds. The Executive Committee may provide a stipend for an assistant to the Secretary-Treasurer.
- 5.6** The *Communication Director* shall be responsible for editing and publishing an electronic newsletter three times per year that will be made available to all members. The newsletter may include announcements of interest to the membership, scholarly abstracts, invited articles, and any other material considered appropriate. The Communication Director will draft articles for inclusion or solicit them from other sources. Issues of the Newsletter will be available on the NASPSA website (PDF format) and as a hardcopy for members without access to the website.
- 5.7** The *Past-President* shall chair the program committee that plans the annual conference. Copies of relevant pages of the Policy Manual as well as other informational materials will be distributed by the Past-President to the Area Program Chairs. The Past-President shall be responsible for thanking the Area Program Chairs of each annual conference. As chair of the program committee, the Past-President is responsible for overseeing the abstract submission and review process and for finalizing and distributing the program for the annual conference.
- 5.8** The *Student Representative* shall be an elected position and shall have full voting privileges on the Executive Committee. The Student Representative's responsibilities

shall include but not be limited to participation at all Executive Committee meetings as a representative of the student members, conducting the student meeting at the conference, and reporting to all members at the Annual Business Meeting. His/her duties also include the submission of a student column to each of the newsletter publications that will include a listing of student award winners in addition to information about each of the student awards as detailed in sections IV. D-F of this manual. The student representative may also organize (1) a pre-conference student symposium and (2) a student social to follow the student meeting should the conference program allow for the inclusion of such events.

Article 6. Executive Committee

There shall be an Executive Committee of seven (7) members consisting of officers named under Article 5, and a Past-Presidents' Liaison. The *Past-Presidents' Liaison* is an ex-officio member of the Executive Committee and is appointed by the President with approval of the Executive Committee. This individual is a former president of the organization who has been off the Executive Committee for at least three (3) years. The purpose of the Past-Presidents' Liaison is to offer institutional memory as it relates to advising officers in the conduct of business and initiation of new policies. The term of office for the Past-Presidents' Liaison will be specified at the time of appointment and will be no more than three (3) years. The President of the Society shall be Chair of the Executive Committee. It shall be the duty of the Executive Committee to conduct the business of the Society.

Article 7. Meetings

The Executive Committee shall determine the time and place of the Annual Conference. During the Annual Conference, an Annual Business Meeting of the Society must be held. The Business Meeting should include reports from all officers of the society, election of new officers, and other business of interest to the members. Special meetings of the Society or of the Executive Committee may be called by the President and must be called by the President whenever requested by a majority of the Executive Committee or by a two-thirds vote of the membership. The President is authorized to call a fall meeting of the Executive Committee at her/his discretion.

Article 8. Amendments

Amendments to this Constitution and By-Laws may be made by an affirmative vote of two-thirds of the members present at the Annual Business Meeting or by an affirmative vote of two-thirds of the membership in a mail or electronic ballot.

Article 9. Committees

Committees needed to conduct the business of the Society shall be appointed and dissolved by the President working in cooperation with the Executive Committee.

Article 10. Election of Officers

10.1 A Nominations Committee consisting of the President and two members appointed by the President shall be instructed to prepare a slate of at least two names for the offices to be vacated. The Executive Committee will approve the appointment of the Nominations Committee. The President shall serve as chair. Any member within NASPSPA may nominate candidates. All nominations will be considered by the Nominations Committee, which will determine a slate of two candidates for each position. The President will prepare the ballots for voting. Additional nominations may be made from the floor at the Annual Business Meeting. A majority vote of those members present and voting shall be required for election; if no candidate receives a majority on the first ballot the two candidates receiving the highest number of votes shall then be voted on. Election shall be by secret ballot. The president's vote will be counted only in the event of a tie.

10.2 Absentee balloting. Ballots may be requested from the President up to 30 days prior to the annual conference start date. The Secretary/Treasurer must receive completed ballots a minimum of 7 days prior to the annual conference. These dates will be announced in the Spring Newsletter. Absentee voters may use the option of a write-in vote, but these write-ins will *not* be offered as nominations from the floor.

II. PROCEDURES FOR APPROVING POLICIES

The Executive Committee is empowered to make any and all decisions regarding the business of the Society. However, any matter that would involve a change in the Constitution and By-Laws or that would affect membership at large (e.g., increasing the cost of dues) must be presented to the membership as a whole for discussion and/or action. Such matters require an affirmative vote of two-thirds of the members present at the Annual Business Meeting or an affirmative vote of two-thirds of the membership in a mail or electronic ballot (see Article 8). Proposals requiring action by the NASPSPA membership will be included in the spring newsletter and registration packet (with appropriate rationale, arguments pro and con, etc.) and distributed at the Annual Conference for review by members prior to the Annual Business Meeting.

III. ANNUAL CONFERENCE

A. Site Selection

- 1. Time Frame.** A site for the Annual NASPSPA Conference will be selected at least two years in advance. Typically, the conference will be held in late May or early June of each year.
- 2. Conference site options.** The Executive Committee should be satisfied that the conference facilities are adequate to handle the type of conference NASPSPA usually runs. In addition, the site for the conference should be chosen in

relationship to the sites of the immediately preceding two conferences in an attempt to rotate the conference between the East, Central and West regions of North America. Finally, in keeping with the 1980 accord with the Canadian Society for Psychomotor Learning and Sport Psychology, an attempt should be made to periodically hold a joint conference.

3. Decision. Site selection will be determined by a motion and a simple majority of the Executive Committee.

B. Organization of Annual Conference

1. Past-President's Responsibilities

- a. The Past-President shall oversee the planning for the regular annual meeting (see Article 5.7).
- b. A Program Committee will be formed to plan the Annual Conference. The committee will consist of the Past-President (who will chair the committee), the Conference Site Coordinator, and three persons whose interests and concerns reflect the areas of motor development, motor learning/control, and sport and exercise psychology. The three members (to be designated as Area Program Chairs) will be appointed by the Past-President. Ideally, the three Area Program Chairs should be identified and approved by the Executive Committee, so that they meet during the preceding conference.
- c. The Past-President will provide Executive Committee-level leadership and continuity to the program of the annual conference and assure that the program reflects more than a regional perspective. The Past-President will function as the liaison and coordinator between (a) the Executive Committee and the Area Program Committee, and (b) the Conference Site Coordinator and the Area Program Chairs. The Past-President will also coordinate with the Student Representative if a student symposium is arranged.
- d. Coordination with the Executive Committee: To facilitate initial conference planning a list of candidates for Area Program Chairs shall be prepared by the Past-President and shared with the Executive Committee for consideration. The Past-President will keep the Executive Committee apprised of the progress of the conference planning (both program and site logistics) and seek Executive Committee approval on major issues. The Past-President is given the authority to make major decisions independently so that flexibility, creativity, and variety are facilitated in planning the program.
- e. Coordination with Conference Site Coordinator: The Past-President will work closely with the Conference Site Coordinator to finalize program requirements with the logistics and constraints of the rest of the conference organization. The Conference Site Coordinator will be responsible for all technical aspects of the conference (e.g., meeting rooms, meals, A-V equipment, social events, receipt and dissemination of abstracts, publication of abstracts, etc.) under the

direction of the Past-President. Examples of items requiring such coordination include: budget, publicity, time schedules (e.g., coordinating deadlines for registration fees with paper acceptance-rejection notification), scheduling rooms that meet program needs, and planning the overall format and schedule of the conference.

f. Coordination with the Area Program Chairs:

1. The program committee members are selected by the respective Area Program Chairs. However, the Past-President will assure that the committees represent the general interests and make-up of the membership so that a balanced program is developed. Once this is achieved, the committees should function autonomously in designing the particulars of the program.
 2. The Past-President will coordinate and supervise the Area Program Chairs with respect to general NASPSA policies, budget, time schedules for the execution of various duties, guidelines for evaluating abstracts, and program planning with respect to the constraints imposed by the general organization of the conference (e.g., program time and blocking, logistics).
 3. The Past-President approves pre-conference workshops/tutorials. Pre-conference workshops/tutorials must be submitted to the Past-President by September 1 of the year prior to the conference. Pre-conference workshops/tutorials will have a cost associated with them as required (based on whether there are costs to NASPSA to hold them). NASPSA will cover the cost of coffee breaks for pre-conference workshops/tutorials.
 4. The Past-President will facilitate communication and coordination among the three Area Program Chairs to reduce duplication of effort, enhance the sharing of ideas and resources, and increase integration across content areas.
 5. The Area Program Chairs must gain the approval of the Past-President on program requests that are counter to policy and common practice.
 6. The Past-President and Area Program Chairs will assign individuals to serve as moderators or presiders and communicate duties and responsibilities. More specific duties and operating procedures can be found in the correspondence to Area Program Chairs located in the Past-President's notebook.
- g. The Past-President may invite a limited number of special guests to the conference banquet. Tickets for the guests will be provided at no cost to the guests.

2. Conference Site Coordinator's Responsibilities

The Conference Site Coordinator serves yearly under the direction of the Past-President to coordinate both the program and the evaluation of the annual meeting.

- a. **Coordination with Past-President:** The Past-President will be responsible for the program at the annual conference. The Conference Site Coordinator, with the Past-President's approval, will be responsible for coordinating on-site activities (room size, meal times, A-V equipment, etc.). In conjunction with the Past-President, the Conference Site Coordinator should assign duties to Area Program Chairs for conference site duties (e.g., greeting guest speakers, conference evaluation procedures).
- b. **Publicity:** The Conference Site Coordinator will be responsible for distributing publicity about the site for the annual conference, which is prepared in coordination with the Past-President. Publicity is prepared and distributed via the Communication Director to all NASPSPA members and other identified interested professionals by late December and should include necessary details (e.g., date, transportation, housing, instructions for submitting abstracts) by the Conference Site Coordinator and approved by the Past-President. Program highlights (e.g., guest speakers, invited symposia, etc.) and publicity announcements for the Newsletter will be written by the Past-President and will be forwarded at appropriate times to the Communication Director.
- c. **Interface with Area Program Chairs:** The Conference Site Coordinator will need to coordinate with the Area Program Chairs and Past-President to ensure that abstracts are secured from guest speakers.
- d. **Interface with Student Representative:** The Conference Site Coordinator will coordinate with the Student Representative if a student social is planned. This will include giving the student a budget (\$1,000) to defray the costs.
- d. **Budget:** The Conference Site Coordinator, in conjunction with the Past-President, will prepare a budget for the conference. Conference registration fees will be set in accordance with revenue required to cover costs. NASPSPA will furnish a reserve for administrative costs (e.g., mailing, telephone, photo copying) and speaker-related costs.
- e. **On-Site Duties:** The Conference Site Coordinator will be responsible for all on-site mechanics from registration to room set-up to coffee breaks. Because all conference participants must be NASPSPA members, it is essential to check registrants against a current membership list at the time of registration. While details such as audio-visual and room set-up should be delegated to the session chairs, it is the ultimate responsibility of the Conference Site Coordinator to ensure that things are running smoothly.

3. Conference Evaluation

Following the conference, the President (who in September will become the Past-President and shall oversee the planning for the next conference) will distribute a survey to all members who attended the conference to seek their evaluation of it. This conference evaluation will be undertaken in conjunction with the Communications

Director and the results of the evaluation will be reported to and discussed by the Executive Committee at their fall meeting.

C. Conference Sponsorship

The Executive Committee recognizes that it is in the best interest of our members to keep conference costs as low as possible. Costs can be reduced by the recruitment of sponsors to subsidize either conference materials or the conference program. The President-Elect will assume the responsibility to recruit conference sponsors for the next conference year. The task of the appointee will be to work with the President (who contacted the sponsors most recently), the Conference Site Coordinator and Secretary-Treasurer to maintain and expand the existing base of NASPSPA sponsors. The benefits offered to sponsors include: 1) display space at the conference, 2) acknowledgement of their sponsorship in the conference program, 3) inclusion of their company brochure in the conference delegate package, 4) placing their logo and web link on the conference website, and 5) sending an email all NASPSPA members regarding their company products (email approved and sent by Communications Director and is not to include attachments). The current charge for company sponsorship, that includes all of the above benefits, is \$1,600. Partial sponsorship packages may be negotiated with sponsors at reduced rates. The current charge for an educational institution for a display table is \$300.

D. Publication of the Annual Conference Proceedings

The conference proceedings will be published in a supplement to the *Journal of Sport & Exercise Psychology* that includes abstracts of all papers presented at the conference. The supplement will be published prior to the conference and distributed at registration. Major speakers will be encouraged to publish their papers in the *Journal of Sport and Exercise Psychology*, and *Motor Control*.

D. Policy on Withdrawn Papers and “No-Shows” for Conference Presentations

Individuals who submit an abstract make a commitment to present their paper at the conference. Because space on the program is scarce, it is essential that individuals who must withdraw their paper due to unexpected circumstances do so as soon as possible. If learned in time, we will delete the associated abstract from the convention program and the *JSEP* supplement issue. After this time, the author is required to ask a co-author or other suitable colleague to present the paper. However, there should be a clear intent to present, for example, by registering for the conference.

Presiders should report any no-shows at verbal or poster presentations to the Past-President. A no-show is a serious consideration, as the paper occupied a slot denied to another potential author and the abstract is published in the *JSEP* supplement issue, giving an impression the paper was in fact presented. In the event that authors fail to present their paper at the conference, the outgoing Past President will write a letter to the lead author, and the lead author will have a chance to respond. Subsequently, the

Executive Committee may impose a ban of presenting at NASPSPA conferences for up to 2 years for all authors on the paper.

In the next conference proceedings book it will be noted, as an erratum, those papers that were not presented.

IV. AWARDS

A. NASPSPA Distinguished Scholar Award

Purpose

To recognize outstanding long-term contributions in the research areas represented within NASPSPA.

Eligibility

Senior scholars, normally at least 25 years beyond the doctorate, who have a distinguished record of scholarship.

Nature of the Award

Recipients of the award will be given \$1,000 cash, a one-time NASPSPA Conference registration fee waiver when the award is presented, a commemorative plaque and Emeritus recognition (with a waiver of NASPSPA dues) upon retirement. The Executive Committee may extend an invitation to one or more Distinguished Scholars (active or retired) to be Invited Participants (with waiver of Conference fees) at its annual Conferences. The award will not necessarily be awarded on an annual basis.

Method of Selection

1. The selection of an appropriate individual will be the responsibility of the Distinguished Scholar Award Committee (hereafter, the Selection Committee) of NASPSPA.
2. The Selection Committee will consist of the President, who will serve as chairperson, plus one representative from each of the areas of Motor Development, Motor Learning/Control, and Sport and Exercise Psychology. The NASPSPA Executive Committee must approve these representatives. The term of membership will be two years. The names of Selection Committee members will be kept confidential.
3. An announcement requesting nominations will be made in the Fall Newsletter. Nominations will be made to the President by a specified date (typically December 16). Any current NASPSPA member may nominate appropriate candidates. The nomination should include a two or three page justification of why the nomination is being made.
4. In all cases, the nomination(s) should be kept in strictest confidence.

5. The Selection Committee, using the nominator's justification for the nomination, plus any other information that is appropriate (and without informing the nominee of his/her nomination) will make a decision by April 1. A simple majority is necessary for a recipient to be named. If a favorable vote ensues, the Chair of the Selection Committee will notify the nominee.

Criteria for Selection

A successful candidate must exhibit a level of scholarship that places him/her at or near the top of scholars actively working in his/her research area. Regardless of research area, there should be evidence that the individual has consistently contributed high quality scholarship to his/her area and that this scholarship has had an impact on the knowledge of the field.

Additional Guidelines

1. Anyone submitting a nomination or writing a letter of support for a candidate is disqualified from serving on the Selection Committee.
2. No member of the Selection Committee may be from the same institution as a nominee or have been the doctoral advisor or advisee of a nominee.
3. If either of the above two restrictions applies to the President (who serves as chair of the Selection Committee), he or she will refuse to exercise the right to vote in the selection.
4. Other letters of recommendation may be solicited as necessary by the President or the Selection Committee.
5. The Selection Committee will be composed of senior members of the Society.

Wording on the plaque shall be:

The North American Society for the Psychology of Sport and
Physical Activity presents the
Distinguished Scholar Award
To
"Name of Recipient"
"Year"
in recognition of outstanding achievement in
"her or his" scientific career.

President, NASPSPA

Date

B. NASPSPA Early Career Distinguished Scholar Award

Purpose

To recognize outstanding achievement of scholars who are still in the early stage of their scientific careers.

Eligibility

Current members of NASPSPA who received their doctorate no more than seven years prior to nomination are eligible for the Early Career Distinguished Scholar Award. Deadline for nominations is December 16. Eligibility may be extended in special circumstances with appropriate documentation submitted by the nominee to the Chair of the Selection Committee.

Nature of the Award

The award will be \$1000, a one-time NASPSPA conference registration fee waiver, and a plaque. The award will be announced at the Annual conference. The recipient of the award must attend the annual conference the year following award announcement and make a 45-minute (approximate) presentation at a General Session to summarize his/her research activity for the years preceding the award. The plaque will be given following the recipient's presentation. The abstract of this presentation will be published in the annual conference abstracts. The award will not necessarily be presented on an annual basis, and normally only one award will be awarded in any one year.

Method of Selection

1. An announcement requesting nominations will be made in the Fall Newsletter. Nominations will be made to the President by a specified date (usually November 15). Nominations may be made by any NASPSPA member and should include the name of the nominee and a statement concerning the nominee's qualifications for the award.
2. The president will request each nominee to submit:
 - a. a vitae;
 - b. a 1- to 3-page summary of the nominee's work, emphasizing the basic theory, potential impact, and importance;
 - c. reprints of 3 to 5 publications;
 - d. names of 3 individuals who could write letters of recommendation for the nominee (the President will request these letters from the individuals named).
3. The Selection Committee will select the award recipient after reviewing the nominee's credentials and qualifications and voting by means of a telephone vote no later than April 1. A majority vote of the committee is necessary for a recipient to be named.
4. The name of the recipient will be announced at the Annual Conference. An announcement of the award recipient will appear in the Fall Newsletter.

Criteria for Selection

The recipient of the award should have demonstrated a record of scholarship that clearly establishes him/her as a leading scholar in a group of people at similar stages in their scientific careers. Evidence for this distinction might include the innovation of the person's work, the impact the work has had on the field of

research, or the impact the work has had on the application of knowledge. Productivity by itself does not necessarily lead to a distinguished record. Most important of all is that the record of scholarship has been subjected to the critical review of established scholars in the individual's area of scholarship. In all cases the collected works of the individual should show high scholarship exhibiting accuracy, critical ability, and thoroughness. Finally, the individual must have been an active contributor to NASPSPA.

Additional Guidelines

The additional guidelines presented at the end of the Distinguished Scholar Award also apply to the Early Career Distinguished Scholar Award.

Wording on the plaque shall be:

The North American Society for the Psychology of Sport and
Physical Activity presents the
Early Career Distinguished Scholar Award
To
"Name of Recipient"
"Year"
in recognition of outstanding achievement in the early stage of
"her or his" scientific career.

President, NASPSPA

Date

C. President's Award

Purpose

To recognize individuals who have made significant contributions to the development and growth of NASPSPA.

Selection Criteria

1. Current or previous member of NASPSPA
2. At least 15 years beyond terminal degree
3. Made a significant contribution to NASPSPA such as (but not limited to):
 - a. serving in selected offices
 - b. serving on committees
 - c. hosting conferences
 - d. organizing or influencing major changes

Selection Procedures

Nominations in writing may be made to the President or by the President. The Executive Committee screens and recommends candidates to the President who makes the final selection(s).

Award Frequency and Presentation

This award is given as deemed appropriate by the President, but no more than one or two per year is anticipated. The award is presented at the Annual Conference.

Wording on the plaque shall be:

The North American Society for the Psychology of Sport and
Physical Activity presents the
President's Award
To
"Name of Recipient"
"Year"
for outstanding contributions to the society

President, NASPSPA

Date

D. NASPSPA Outstanding Student Paper Awards

Purposes

1. To recognize meritorious research by student members of NASPSPA.
2. To foster research by student members of NASPSPA.

Criteria for evaluating the research

1. The research question should be original, innovative, important, and significant.
2. The researcher observed appropriate standards for the treatment of participants. That is, a statement certifying that ethical treatment of participants was followed in conducting this research should be included. (Note: These criteria are modified from the evaluation of research guidelines, pp. 5-6, of the APA Publication Manual 5th edition).
3. The applicant must be a current student member of NASPSPA.

Guidelines

For students applying for the Outstanding Student Paper Award, the following must be sent to the Area Program Chair:

1. A short abstract (as described for the conference) by January 15.
2. A long abstract (no longer than 5 pages double-spaced, 12-pt. font, including figures). This abstract should include: the research question, a rationale for the importance of the question, methods, results (including selected figures if appropriate), and a discussion of the findings and their significance. Deadline: February 1.

3. For the graduate student advisor: A letter of nomination for the award must be written by the advisor indicating why this student's research is worthy of the Graduate Student Research Award. This should address the criteria being used by the committee to evaluate the research (see above). The letter should also include a statement indicating that the majority of the work done for this research was completed by the student. In the case of multi-authored publications, the advisor should indicate the individual contributions of each author. Deadline: February 1.

Other clarifications

Students may win the award more than once. The NASPSPA Website will include a listing of student award winners. Information about awards will appear in the Fall Newsletter. The Student Column in the Fall Newsletter will include information about the winners. The awards will not be "named." Winners will receive a plaque in addition to the cash award of \$350. One award per area will be given, but the research should be of very high quality so three awards may not be given each year.

E. NASPSPA Graduate Student Award for International Conference Travel

Purpose

To foster international research experiences for student members of NASPSPA.

Eligibility

Only current student members of NASPSPA are eligible. Applicant must also be a student actively seeking a graduate degree at the time of the application. The type of international travel is for presenting a paper at a conference outside of North America. There will be three competitions a year (September 30, January 31 and May 31).

Nature of the Award

The travel could be conducted up to one year after having received notification of the award. A check for \$700 will be provided once the Secretary-Treasurer of NASPSPA has received receipts associated with the travel. The recipients of the award should attend the annual NASPSPA conference the year following award presentation to speak at the student meeting about their experience. The award will not necessarily be presented at each competition. In the event that an award is not given during a particular competition, the unclaimed award(s) will be carried forward and be available in the following competition within that year. A maximum of three (3) awards will be awarded during any single calendar year. Finally, the student is required to recognize the award and NASPSPA at the presentation of the research at the conference attended providing the NASPSPA website address.

Wording for the acknowledgment shall be: "Travel to this conference was supported by a grant for international travel provided by the North American Society for the Psychology of Sport and Physical Activity (NASPSPA). For more information, refer to the NASPSPA website: www.naspspa.org" Only the approved NASPSPA logo may be used on any presentation at the international conference.

Criteria for evaluating the research and applicant

1. The research question should be original, innovative, and important.
2. The researcher observed appropriate standards for the treatment of participants. That is, a statement certifying that ethical treatment of participants was followed in conducting this research should be included. (Note: These criteria are modified from the evaluation of research guidelines, pages 5-6 of the APA Publication Manual, 5th edition)
3. The student must be the primary investigator and author of the research project.
4. The researcher demonstrates the potential benefits to her or his education and future/current collaboration prospects.

Guidelines

1. The Graduate Student Awards Committee will consist of representatives of each area (motor development, motor control/learning, sport and exercise psychology) who will serve for three (3) calendar years. This committee will evaluate applications and determine who will receive the award. The President will recruit individuals to serve on this Committee, avoiding conflicts of interest.
2. The applicant should submit the following materials to the NASPSPA President:
 - a. A short abstract (as described for the proposed international conference).
 - b. A long abstract (no longer than 5 pages, double-spaced, 12-pt. font, including figures). This abstract should include: the research question, a rationale for the importance of the question, methods, results or predicted results (including selected figures if appropriate), and a discussion of the findings and their significance.
 - c. A short letter (no longer than one page, single-spaced) describing the significance of the research to be presented at the conference. The location and society hosting the meeting must be indicated in the letter. The letter should also indicate that the research was independently conducted by the student, or that the student was the lead investigator of the project, and that the research was approved by a review board for the protection of human participants.
3. For the graduate student advisor: A letter of nomination for the award must be written by the advisor indicating why this student's research is worthy of the Graduate Student Award for International Conference Travel. This letter should address the criteria being used by the committee to evaluate the research (see earlier). The letter should also include a statement indicating that the majority of the work done for this research was completed by the student. In the case of multi-authored publications, the advisor should indicate the individual contributions of each author.

Other clarifications: Students may win the award only once. The NASPSPA website will include a listing of award winners. Information about awards will appear in each Newsletter. The Student Column in the each Newsletter will include information about the award. The award will not be "named."

F. NASPSPA Graduate Student Research Grant

Purpose

To promote and support the scholarly activity of graduate student members of NASPSPA.

Eligibility

Students must be current members of NASPSPA to be eligible to apply for an award, and must also be currently enrolled in a Masters or Doctoral program at the time of application. Note: Collaborative projects among two or more student members of NASPSPA can be considered for receipt of this award.

Nature of the Grant

The grant provides one or more awards up to a total of \$2,000 to support a research project, and recipients are announced at the NASPSPA annual conference. The grant money must be used for activities directly related to conducting the proposed research (e.g., equipment, travel for data collection, participant recruitment) that are specified in the application budget. Grant money may not be used for conference travel. To receive awarded funds in advance of conducting the project, a recipient's institution or department must agree to manage the funds on behalf of her/him. The recipient's advisor should write a letter to this effect that is included in the original grant application. Funds will be sent directly to the institution or department business office contact person. On June 1 of the year following the grant announcement, the institution or department business office is required to send the NASPSPA Secretary/Treasurer an accounting of expenditures and to return any unspent funds. Alternatively, recipients may request direct reimbursement for expenses following completion of the project. Appropriate receipts for expenditures must be sent to the NASPSPA Secretary/Treasurer by June 1 of the year following the grant announcement. Grantees are expected to present the findings of their research at a future NASPSPA annual conference, no later than two conferences following the grant announcement. Grantees must acknowledge NASPSPA as a funding source in this presentation as well as any other presentations or publications stemming from the research project. Wording for the acknowledgement shall be: "This research was supported by a grant from the North American Society for the Psychology of Sport and Physical Activity (NASPSPA)."

Criteria for Evaluating the Grant Application

1. The research question should be original, innovative, and important, and must conform to the purpose of NASPSPA (see Article 2).
2. The research shall have IRB approval. Evidence of IRB approval will be required before funds are dispersed.
3. The applicant must be the primary investigator on the research project.
4. The researcher must demonstrate the potential benefits to her or his education and future collaboration prospects.

Guidelines

1. The Graduate Student Awards Committee will evaluate applications, determine who will receive the award, and provide feedback to all applicants.
2. The applicant should submit the following materials to the NASPSPA President:
 - a. Up to a 5-page outline of the proposed study, detailing the purpose, method, and analysis (double-spaced, 12-point font). References should be included as separate pages using APA style.
 - b. Verification of IRB application.
 - c. An estimated budget for allocation of funds on research-related costs that cannot be covered by other means.
 - d. Up to a 2-page curriculum vita.
3. The graduate student advisor should send to the President of NASPSPA:
 - a. A recommendation letter indicating why the student's research is worthy of the grant and the student's ability to carry out the role of principal investigator.
 - b. A statement that the budget has been evaluated and approved, and that the home department or institution is willing to advance the funding for the amount that NASPSPA awards to the student.

Clarifications

Students may be awarded the grant only once. The NASPSPA website will include a listing of grant awardees. Information about the grant will appear in the Newsletter.

Submission Deadline

Grant proposals and graduate advisor letters are due by April 1. The applicants will be notified of the results of the competition no later than June 1.

V. FINANCIAL POLICIES

A. Dues Structures

Beginning with the 2002 membership year, NASPSPA dues are: (passed at June 2001 Annual Business Meeting) U.S. & Canada/Foreign

Professional members: \$60.00 (including post-doctoral fellows)

Student members: \$25.00 (actively degree seeking)

All members will be charged a 3% processing fee regardless of whether they pay by credit card or check. This is to cover credit company charges as well as administrative charges for processing checks. International surcharges are eliminated.

Dues are payable in U.S. dollars to NASPSPA by check or approved credit card. Dues are for a one-year membership, which is from January 1 through December 31.

Dues are not prorated during the membership year. Retired individuals who

have been NASPSPA members have their full membership privileges retained but have their membership dues reduced by approximately one-half.

B. Funding of Committees

1. Executive Committee

When possible, the business of the Executive Committee should be conducted through the mail or email. When this is not practical, members of the Executive Committee can charge NASPSPA for telephone bills accumulated for NASPSPA business, providing permission has been received from the President. The Executive Committee will meet in the Fall and NASPSPA will reimburse each officer for travel and for accommodation expenses incurred on the day(s) of the meetings. Normally the Fall Executive Committee Meeting should be held in a geographical location that minimizes travel costs. The Executive Committee will also meet prior to the Annual Conference where NASPSPA will reimburse each member for accommodation and food expenses incurred on the day(s) of the Executive Committee meetings. Executive Committee members will have their registration fees waived while they are members of the Executive Committee and attend the annual conference.

2. Annual Conference Committees

Upon receiving permission from the Past-President, Chairs of the Program Sub-Committees may be given a modest telephone budget for the purpose of recruiting keynote speakers and communicating with their respective committee members. It will be expected, however, that the vast majority of the business of these committees will be carried out through the mail or email.

3. Ad Hoc Committees

These committees should normally not have any expenses charged to NASPSPA. If the nature of their business necessitates a meeting of the members, the committee should meet prior to the Annual Conference in which the President may grant funds for the extra accommodation and food expenses required for the business of the committee. Under special circumstances, the President may grant funding for a telephone conference call or on rare occasions travel for a meeting. Normally, however, all business of ad hoc committees should be carried out through the mail or email.

C. Journal Discounts

The nature and amount of discounts made available to Society members is an Executive Committee decision. This decision is made annually on the basis of (1) the status of the Society financial condition; and (2) the cooperation of the

journals involved. Human Kinetics determines the discount for *Journal of Exercise and Sport Psychology* and *Motor Control*.

D. Charge for Membership List and Advertisement Policy

Charge for the purchase of membership lists (for onetime use) is an Executive Committee decision. This charge should be reviewed annually to determine its appropriateness. The mailing list will not be sold for research purposes. Current charge for the member list is \$115.00.

Requests, by members only, to advertise job positions through the membership email list will be reviewed by the Communications Director and/or EC and, if approved, offered at no cost for a onetime use. This policy applies to Faculty and Post-Doctoral positions only. Advertisements for graduate assistantships will be posted on the message board.

VI. PUBLICATIONS

A. Newsletter

The Communication Director shall be responsible for editing and publishing a newsletter that will be posted on the NASPSPA Website and made available as a PDF file for members. The Newsletter may include announcements of interest to the membership, scholarly abstracts, invited articles, minutes of the Executive Committee and Annual Business Meetings, and other material considered appropriate.

Guidelines

1. Time Frame: The Newsletter is normally published three times annually (Winter, Spring, Fall, Issue numbers 1, 2, and 3, respectively) within each year, beginning with the Winter publication. Deadlines for the receipt of information to be published in the Newsletter are set by the Communication Director. The deadlines normally are: Fall—October 1, Winter—February 1, and Spring—April 1.
2. Information regarding content of newsletters and detailed guidelines for publishing the newsletter can be found in Appendix F.

B. Journals

The *Journal of Sport & Exercise Psychology* has been designated as an official journal of NASPSPA. The NASPSPA Executive Committee will provide input relative to the selection of the Editorial Board.

APPENDIX A

Ethical Standards for NASPSPA Members

GENERAL PHILOSOPHY

NASPSPA Members "respect the dignity and worth of the individual and strive for the preservation and protection of fundamental human rights. They are committed to increasing knowledge of human behavior and of people's understanding of themselves and others and to the utilization of such knowledge for the promotion of human welfare. While pursuing the objectives, they make every effort to protect the welfare of those who seek their services for purposes consistent with these values and do not knowingly permit their misuse by others. While demanding for themselves freedom of inquiry and communication," NASPSPA Members "accept the responsibility this freedom requires: competence, objectivity in the application of skills, and concern for the best interests of clients, colleagues, students, research participants, and Society." (American Psychological Association, Ethical Principles of Psychologists, 1992).

PRINCIPLE 1: RESPONSIBILITY

NASPSPA Members "maintain the highest standards of their profession. They accept responsibility for the consequences of their acts and make every effort to ensure that services are used appropriately."

1. NASPSPA Members attempt to make sure that research findings are not misleading. They provide a thorough discussion of the limitations of their data. The researchers avoid dual relationships that may limit objectivity.
2. As practitioners in sport and physical activity, NASPSPA Members know that they bear a heavy social responsibility because recommendations may alter the lives of others (e.g., athletes, coaches, children, parents).
3. To minimize possible conflicts, NASPSPA Members develop a clear, concise, operational service contract, the details of which are shared with all involved. Roles of NASPSPA Members are detailed and expectancies are controlled.
4. NASPSPA Members make every effort to accurately communicate limitations of the various services that they have to offer.
5. Because of the importance of the information they provide, NASPSPA Members are careful to base conclusions or recommendations drawn on more than one sample of behavior.
6. NASPSPA Members recognize that human behavior is determined by situational factors as well as personality characteristics. Because of the interaction between personality and situation, members avoid placing labels on individual athletes or others involved in physical activity.

PRINCIPLE 2: COMPETENCE

NASPSPA Members "recognize the boundaries of their competence and the limitations of their techniques. They only provide services and use techniques for

which they are qualified by training and experience. . . They maintain knowledge of current scientific and professional information related to the services they render."

1. Because individuals involved in the psychology of sport and physical activity may be attempting to improve physical performance through greater mental control, they recognize the need for knowledge of principles of motor behavior in sport, as well as knowledge in psychology.
2. NASPSPA Members accurately represent their competence, education, training and experience. They do not advertise their affiliation with NASPSPA in any way that would imply that membership indicates some special professional competence.
3. NASPSPA Members with responsibility for decisions about individuals that are based on test results, have an understanding of psychological and educational measurement, of validation problems, and other relevant test research.
4. NASPSPA Members refrain from undertaking any activity in which their personal problems, beliefs, or values are likely to lead to inadequate professional service.

PRINCIPLE 3: MORAL AND LEGAL STANDARDS

NASPSPA Members' "moral and ethical standards of behavior are a personal matter to the same degree as they are for any other citizen, except as they may compromise the fulfillment of their professional responsibilities or reduce the public trust in" NASPSPA Members.

1. As employees, NASPSPA Members refuse to participate in practices that are inconsistent with legal, moral and ethical standards. NASPSPA Members will not allow the needs of the organization or team to override their concern for the physical and emotional health of the individual athlete or physical activity participant.
2. As users of various psychological techniques (e.g., assessment hypnosis) NASPSPA Members remain abreast of relevant federal, provincial, and state regulations.

PRINCIPLE 4: PUBLIC STATEMENTS

"Public statements, announcements of services, advertising, and promotional activities serve the purpose of helping the public make informed judgments and choices." NASPSPA Members "accurately and objectively represent their professional qualifications, and affiliations. . ." NASPSPA Members also represent, in a professional manner, those institutions and organization with which they may be affiliated. The limits and uncertainties of present psychological knowledge and techniques are taken into account in any public statement providing psychological information, professional opinion, or information concerning psychological testing and services.

1. NASPSPA Members refrain from offering or providing any testing by mail services, where test results go directly to the consumer, or where there is not a qualified professional to interpret the results.
2. NASPSPA Members accurately represent the contributions any technique can make to a program.

3. NASPSPA Members recognize the limitations of the techniques they employ and are sensitive to individual and situational differences. They do not imply that any single technique or procedure is valid across either all people, or all situations.
4. NASPSPA Members, when announcing the availability of psychological services or products, do not display any affiliation with an organization (e.g., NASPSPA) in a manner that falsely implies the sponsorship or certification of that organization.

PRINCIPLE 5: CONFIDENTIALITY

NASPSPA Members "respect the confidentiality of information obtained from persons in the course of their work. . . They reveal such information to others only with the consent of the person. . ." NASPSPA Members, where appropriate, inform their clients of any limits to confidentiality.

1. When using psychological tests, NASPSPA Members do not share the results of test information with anyone unless the person tested has agreed prior to testing.
2. When communicating information (e.g., gained from tests or interviews) about one individual to another, NASPSPA Members, when at all possible, discuss what will be said with the individual about whom information is being communicated.
3. Having administered psychological tests, NASPSPA Members retain control over the raw test materials. Test materials are not to be given to someone who might misinterpret them, or interpret them out of the specific context for which they were originally administered.
4. If there are any limits to the confidentiality of a relationship, it is the NASPSPA Members' responsibility to inform individuals of that fact at the start.
5. Only after explicit permission has been granted is the identity of a research subject(s) published. When data have been published without permission for identification, NASPSPA Members assume responsibility for adequately disguising their sources.

PRINCIPLE 6: WELFARE OF THE CLIENT

NASPSPA Members "respect the integrity and protect the welfare of the people and groups with whom they work. When conflicts of interests arise between clients" and NASPSPA Members' employing institutions, NASPSPA Members "clarify the nature and direction of their loyalties and responsibilities and keep all parties informed of their commitments." NASPSPA Members "fully inform consumers as to the purpose and nature of an evaluative, treatment, educational or training procedure, and they freely acknowledge that clients, students, or participants in research have freedom of choice with regard to participation."

1. NASPSPA Members are continually aware of their own needs and of the dependency that can develop in the part of clients for their services. They do all they can to minimize destructive dependent relationships and to avoid exploiting the trust and confidence that clients may place in them. To do this, NASPSPA Members avoid dual relationships such as the following:
 - a. Sexual relationships with clients.

- b. In the event a NASPSPA Member is also licensed as a clinical psychologist, he or she avoids simultaneously functioning as a clinical therapist for an individual when he or she must relate to that person as a member of an organization for which they work.
2. When the demands of a sponsoring body and/or the individuals paying for the services the NASPSPA Member provides (e.g., government, management) would cause the member to compromise any of the ethical principles presented here (e.g., to violate the confidentiality of a discussion with an athlete), the NASPSPA Member recognizes the possible conflicts of interest that can arise. When such conflicts occur all parties are contacted and explicitly informed of the nature and direction of the NASPSPA Member's loyalties and responsibilities.
3. NASPSPA Members terminate relationships when it is clear that the consumer is not benefiting from them.

PRINCIPLE 7: PROFESSIONAL RELATIONSHIPS

NASPSPA Members "act with due regard for the needs, special competencies, and obligations of their colleagues" in other sport and physical activity-related professions (coaching, training, physical therapy, etc.). "They respect the prerogatives and obligations of the institutions or organizations with which these other colleagues are associated."

1. NASPSPA Members are sensitive to the times when their personal values are in conflict with the athlete, coach, or organizations' goals and procedures. When this occurs members have the option of: 1) accepting the values of the organization; 2) refusing to accept the job; 3) openly advocating their own position. When they elect this alternative however, they must notify the organization in advance of their intentions and give reasons for their behavior.
2. NASPSPA Members are sensitive to limitations with respect to their own abilities for working in areas where social, racial, or developmental issues may be critical. They are aware of their limitations in working with certain groups or individuals either because of their own beliefs (and/or lack of training), or because of those of the individuals that they would hope to serve.
3. NASPSPA Members who feel another professional is violating ethical standards will confront the individual in private, with the specifics of their concerns.
4. As employees of organizations in sport and physical activity, or as independent service providers serving athletes and coaches in an organizational context, NASPSPA Members seek to support the integrity, reputation, and proprietary rights of the host organization. Thus, even if they disagree with treatment, policy, etc., they respect the confidential relationship and do not talk outside the institution, or outside of a constructive context within the organization itself.

PRINCIPLE 8: ASSESSMENT TECHNIQUES

In the development, publication, and utilization of assessment techniques, NASPSPA Members "make every effort to promote the welfare and best interests of the client. They guard against misuse of assessment results." In applied settings, clients have a right to know why they are being tested, the results of testing, and the conclusions

drawn on the basis of test results. Test users avoid imparting unnecessary information that would compromise test security, confuse, or needlessly upset the athlete, coach, participant, or organization. NASPSPA Members who are service providers do not use tests to discover problems but instead use them to focus in on specifically (behaviorally) defined questions or concerns.

1. It is the responsibility of NASPSPA Members to explain test results in a clear, concise language that the consumer can understand. When explanations of test materials are to be provided by others, NASPSPA Members establish procedures for ensuring the provision of adequate feedback, and for protecting the client.
2. When the test is published or otherwise made available for operational use, it is accompanied by a manual that fully describes the development of the test, the rationale, and the evidence of validity and reliability.
3. In reporting test results, NASPSPA Members indicate any reservations regarding validity or reliability from testing circumstances (e.g., personality conflict with the tester, problems in the way the testing was introduced, unrelated pressure from outside such as marital problems).
4. NASPSPA Members who offer test scoring and interpretation services are able to demonstrate that the validity of the programs and procedures used in arriving at interpretations are based on appropriate evidence. The public offering of an automated test interpretation service is considered as a professional-to-professional consultation.

PRINCIPLE 9: RESEARCH WITH HUMAN PARTICIPANTS

The decision to conduct applied research is based on a professional's judgment with regard to how he/she can best contribute to psychological science and human welfare. In all research, the investigation is carried out "with respect and concern for the dignity and welfare of the people who participate and with cognizance of federal, state, and provincial regulations and professional standards. . ."

1. Responsibility for the establishment and maintenance of acceptable ethical practice in research always remains with the individual investigator. The investigator is also responsible for the ethical treatment of research participants by collaborators, assistants, students, and employees, all of whom, however, incur parallel obligations.
2. NASPSPA Members engaged in research are expected to respond to federal, state, and provincial guidelines established for the protection of human subjects in research.
3. Ethical practice requires the investigator to inform the participant of all features of the research that might reasonably be expected to influence willingness to participate, and to explain all other aspects of the research about which the participant inquires.
4. Openness and honesty are essential characteristics of the relationship between investigator and research participant. When the methodological requirements of a study necessitate concealment or deception, the investigator is required to ensure as soon as possible that participants understand the reasons for this action and that the reasons are of sufficient justification for the procedures employed.
5. Occasionally, within sport situations, refusal to participate in research and/or

psychological assessment carries with it negative consequences for the athlete, coach, or physical activity participant. When this is the case, it is the responsibility of NASPSPA members to clearly communicate the consequences of both participation and the refusal to participate.

APPENDIX B

Guidelines for Psychological Testing Within Sport and Other Physical Activity Settings

PREAMBLE

The purpose of this document is to provide guidelines for maintaining quality control of testing instruments used in sport and other physical activity settings. The recommendations presented here apply to all NASPSPA Members involved in developing, administering, or using the results of tests, psychological scales, motor learning/control tests, motor development assessment procedures, and social-psychological measures. While the major focus of this report is on published and/or commercial tests, the guidelines are recommended for anyone developing or using test instruments in sport and physical activity settings -- especially when the test or test results are to be used or cited by others. It is recommended, therefore, that researchers, students, coaches, program administrators and others who play a role in some aspect of this assessment process become familiar with, and utilize these guidelines.

The guidelines which follow have been adapted from two publications of the American Psychological Association (APA). These include: (1) Ethical Principles of Psychologists and Code of Conduct (APA, 1992); and (2) Standards for Educational and Psychological Tests (APA, 1974). Selected principles specified within these documents have been extracted and modified to apply more specifically to physical activity situations. It should be noted, however, that these guidelines are primarily aimed at individuals conducting research in an attempt to further our understanding of the interaction between motor performance and various psychosocial and behavioral attributes. Individuals acting as sport psychology and/or physical activity consultants or as clinical psychologists have ethical responsibilities additional to those associated with testing. Thus, it is recommended that these individuals adhere closely to all the principles set forth within these two APA documents and to specific NASPSPA guidelines outlined in Ethical Standards for the Provision of Services by NASPSPA Members (Section 3.A.) Three basic principles underlie these guidelines. They include: (1) the instruments used for testing must meet the criteria for acceptability as specified in this document; (2) the test development procedures and results must be available for peer review; and (3) the rights and privacy of individuals must not be infringed upon, and the welfare of those being tested takes precedence over the accumulation of knowledge.

QUALITY CONTROL GUIDELINES: TEST DEVELOPMENT, ADMINISTRATION AND INTERPRETATION

When a test is published, with the intent that it be used by others, a comprehensive test manual should either accompany the test or be available upon request from the author, the publisher, or the American Documentation Institute. For each of the major topics covered in such a manual, the following guidelines should be subdivided into "test developer" and "test user" responsibilities. While the ultimate responsibility of testing lies with the user, the information required for proper test selection, administration and interpretation should be supplied by the test developer.

GUIDELINE 1: PURPOSES AND LIMITATIONS

Developer. It is recommended that a test manual explicitly describe the purposes and limitations of the test. Such limitations may be related to the subject population or the domain of behaviors being assessed. For example, a motor development test designed to assess motor proficiency in prepubescent children may not be appropriate for assessing proficiency in post-pubescent children. Similarly, an attitude instrument developed to assess attitudes toward physical education may not be a valid measure of attitudes toward physical activity in general. Test purposes may also be restricted to groups rather than individuals, to prediction rather than to assessment of status, or to the detection of deviant behaviors or characteristics rather than to the detection of individual differences in the normal population.

User. It is recommended that the user apply a test only for the purposes and to the population for which it was developed. If an established test is administered to a new population this should be recognized, and pilot studies designed for establishing reliability and validity reported.

GUIDELINE 2: TEST ADMINISTRATION

Developer. A test manual should contain directions for test administration in sufficient detail to enable users to replicate the procedures used in its development. These directions should include information regarding such things as the type of administrative setting (group or individual), time allocations for test administration (fixed or self-paced), instructions to subjects, and procedures for answering questions. Scoring procedures should be explicitly described, explaining the protocols for scoring sub-scales and totals, what to do with missing data and/or unfinished inventories, as well as suggestions for data presentation.

User. Users should realize that any assessment device is valid only if it is administered precisely in the manner delineated by the test developer. A test which is supposed to be administered in a formal group setting, with time allotments for each section, may lose all validity if it is given to an individual to take home to complete at his or her leisure. Similarly, attempts to clarify possible confusion and/or ambiguities by providing examples of possible responses are ill advised. Providing feedback or encouragement during a test, when none is advocated in the test manual, also may invalidate a comparison of test results with normative standards.

GUIDELINE 3: USER QUALIFICATIONS

Developer. It is the responsibility of the test developer to specify any special qualifications required for test administration, scoring and interpretation. Such qualifications may be in the form of certification or terms of required training. For example, a professional psychologist, a licensed counselor, a medical doctor or an individual with 30 hours of fieldwork in observational techniques, may be required for administering, scoring, and/or interpreting various tests.

Users. Users need to acknowledge the specialized form of expertise required for

administration, scoring and interpretation of some tests. Projective tests, interviews, observational techniques, and tests associated with physiological testing (i.e., cardiovascular stress tests) may require the user to include a qualified specialist in the assessment.

GUIDELINE 4: TEST VALIDITY

Developer. The test manual should include information regarding the validity of the test, with specific identification of the purposes, situations, and populations (of persons) to which the validity statement refers. Criteria-related validity coefficients should be included for each criterion about which a recommendation is made, and all measures of criteria should be described fully.

User. Users should pay careful attention to the samples, conditions, and test purposes for which validities are given in the test manual. Status variables such as age, sex, socioeconomic status, and level of education may relate to the variable being tested. Interpretations of test results from a population differing from those used in the original test validation may be quite misleading.

GUIDELINE 5: TEST RELIABILITY

Developer. The test manual should include, whenever possible, information regarding the consistency of form-associated reliability, stability or time-associated reliability, and when appropriate, internal consistency of the test. As different methods of determining the reliability coefficient take account of different sources of errors, all reported reliability coefficients must include a description of the method used to derive these coefficients. Highly desirable is information concerning the variance components for all error sources. Tests which purport to measure general traits such as aggression, motor ability, or attitude towards some general concept (e.g., competition) must include evidence of internal consistency.

User. Tests reporting generally low consistency and/or stability reliability coefficients are not recommended for individual assessment. Tests which do not report test-retest reliability are suspect when used to measure change over extended periods of time.

GUIDELINE 6: NORMS

Developer. Normative data should be included in the test manual, as information of sample characteristics is necessary for a clear delineation of the referent population. Sample characteristics should include such things as subject age, sex, experience or background, socio-economic status and/or occupation. In addition, descriptions of relevant variables such as skilled and unskilled learners or special sample characteristics such as volunteers for a therapy group or participants in a remedial motor program should be identified. Norms should be presented in terms of percentile ranks and/or standard scores, along with measures of central tendency and variability for each subgroup.

User. Test users should be careful in comparing the test results of their subjects to those of the published norms. It is recommended that one take note of the unique characteristics

of the population used to establish the norms. For example, "elite athletes" from a small rural community may not correspond with "elite athletes" from a large urban area. Similarly, motor task norms established with male subjects may not correspond to norms established with a female sample.

ETHICAL STANDARDS IN TESTING HUMAN SUBJECTS

When testing within sport and physical activity settings a conflict often arises between adhering to highly controlled testing procedures and protecting the welfare of the subjects being tested. For example, it is often the testing process itself which results in discomfort, yields confidential information and/or cause ethical-moral dilemmas. In these situations it is recommended that test developers and users adhere to the ethical principles discussed in the APA guidelines, *Ethics in Research With Human Participants* (APA, 2000), and condensed and presented as Principle 9 of Ethical Standards for Provision of Services by NASPSPA Members (Section 3.A.) Especially relevant for test developers and users are the principles that: (1) the subject be informed of his or her freedom to participate in the study and withdraw at any time, (2) the subject be informed as to the nature and purpose of the study and (3) all test results be kept strictly confidential unless the subject's consent is otherwise given. Finally, even when these conflict situations do not arise it is recommended that these guidelines be utilized by all test developers and users.

References

Sales, B. D., & Folkman, S. (Eds.). (2000). *Ethics in research with human participants*. Washington, D.C.: American Psychological Association.

American Psychological Association. (1974). *Standards for educational and psychological tests*. Washington, D.C.: American Psychological Association.

American Psychological Association. (1992). Ethical principles of psychologists and code of conduct. *American Psychologist*, 47, 1597-1611.

APPENDIX C

Guidelines for Area Program Chairs

INTRODUCTION

The President (who becomes Past-President and Conference Program Chair) is encouraged to select the three Area Program Chairs prior to the current meeting and then have a face-to-face meeting with them to review all procedures. This committee will work with the Past-President to select area committees that are diverse (e.g., area of expertise, schools of thought, gender). It is often helpful but not necessary if someone on the current committee can serve as Area Program Chair the following year.

SELECTION OF COMMITTEE MEMBERS

Area program chairs should select committee members whose interests and concerns reflect a contemporary research focus in the literature in their program area (i.e., motor development, motor learning/control, sport and exercise psychology). They should work closely with committee members and seek their input on symposia themes, invited speakers, presiders, procedures, etc. Area Program Chairs and committee members should be confirmed as members of NASPSPA before the appointment. Long time NASPSPA members often make the 'best' committee members, but newer or junior members can provide a fresh perspective too. A committee is probably best served by a mixture of seniority and research perspectives within their program area.

BUDGET

NASPSPA operates on a break-even philosophy for the conference. Registration fees must cover *all* expenses. Each program area is allotted \$1500 to cover expenses but additional funds can be allocated if approved by the Past-President. You should therefore decide on a keynote speaker first. The policy is that we typically *do not pay any expenses for NASPSPA members*. The idea of funding is to support external individuals to come to our meetings.

When Area Program Chair talks with a prospective *keynote speaker*, say that NASPSPA will cover their travel (least expensive travel including overnight Saturday), hotel room, registration, and a \$500 honorarium. When you make initial contact, encourage them to stay for the entire conference *and* to interact with NASPSPA members. The Area Program Chair should provide them with relevant research examples related to their area of expertise (if they are unaware of our discipline-specific journals). The Area Program Chair or their designee shall serve as host for the keynote speaker. They should be aware of when the person is arriving, what his/her meal preferences are (do they prefer to be on their own or eat with other folks), and be sure to escort him/her to the banquet.

Any deviations in the budget must go through the Past-President. In some circumstances there may be a local person that would be a good reactor for a symposium or a good

symposium presenter. Work with the Past-President to see if they can be enticed for a small fee.

Once you have determined the keynote speaker and any other individuals who appear on your budget sheet, you will submit their names and contact information to the Past-President who will forward to the Conference Site Coordinator. *The Conference Site Coordinator will arrange for travel, sleeping rooms, and payment for speakers.*

PROGRAM CONSIDERATIONS

Human Kinetics Lecturer

The Past-President is responsible for organizing this session. Please send any suggestions to the Past-President.

Major Speakers and Symposia

Each area is responsible for organizing the program for their respective area. In general, each area will have a major speaker, a senior lecturer, perhaps an invited symposium, and other programming that will prove valuable to NASPSPA members. The Past-President will provide Area Program Chairs with a program grid. You will see that there is limited time on the program but try to be creative to make the most of the time slots available.

- *Keynote Speaker*

Communicate with your committee members and generate a list of 3 to 5 names. Before you ask these individuals to speak, please share your list with the Past-President.

- *Senior Lecturer*

Some years ago, NASPSPA wanted a way to recognize and hear the work of individuals who were considered senior members of the society. Often these individuals have their students present at conferences but the membership rarely was afforded the opportunity to hear from the leaders in the field. Therefore, each program area began to invite an individual to share their work at the conference. *Recognize that this is not an award.* This is a request to speak at the conference and share research ideas in a 25-30 minute time slot. In return, the individual receives an honorarium of \$150 (no other expenses). Any individual selected for this position *should be one of our long-standing members* and should be attending the conference that year. You may solicit ideas from your program committee for individuals to serve as a Senior Lecturer but do not ask anyone until you have communicated with the Past-President. It is not necessary to have a senior lecturer every year. (Note: The NASPSPA Distinguished Scholar Award is selected by nomination and committee and does not have any relationship to the Senior Lecturers).

- *Invited symposia*

Encourage individuals to submit symposia rather than invite them. When a person is invited they often think that they will receive an all-expense paid trip to the conference. However, if you personally contact them and urge them to submit, this impression will not occur. Remind individuals that they need to be a NASPSPA member to submit. This is often a good chance to solicit some folks who may live locally but haven't attended NASPSPA in some time. Symposia should not consist of a collection of verbal presentations on one topic. Symposia are expected to be organized around a theme with a logical connection between speakers and/or a discussant to bring things together. An ideal format is a short introduction, three speakers and a discussant but this is not mandatory.

- *Abstract Submissions*

It is the responsibility of the area program committee to review and select the abstracts for inclusion at the conference as well as assign the times for presentation. The Area Program Chair will review all abstracts for their section to determine appropriateness before sending them to the entire committee. Try to group your posters thematically before submitting your final program to the Past-President.

- *Moderators and Presiders*

Area Program Chairs select moderators or presiders for all their sessions. They should be experienced presenters but should not be presenting in the session at which they are serving as moderators. Guidelines for the moderators are provided and the Area Program Chairs should reinforce the importance of keeping to time and keeping the same order that is printed. Moderators are not reimbursed.

During the session:

 - Make certain that PowerPoint files are properly loaded and open;
 - Introduce each speaker by giving author's name, institutional affiliation, and name of presenter (in case of multiple authors);
 - Give speakers a signal at 5 and 2 minutes remaining in their presentation;
 - Stop the presentation when there are 30 seconds remaining (no exceptions). If audience members have questions, they can ask the speaker after the session is over.

Outstanding Student Paper Awards

Students submitting abstracts as the primary author are eligible for the outstanding student paper award. Please see the Awards section in this manual.

TIMELINE

June	Current President (to be Past-President for next year's conference) meets with Area Program Chairs at conference to discuss responsibilities
July 1	Names for committee members submitted to Past-President
September 1	List of 3 names of potential keynote speakers with a small statement about their areas of research and why they would be good speakers.
September 15	List of potential senior lecturers and invited symposia to Past-President; preliminary budget information to Past-President
January 16	Abstracts due (preliminary review by Area Program Chairs)
February 20	List of accepted abstracts due from Area Program Chair to Past-President. Area Program Committees begin screening for the Outstanding Student Paper Award.
March 1	Authors notified about acceptance of abstracts (not mode of presentation). Preliminary Schedules delivered to Past-President by Area Program Chairs including list of presiders.
March 7	Area Program Chair notified Past-President of winner of the Outstanding Student Paper Award.
March 15	Draft program posted on the Web. Authors notified of mode of presentation.
April 1	Final version of program posted on the Web. Early registration due.
May 1	Hotel reservations due; late registration due.

APPENDIX D

Guidelines for Conference Site Coordinator

1. The Conference Site Coordinator works closely with the Past-President on all aspects of the conference. The goal of the conference is to break even financially.
2. A cancellation fee of \$25 will be charged if a person cancels between 30 and 60 days preceding the conference. A cancellation fee of \$50 will be charged if a person cancels between 7 and 30 days before the conference. Registration fees will not be refunded if a person cancels less than 7 days before the first conference date (5/29/97, Executive Committee).
3. As soon as the site is determined and contract is signed by two NASPSPA officers or designees, the Conference Site Coordinator will advertise conference in appropriate outlets (ACSM, SCAPPS, JSEP, TSP, etc.).
4. Site Coordinator will be responsible for all conference logistics (meeting rooms, food and beverage, all coordination with site).
5. Site Coordinator will report back to Secretary-Treasurer an Income/Expense report so the S/T can include with his or her NASPSPA budget information.
6. The Conference Site Coordinator will work with the Executive Committee to decide future conference sites. The Conference Site Coordinator will do site visits and report back to the Executive Committee on pros and cons of each site. NASPSPA will pay for expenses for site visits.
7. At the conclusion of each conference the Site Coordinator will meet with the Executive Committee to gather feedback on the current conference.

APPENDIX E

Guidelines for Abstract Submission and Presentations

A. Types of Papers Accepted for Presentations

Data based, theoretical, or research review papers that have not been previously published or presented elsewhere are eligible for presentation. If the data on which a submitted paper is based have been previously published or presented elsewhere, the author should indicate where the paper was published or presented and how the submitted paper is different from the previous paper.

B. Nonsexist Content in Abstracts and Presentations

In our continuing effort to demonstrate commitment to policies of nondiscrimination for women and minorities, the NASPSPA executive committee has adopted the following guidelines for program proposals and presentations.

Program Titles and Abstracts

Choice of titles for program and abstract descriptions should use words that are clear, accurate, and free from bias. Titles which may be humorously intended may subtly convey sexist views. Titles and abstracts which address issues using generic terms may also convey stereotypic attitudes. For example, titles referring to 'mankind' may carry the implicit assumption that woman are of secondary importance. Titles adopted for presentations should be given thoughtful consideration to ensure nonsexist attitudes.

Program Presentation

Language used in program presentations should be nonsexist. Long established cultural conventions and practices can become powerful unconscious perpetrators of sexist attitudes. Of particular importance are those words which convey dominance of one sex over the other such as the use of the pronoun 'his' as a universal referent. Constant use of the 'his' pronoun keeps the male visible in language and thereby in the collective conscious, rendering the female invisible. Alternative sentence structure so that the need for a pronoun is eliminated, or using his or her as a referent, are acceptable alternatives. Stereotyping, or using words that convey unsupported or biased connotations about sex roles and identity should be avoided. The use of the term 'man and wife,' for example, implies different activities for each term and leads the listener with respective evaluation components. Using terms such as 'chairman,' 'marksman,' and 'oarsman,' leads to unconscious conclusions about sex appropriate occupational or sports behavior. The changing of language may seem a difficult task, but careful attention to implicit meaning and practice in rephrasing old, comfortable language makes the task less difficult. The goal of this effort - accurate and unbiased communication - will then be achieved.

Visual Aids Used in Program Presentations

Visual aids used in program presentations should also be nonsexist. Slides as well as words can convey biased connotations about sex roles and identity. Slides intended to be humorous may also subtly convey sexist views. Therefore, slides developed for presentation should be given thoughtful consideration to ensure nonsexist attitudes.

C. Use of Subject/Client Names

Although APA and NASPSPA Ethical Guidelines permit the use of subject/client names with the person's consent, it is rarely necessary to reveal the identity of subjects/clients in a research presentation. Even with subject/client consent, identifying them may not be in their long-range best interest. This is particularly evident in presentations which deal with problems in emotional control, interpersonal relations, personality, or behavior that is deemed antisocial/unlawful. Therefore, NASPSPA has adopted a policy that investigators shall not use subject/client names in presentations. However, if permission has been granted by the subject/client and the topic of discussion is not subject to misinterpretation that could reflect poorly on him/her, special permission to use subject/client names may be granted by writing to the NASPSPA Past-President.

D. Commitment to Present

Abstracts are submitted with the understanding that the paper will be presented by the lead author or a coauthor, in person. If the author(s) cannot be present to give the paper for some unexpected reason, it is his/her/their responsibility to find an appropriate substitute or to petition in writing to the Executive Committee for the paper's withdrawal. Except under exceptional circumstances (with written justification), failure to do so will result in being ineligible to author a paper at NASPSPA for up to two years for all authors on the paper. The list of non-presented papers will be printed in the next edition of the conference proceedings.

E. On-Line Submission Requirements

Specific instructions for online submission will be published in the Fall newsletter and on the NASPSPA website.

The maximum length of an abstract is approximately 4.5" wide by 3.5" long, with 9-point Times font.

Presenters must be NASPSPA members at the time of the conference. Abstracts may be submitted prior to membership renewal. Non-members will not be able to attend the conference.

An author may be the first author on no more than two verbal and/or poster presentations each year.

An acceptance/rejection letter will be sent on or about March 1.

APPENDIX F

Detailed Guidelines for Communication Director

The Communication Director (CD) is responsible primarily for the NASPSPA newsletter, website updates, approval of job postings, and communication to membership.

(a) NASPSPA Newsletter

- The NASPSPA newsletter is published 3 times per year by Human Kinetics (HK) and is posted by the CD on the NASPSPA website. Publication dates are:

- Winter (March 15th)
- Spring (May 1st)
- Fall (December 1st)

- The current contract with HK includes a 15-page limit, beyond which NASPSPA is charged a page cost (Note. EC meeting minutes, membership reports, and award information will now be posted separately on the NASPSPA web-site, which reduces the page count significantly from newsletters of the past).

- The current process (beginning Volume 33) of publishing the newsletter involves the CD collecting, organizing, and doing preliminary editing of information for the newsletter, which is then sent along to Human Kinetics (HK) for publication and editing. Information should be sent from EC members or NASPSPA membership to the CD electronically, either in e-mail messages or as attached files. The information then needs to be organized, and edited, by the CD for ease of use by HK (a good idea is to have a master document outlining sections of the Newsletter in which corresponding files are clearly identified). Once HK has put together a newsletter proof, it should be sent along to the EC for final review (the CD is also responsible for doing any final editing on the proof at this point). Final edits are then sent by the CD to HK for any changes. The final newsletter (sent from HK to the CD in pdf format) is then posted by the CD on the NASPSPA web-site on the publication date (and a notice must then be sent to membership notifying them of its availability). Any EC meeting minutes, membership reports, and/or award information updates should then be posted at the NASPSPA site at the time of newsletter publication (and noted in the newsletter with a hotlink to those documents).

(Note. Because HK ideally requires the information 1 month in advance of the publication date, materials for each newsletter should be requested from the EC and NASPSPA members so that they are received 5 weeks in advance of publication [or 1 week in advance of the submission deadline of information to HK]. This provides the CD one week to collect, organize, and do preliminary editing of information; as well as to follow-up on any items that might not have been received by the requested date).

Specific information for each of the three newsletters

- Note that the specific headings list the type of information published and at least one member of the Executive Committee is responsible for writing and sending each piece of information to the CD.

FALL ISSUE (Issue 3)

- Send request for newsletter materials: September 15th
- Deadline for materials to CD: October 25th
- Materials to HK: November 1st
- Publication Date: December 1st

- The Fall issue is listed as the third issue of the volume (because we operate on a January-December calendar year for membership).

- Section 1 (1 page) - COVER PAGE

A) *Include the NASPSA logo:*

Include attached file

B) Include the following text near the logo:

www.naspsa.org

C) Include the following information:

Volume #

Issue #

Month, Year

Tri-annual Publication

D) Include a list of executive committee members

E) Request a Table of Contents on the cover page

- Section 2 (~2-3 pages) – President’s message and Past-President’s column

A) President’s Message (submitted by the President)

Include attached files (message and photo)

B) Past-President’s Column (submitted by the Past-President)

Include attached files (column and photo)

- Section 3 (~1-2 pages) – Conference hotel information

Include attached files with a link to the conference hotel, hotel rates, transportation and parking details, conference registration costs, the area program committees, and photos of the location (this material should be collected from the Conference Site Coordinator and the Past President). Also, provide a note to renew memberships and register for the conference on-line.

- Section 4 (~1 page) – Early Career Distinguished Scholar Awards

Start this page with the heading “*Early Career Distinguished Scholar Awards*” at the top of the page, followed by a bio and photo of each (from the Past President).

- Section 5 (~ 1 page) – Distinguished Scholar Award

Start this page with the heading “*Distinguished Scholar Award*” at the top of the page, followed by a bio and photo (from the Past President).

- Section 6 (~1-2 pages) – Conference information

Include attached files with dates of the conference, a link to the NASPSPA registration site, abstract submission deadlines, start and end times of conference, a notice of when hotel registration opens, program chair contact information, area program committee information, and photos. Also include detailed information on abstract submission (this material should be collected from the Conference Site Coordinator and the Past President)

- **Section 7** (1 page) – Students’ Column (submitted by the Student Representative)

Include attached files (column and photo)

- **Section 8** (~ 1 page) – Student Awards

Provide announcements of the Student Award winners from the previous conference and photos of them receiving their awards. Also, note for readers that a listing of awards can be found at the NASPSPA web-site (and provide a hot link, if possible)

- **Section 9** (~ 1 page) – NASPSPA Distinguished Scholar, NASPSPA Early Career Distinguished Scholar, and NASPSPA Outstanding Student Paper award information

Provide announcements of the Award winners from the previous conference and photos of them receiving their awards. Also, note for readers that a listing of award nomination information can be found at the NASPSPA web-site (and provide a hot link, if possible, under each)

- **Section 10** (~ ½ page) – Spring Executive Committee Meeting Minutes

Provide a note to members that the Spring Executive Committee Minutes can be found on the NASPSPA web-site (and provide a hot link, if possible). The following EC minutes need to be included: Pre-conference, Business Meeting, and Post-conference. Minutes are submitted by the Secretary-Treasurer.

- **Section 11** (1 page) – Financial Report and Membership Report

Provide the Financial Report in full, and provide a hot link to the Membership Report on the NASPSPA web-site. The Financial and Membership reports are submitted by the Secretary-Treasurer.

WINTER ISSUE (Issue 1)

- Send request for newsletter materials: **January 1st**
- Deadline for materials to CD: **February 8th**
- Materials to HK: **February 15th**
- **Publication Date: March 15th**
 - The Winter issue starts a new volume and is issue number 1.
 - **Section 1** (1 page) - COVER PAGE
 - A) *Include the NASPSPA logo:*
Include attached file
 - B) Include the following text near the logo:
www.naspspa.org
 - C) Include the following information:
Volume #
Issue #
Month, Year
Tri-annual Publication
 - D) Include a list of executive committee members
 - E) Request a Table of Contents on the cover page
 - **Section 2** (~2-3 pages) – President’s message and Past-President’s column
 - A) President’s Message (submitted by the President)
Include attached files (message and photo)
 - B) Past-President’s Column (submitted by the Past-President)
Include attached files (column and photo)
 - **Section 3** (~1-2 pages) – Conference hotel information
Include attached files with a link to the conference hotel, hotel rates, transportation and parking details, conference registration costs, the area program committees, and photos of the location (this material should be collected from the Conference Site Coordinator and the Past President)
 - **Section 4** (~1 page) – Pre-conference symposium information
There might or might be a pre-conference symposium or workshop at each conference. If relevant, this information should be collected from the Past President and/or the Conference Site Coordinator.
 - **Section 5** (~3-5 pages) – Lecturers and Keynotes
 - **Section 5.1** – Human Kinetics Lecturer and Early Career Distinguished Scholars
Start this page with the heading “*Human Kinetics Lecturer*” at the top of the page, followed by a bio and photo of the Human Kinetics Lecturer (from the Past President).

Then have the heading “*Early Career Distinguished Scholars*”, along with a presentation title and photo of each Early Career Distinguished Scholar (from the Past President)

- Section 5.2 – Keynote Speakers

Include a presentation title, brief bio, and photo for each of the Keynote Speakers (from the Past President)

- Section 5.3 – Senior Lecturers

Start with the heading “*Senior Lecturers*” at the top of the page, with the following just below the heading as well “*The purpose of our Senior Lecturer series is to hear about the research efforts of some of our distinguished members who have presented at NASPSPA over the years. Regardless of program area, these talks will appeal to all NASPSPA members.*” Below this include a presentation title, bio, and photo for each of the Senior Lecturers (from the Past President)

- Section 6 (1 page) – Students’ Column (submitted by the Student Representative)

Include attached files (column and photo)

- Section 7 (~ 2 pages) – Feature Article

There might or might not be a feature article submitted by membership. If so, include the article and any photos (if relevant). The article should appeal to the broad membership. An example of a recent article is “Motor Development goes to China” (Volume 33, 1).

- Section 8 (~ 1 page) – Out-going NASPSPA Executive

Provide a little thank you all out-going NASPSPA executive members as well as the Conference Site Coordinator. Include photos from the previous NASPSPA conference. (***Important Note: The CD is responsible for taking photos of out-going executive members at each conference, as well as photos of other award winners***)

- Section 9 (~ ½ page) – Fall Executive Committee Meeting Minutes

Provide a note to members that the Fall Executive Committee Minutes can be found on the NASPSPA web-site (and provide a hot link, if possible). Minutes are submitted by the Secretary-Treasurer.

SPRING ISSUE (Issue 2)

- Send request for newsletter materials: **March 1st**
- Deadline for materials to CD: **March 25th**
- Materials to HK: **April 1st**
- Publication Date: **May 1st**

- The Spring issue is the second issue of the volume.

- Section 1 (1 page) - COVER PAGE

A) *Include the NASPSA logo:*

Include attached file

B) Include the following text near the logo:

www.naspsa.org

C) Include the following information:

Volume #

Issue #

Month, Year

Tri-annual Publication

D) Include a list of executive committee members

E) Request a Table of Contents on the cover page

- Section 2 (~2-3 pages) – President’s message and Past-President’s column

A) President’s Message (submitted by the President)

Include attached files (message and photo)

B) Past-President’s Column (submitted by the Past-President)

Include attached files (column and photo)

- Section 3 (1 page) – Students’ Column (submitted by the Student Representative)

Include attached files (column and photo)

(Note. This column should include an invitation to attend the conference, progress on student issues, and announce student meeting at conference)

- Section 4 (1-2 pages) – President-Elect Candidates

Include pictures and bios for each candidate (names submitted by President; bios and photos submitted by the candidates). A position statement about commitment to, and interest in, the position has been included when available.

- Section 5 (1-2 pages) – Secretary/Treasurer Candidates or Communication Director Candidates (*Note: The Secretary-Treasurer and Communication Director elections are in alternating years.*)

Include pictures and bios for each candidate (names submitted by President; bios and photos submitted by the candidates). A position statement about

commitment to, and interest in, the position has been included when available.

- Section 6 (1-2 pages) – Student Representative Candidates

Include pictures and bios for each candidate (names submitted by President; bios and photos submitted by the candidates). A position statement about commitment to, and interest in, the position has been included when available.

(b) Website Updates

- The CD is responsible for updating the content of the NASPSPA web-site. Probably the most significant regular updates include timely abstract submission information and deadlines, as well as other conference information (e.g., invitation, call for papers, registration, hotel registration, and maps) as they become available from the Past-President. The CD also ensures the conference sponsor information is posted (that information should be gathered from the Secretary-Treasurer prior to the conference each year).

- As of June, 2008, Executive Committee Meeting Minutes need to be posted on the NASPSPA web-site. The minutes from EC meetings should be collected from the Secretary-Treasurer and submitted to HK at the same time as the fall and winter newsletter items and hotlinked in the newsletters.

(Note. Prior to June, 2008 [up to and including the Winter, 2008 newsletter] EC meeting minutes can be found in the previously published newsletters).

- As of June, 2008, NASPSPA awards information needs to be posted on the NASPSPA web-site. The CD should ensure that the information, particularly award amounts and application deadlines, are consistent with current NASPSPA policy. This should be done at the latest on the same date as the release of the fall newsletter.

(Note. The award information can also be found in the NASPSPA Policy Manual, so it's just a matter of ensuring the web-site information is consistent with the current Policy Manual).

(c) Approval of job postings

- As of the Fall, 2007 EC meeting (see minutes in the Winter, 2008 newsletter), the NASPSPA policy is: "...only faculty positions or post-doctoral announcements will be sent to the membership via email, and that graduate assistantships be posted on the message board."

(As of June, 2008 the CD could approve positions with or without a notification e-mail to members via the NASPSPA web-site. Faculty positions or post-doctoral announcement only should be send via an e-mail notification, in addition to being approved and posted. Graduate assistantships should be approved and posted only [and as a courtesy to members attempting to post a graduate assistantship announcement, send an e-mail informing them of the current NASPSPA policy])

(d) Communication to membership.

- The CD is responsible for general communication to members. Notices via e-mail typically include:
 - newsletter publication (sent March 15th, May 1st, December 1st)
 - reminders to renew membership (sent November/December)
 - abstract submission deadlines
 - conference updates
- The CD is also responsible to provide a verbal report to members at the conference business meeting
 - As of the Fall, 2008 EC meeting (to be published in the minutes of the Winter, 2009 newsletter), the NASPSPA policy is: “The EC decided that the communication director would canvas the EC committee on whether emails about future conferences should be emailed or posted; depending on how useful the information would be to a majority of the members.” As a result, when members request that information on conferences, workshops, etc... be sent to members, an e-mail should be sent to the EC for approval either as a post on the web-site or e-mail to members. If the request for an e-mail is denied, the CD should inform that a membership list can be purchased from the Secretary-Treasurer.

(e) Assistant

Hire a part-time assistant (maximum of \$1000.00 per year) to help with duties as needed, especially obtaining information for the newsletters.

APPENDIX G

Duties of Secretary-Treasurer

1. Financial Records

- a. Maintain bank account and on-line banking with Wells Fargo;
- b. Pay bills and deposit checks using NASPSPA Wells Fargo account;
- c. Maintain NASPSPA financial records by using Quicken software;
- d. Generate financial reports for business meeting and executive board meetings;
- e. Distribute funds for awards (most checks written at conference; exceptions are Graduate Student Research Grants and International Travel Grants) and maintain records of recipients and amount;
- e. Create and implement methods of keeping the organization financially solvent;
- f. File appropriate reports each year to State of Illinois and federal government;
- g. Have a certified accountant verify the books at the end of the term.

2. Membership

- a. Revise membership form each year and communicate with Human Kinetics (HK) regarding any changes (usually after Fall EC meeting);
- b. Work with HK to remind members to renew membership (usually in November/December);
- b. Coordinate with HK regarding membership issues, membership database maintenance, and related issues;
- c. Communicate with membership regarding any of the above

3. Conferences

- a. Work with HK and the conference coordinator on registration and financial issues prior to and during conference as needed;
- b. Send a letter to conference sponsors detailing payment, what they receive, contact information for conference coordinator, and request their LOGO and website; upon reception send LOGO and website to Communication Director;
- c. Keep a history of sponsors;
- d. Take NASPSPA laptop to conference for reference to documents during executive meetings;
- e. Write up minutes of business meeting and distribute to EC (usually by email) for editing and unofficial approval;
- f. Provide members with financial and membership reports; take enough copies for members attending business meeting.
- g. Write checks for conference awards and for generation of awards (currently Bernice Fischman creates award certificates, has them framed and shipped to the conference).

4. Executive committee meetings

- a. Take NASPSPA laptop for reference to documents during meeting;
- b. Take minutes during meeting and distribute a draft of minutes to EC for unofficial approval;

- c. Prepare financial and membership reports (fiscal year end for fall EC and up to mid- or end of May for conference EC meetings) and take copies for the EC to meetings;
 - d. Distribute reimbursement forms to EC members and collect forms/receipts and then reimburse;
5. Assistant
Hire a part-time worker (\$15 per hour, for a maximum of \$500 per year) to help with duties as needed.
6. Other duties
- a. Communicate with companies/individuals who request mailing lists, and work with HK to generate mailing list
 - b. Communicate with members (and organizations) who have questions regarding membership or other issues;
 - c. Pay HK for Management Contract
 - d. Report website problems to communication director;
 - f. Address legal and insurance issues;
 - g. Update NASPSPA letterhead after elections and prior to September 15.
 - h. Maintain inventory of items owned by NASPSPA that are worth more than \$500;
 - j. Maintain electronic copy of current Policy Manual (word) and other documents, such as legal and historical on NASPSPA laptop
 - k. Maintain monthly back-up of NASPSPA laptop on the external hard drive

APPENDIX H

Student Representative Time Lines and Notes

June (Conference)

- Begin recruiting student rep candidates for next year. Work with current student rep.
- Attend EC post-conference meeting on Sunday morning following the conference

September

- Read policy manual
- Student Rep appointment begins (September 15)

October

- Fall Newsletter Due
 - o Recap of conference events including student award winners
 - o Provide information about each student award and deadline
 - o Details and highlights about next year's conference

November

- Attend Fall EC Meeting
 - o Conference issues for students
 - o Nominees for student rep

January

- Begin planning student social
 - o Work with Conference Site Coordinator (currently Penny McCullagh)
 - o Budget is \$1000 (when planning, make sure to ask about gratuity included charges)
 - o Avoid locations that are not walking distance from the conference hotel

February

- Winter Newsletter Due (early February)
 - o Upcoming award deadlines
 - o Student issues from the Fall EC meeting
 - o Announce pre-conference symposiums/workshops
 - o Provide information about student social if possible
- Establish line of communication for students looking to share a room at the conference. Suggest use Facebook and the Winter Newsletter.
- Email student rep candidates for bio/statement of interest and picture. *Give them a deadline (about a month) to submit materials to you. Also, inform the candidates that they should plan on staying until Sunday afternoon of the conference because the incoming student rep must attend the post-conference EC meeting.

March

- Finalize student social (mid March)
 - o Provide Conference Site Coordinator and Past President with details
 - o Conference Site Coordinator will provide payment
- Spring Newsletter Due (end of March)
 - o Submit student rep candidates bio/statement of interest and picture to communication director
 - o Provide pre-conference symposium/workshop details
 - o Provide specific information about student social (day, time, location)
 - o Encourage student attendance at Annual Business Meeting

April/May

- Tie up loose ends pertaining to upcoming conference
 - o Deposit for student social

APPENDIX I
PAST OFFICERS

Year	President	Secretary-Treasurer	Communication Director	Student Rep.
1967-1969	A.T. Slater-Hammel	Roscoe Brown, Jr.	Gerald Kenyon	
1968-1969	A.T. Slater-Hammel	Roscoe Brown, Jr.	Gerald Kenyon	
1969-1971	B.J. Cratty	Roscoe Brown, Jr.	Gerald Kenyon	
1971-1973	E. Dean Ryan	Rainer Martens	Kenneth Lersten	
1973-1974	Rainer Martens	William Koch	Jean A. Barrett	
1974-1975	Dorothy Harris	William Koch	Jean A. Barrett	
1975-1976	Don Kirkendall	William Koch	Jean A. Barrett	
1976-1977	Waneen Wyrick Spirduso	Frank L. Smoll	Daniel M. Landers	
1977-1978	Richard Schmidt	Frank L. Smoll	Daniel M. Landers	
1978-1979	Harriet Williams	Richard A. Magill	Daniel M. Landers	
1979-1980	Robert Christina	Richard A. Magill	Daniel M. Landers	
1980-1981	Ronald Marteniuk	Richard A. Magill	Penny McCullagh	
1981-1982	Tara Scanlan	Richard A. Magill	Penny McCullagh	
1982-1983	Glyn Roberts	Craig Wrisberg	Penny McCullagh	
1983-1984	Robert Schutz	Craig Wrisberg	Jane E. Clark	
1984-1985	Richard A. Magill	Deborah Feltz	Jane E. Clark	
1985-1986	Daniel Landers	Deborah Feltz	T. Gilmour Reeve	
1986-1987	Mary Ann Robertson	Maureen Weiss	T. Gilmour Reeve	
1987-1988	Michael Wade	Maureen Weiss	Thelma Horn	
1988-1989	Craig Wrisberg	Mary Carlton	Thelma Horn	
1989-1990	Diane Gill	Mary Carlton	Joan Duda	
1990-1991	Jerry Thomas	Steve Wallace	Joan Duda	
1991-1992	T. Gilmour Reeve	Steve Wallace	Jere Gallagher	
1992-1993	Jane Clark	Kathleen Haywood	Jere Gallagher	
1993-1994	Robert Weinberg	Kathleen Haywood	Tonya Toole	
1994-1995	Karl Newell	Kathleen Williams	Tonya Toole	
1995-1996	Steve Wallace	Kathleen Williams	James Cauraugh	Desiree LaFevre
1996-1997	Howard Zelaznik	Harry Meeuwsen	James Cauraugh	Shannon Robertson
1997-1998	Janet Starkes	Harry Meeuwsen	James Cauraugh	Nicola Hodges

1998-1999	Beverly Ulrich	Jody Jensen	James Cauraugh	Andrea Mason
1999-2000	Kathleen Haywood	Jody Jensen	Debra Rose	Chris Bertram
2000-2001	Brad Hatfield	Jill Whittall	Debra Rose	Shannon Bredin
2001-2002	Kathleen Williams	Jill Whittall	Noreen Goggin	Tim Welsh
2002-2003	Penny McCullagh	Gabriele Wulf	Noreen Goggin	Clare MacMahon
2003-2004	Mark Fischman	Gabriele Wulf	Diane Ste-Marie	Shannon Clark
2004-2005	Charles Shea	Alan Smith	Diane Ste-Marie	Quincy Almeida
2005-2006	Maureen Weiss	Alan Smith	Diane Mack	Shauna Burke
2006-2007	Digby Elliott	Ann Smiley-Oyen	Diane Mack	Chris Rhea
2007-2008	Deborah Feltz	Ann Smiley-Oyen	Kent Kowalski	Julia Devonish
2008-2009	Jill Whittall	David Sherwood	Kent Kowalski	Greg Chow
2009-2010	Craig Hall	David Sherwood	Jennifer Etnier	Rebecca Bassett

APPENDIX I

PAST AWARD WINNERS

Distinguished Scholars

Franklin Henry	1981
Lawrence Rarick	1981
Jack Adams	1989
Richard Schmidt	1992
Daniel Landers	1995
Glyn Roberts	1998
Scott Kelso	1999
Karl Newell	2002
Jerry Thomas	2003
Waneen Spirduso	2004
Ronald Marteniuk	2004
George Stelmach	2005
Bert Carron	2007
Robert Singer	2008
Bob Malina	2009

President's Award

Alfred Hubbard	1991
Arthur Slater-Hammel	1991
Rainer Martens	1992
Robert Singer	1997
Penny McCullagh	1998
Jane Clark	1999
T. Gilmour Reeve	2002
Daniel Landers	2005
Jerry Thomas	2006
Beverly Ulrich	2009

Early Career Distinguished Scholars

Deborah Feltz	1985
Les Carlton	1986
Peter Hancock	1987
Edward McAuley	1991
Beverly Ulrich	1992
Stephan Swinnen	1993
Jody Jensen	1995
Richard van Emmerik	1996
Daniel Weeks	1996
Richard G. Carson	1997
Kerry Courneya	1998
Kathleen Martin	2001
A. Mark Williams	2003
Viktor Jirsa	2004
Heather Hausenblas	2005
Paul Estabrooks	2006
Matthew Heath	2007
Sian Beilock	2008
Ryan Rhodes	2008
David Vaillancourt	2009
Timothy Welsh	2010

Outstanding Student Paper Awards

Claire Giuffrida	1994
Mary D. Walling	1994
Rosa M. Angulo-Kinzler	1994
Jin H. Yan	1995
Maria Kavussanu	1995
Jennifer Etnier	1995
Yeou-Peh Liu	1996
Maria Kavussanu	1996

L.T.B. Gobbi	1996
Jose Barela	1997
Andrea Mason	1997
Shannon Mihalko	1997
Nida Roncesvalles	1997
Kelly Pryde	1998
Diane Romero	1998
Chunxiao He	1998
Paul Estabrooks	1999
Thomas Scott Marzilli	2000
Victoria Haehl	2000
Panteleimon Ekkekakis	2000
Jenny Hill	2001
A-Ron Chang	2002
Kaleb McDowell	2002
Max J. Kurz	2003
Jason S. Metcalfe	2003
Daniella Godoi	2004
Matthais Weigelt	2004
Nicholas Myers	2004
Steven Coombes	2005
Thomas Korff	2005
Amy Latimer	2005
Meghan McDonough	2006
Ting Liu	2007
Breanna Studenka	2008
Bradley King	2008
Kelley Arbour	2008
Alison Smith	2008
Anastasia Kyvelidou	2009
Jennifer Gapin	2009

Graduate Student Research Grants

Kelly Arbour	2005
Aaron Duley	2005
Dawn Lantero	2005
Anne Cox	2005
Steven Coombes	2006
Janice Chien-Ho Lin	2006
Nicholas Myers	2006
Sarah Wall	2006
Winona Snapp-Childs	2007
Shailesh Kantak	2007
Tobin Silver	2007
Jennifer Brunet	2008
Chad Rethorst	2008
Kelly Gamble	2009
Matt Brown	2009
Neha Loda	2009

Graduate Student Award for International Conference Travel

Clare MacMahon	2003
Breanna Studenka	2006
Li-Chiou Chen	2006
Chia-Lin Chang	2006
Beth Smith	2007
Chia-Lin Chang	2007
Kate Keetch	2007
Michael Sage	2008
Moe Machida	2009
Rebecca Bassett	2009

APPENDIX J

NASPSPA Area Program Committees

- 1973 Rainer Martens (Chair)
Jack Keogh
Richard Schmidt
Michael Wade
- 1974 Ann Duncan Baylor (program coordinator)
Lawrence Abraham (assistant to program coordinator)
John McNutt (conference coordinator)
- 1975 Dorothy Harris (Chair)
Robert Christina
- 1976 Waneen Wyrick Spirduso (conference chair)
Daniel Landers
- 1977 William B. Koch (conference chair)
A. Craig Fisher (program coordinator)
Harold Morris (program coordinator)
- 1978 David Pargman (conference and program director)
Michael Sachs (assistant program director)
- 1979 Robert W. Christina (representative to scientific committee)
Mary Ann Robertson
Vern Seefeldt
Jerry Thomas
Jane Clark
Conrad Milne
Glyn Roberts
Wayne Halliwell
Tara Scanlan
Dean Ryan
J.A. Scott Kelso
Waneen Wyrick Spirduso
Eric Roy
Karl Newell

Motor Learning/Control

- 1980 Larry Abraham (Chair)
Beth Kerr
Diane Shapiro
Eric Roy

Motor Development

- John Tudor (Chair)
Mary Ann Robertson
Harriet Williams
Jerry Thomas

Sport & Exercise Psychology

- Tara Scanlan (Chair)
Lawrence Brawley
Robert Weinberg
Penny McCullagh

- 1981 John Shea (Chair)
Richard Magill
Craig Wrisberg
G. Klimovitch Lofthus
Stephen Wallace

- Jane Clark (Chair)
Jack Keogh
Crystal Fountain
Marcella Ridenour

- Lawrence Brawley (Chair)
Michael Passer
Robert Weinberg
Julie Simon

1982	Stephen Wallace (Chair) Doug Larish Howard Zelaznik Christine MacKenzie	Jerry Thomas (Chair) Jere Gallagher Kathleen Haywood Hugh McCracken	Dan Gould (Chair) Robert Weinberg Deborah Feltz John Silva
1983	Howard Zelaznik (Chair) Greg Anson John McCabe Karl Newell Diane Shapiro	Jack Keogh (Chair) Ann Beuter Eric Roy Al Salmoni Harriet Williams	Michael Passer (Chair) Bert Carron Joan Duda Diane Gill Ron Smith
1984	Ron Marteniuk (Chair) George Stelmach Wynne Lee Les Carlton Linda Ho John Salmela	Michael Wade (Chair) Jane Clark John Tudor Walter Davis Leonard Zaichkowsky	Dan Landers (Chair) Atsushi Fujita Wayne Halliwell W. Jack Rejeski Yuri L. Hanin Robert Singer Albert V. Carron E. Dean Ryan Diane Gill Ronald E. Smith
1985	T. Gilmour Reeve (Chair) Virginia Diggles David Goodman Hal Morris John Shea	May Ann Robertson (Chair) Steve Langendorfer Kathi Thomas Harriet Williams Marjorie Woollacott	Robert Singer (Chair) Wayne Halliwell Dan Landers Robert Rotella Jean Williams
1986	Chuck Corbin (Chair) Doug Larish Dan Corcos	Chuck Corbin (Chair) Kathleen Haywood	Chuck Corbin (Chair) Dan Landers Penny McCullagh
1987	Dave Goodman (Chair) Ian Franks Tim Lee	Greg Reid (Chair) Kathleen Williams Beverly Ulrich	Ed McAuley (Chair) Dan Landers Maureen Weiss
1988	Les Carlton (Chair) Susan Moore Chuck Walter	Beverly Ulrich (Chair) Walter Davis Harriet Williams	Dorothy Harris (Chair) Brad Hatfield Peggy Richardson Robin Vealey David Yukelson
1989	Mark Fischman (Chair) Mary Rudisill David Sherwood	Allen Burton (Chair) Walter Davis Michael Wade	Steve Boutcher (Chair) Bonnie Berger Thelma Horn
1990	H. Zelaznik (Chair) Janice Deakin Robert Christina Richard Magill Chuck Worringham	Jane Clark (Chair) Jo-Anne Lazarus Jere Gallagher Beverly Ulrich	R. Weinberg (Chair) Maureen Weiss David Yukelson Charles Hardy Penny McCullagh

1991	David Sherwood (Chair) Craig Chamberlin Chuck Walter	Kathleen Williams (Chair) Jane Clark Kathleen Haywood Marjorie Woollacott	Maureen Weiss (Chair) Robert Brustad Damon Burton Debra Crews Joan Duda
1992	Richard Schmidt (Chair) Tim Lee Richard Magill Karl Newell Marjorie Woollacott	Kathleen Haywood (Chair) Allen Burton Jill Whitall Marcella Ridenour	Deborah Feltz (Chair) Lawrence Brawley Thelma Horn Martha Ewing David Furst
1993	John Shea (Chair) Alan Salmoni Heather Carnahan Charles Walter Christine Mackenzie	Harriet Williams (Chair) Dale Ulrich Joanne Lazarus Cindy Riach	Joan Duda (Chair) Steve Boutcher Vicki Ebbeck Neil Widmeyer Diane Wiese
1994	Steve Wallace (Chair) David Goodman David Sherwood Beverly Ulrich	Jo-Anne Lazarus (Chair) Crystal Branta Jody Jensen Marliese Kimmerle Steve Langendorfer	Brad Hatfield (Chair) Bert Carron Thelma Horn Steve Petruzzello Maureen Weiss
1995	Charles Shea (Chair) David Wright Stephan Swinnen Gabriele Wulf James Cauraugh	Jere Gallagher (Chair) Clersida Garcia Sue McPherson Mary Painter Dale Ulrich	David Yukelson (Chair) Albert Carron Robert Eklund Lise Gauvin Robin Vealey
1996	Tim Lee (Chair) Heather Carnahan Luc Proteau Chuck Walter Richard van Emmerick	Walter Davis (Chair) Allen Burton Jackie Goodway Cindy Riach	Kevin Spink (Chair) Larry Brawley Martha Ewing Mary Fry
1997	Jane Clark (Chair) Richard Carson Barbara Hart Richard Magill Debra Rose	Beverly Ulrich (Chair) Crystal Branta Michael Wade Jill Whitall	Daniel Landers (Chair) Larry Brawley Daniel Gould W. Jack Rejeski Jean Williams
1998	Heather Carnahan (Chair) Patti Weir Stephan Swinnen Daniel Corcos	Jody Jensen (Chair) Jo-Anne Lazarus Jürgen Konczak Helen Parker	Albert Carron Chair Kim Ducharme Peter Terry Phillippe Brunel
1999	Digby Elliott (Chair) Richard Carson Diane Ste-Marie Richard Van Emmerik	Jill Whitall (Chair) Karl Rosengren Dale Ulrich Laurie Wishart	Wendy Rodgers (Chair) Howard Hall Craig Hall Sandra Moritz
2000	Ian Franks (Chair) Romeo Chua Paul vanDonkelaar Dave Goodman	Mary Ann Robertson (Chair) Rosa Angulo-Kinzler Jane Clark Greg Reid	Vicki Ebbeck (Chair) Stuart Biddle Kerry Courneya Thelma Horn

2001	Ann Smiley-Oyen (Chair) Richard Van Emmerik Les Carlton Barbara Hart	Nancy Getchell (Chair) Jennifer Romack Helen Parker Jackie Goodway Jose Barela	Thelma Horn (Chair) Curt Lox Karla Kubitz Darren Treasure
2002	Dave Sherwood (Chair) Lanie Dornier Dagmar Sternad Doug Weeks	Jane Clark (Chair) Jody Jensen Juergen Konczak David Anderson Daniela Corbetta	Darren Treasure (Chair) Kathleen Martin Robert Eklund Marc Lochbaum Glyn Roberts
2003	Doug Weeks (Chair) David Wright Shannon Ringenbach James Cauraugh	Daniela Corbetta (Chair) David Anderson James Galloway Rosa Angulo-Kinzler Karl Rosengren	K. Martin Ginis (Chair) Lew Hardy Steve Bray Alan Smith
2004	Shannon Ringenbach (Chair) Lanie Dornier Tim Lee Richard van Emmerick	David Anderson (Chair) Victoria Haehl Carl Gabbard Dan Southard	Alan Smith (Chair) Peter Crocker David Conroy Nancy Gyurcsik
2005	Debra Rose (Chair) Lesley Brown Clark Dickin Jeffrey Fairbrother	Carl Gabbard (Chair) Rosa Angulo-Barroso Jill Whitall David Witherington	Peter Crocker (Chair) David Conroy Heather Hausenblas Eva Monsma
2006	Jeffrey Fairbrother (Chair) Matt Heath Sian Beilock John Buchanan	Jill Whitall (Chair) Jody Jensen Cole Galloway Jo-Anne Lazarus	Steve Bray (Chair) Kathleen Martin Ginis Chris Janelle Shawn Arent
2007	Sian Beilock (Chair) Nicola Hodges Diane Ste-Marie Tim Welsh	Jody Jensen (Chair) Reggie Harbourne Nida Roncevalles Bev Ulrich	Chris Janelle (Chair) Tony Amorose Paul Estabrooks Danielle Symons-Downs
2008	Matt Heath(Chair) Gord Binstead Dave Westwood Luc Tremblay	Geert Savelsburgh (Chair) John van der Kamp Jose Barela Karl Rosengren Daniela Corbetta	Larry Brawley (Chair) Amy Latimer Brian Focht Mark Beauchamp
2009	Luc Tremblay (Chair) Bill Berg Dominic Simon Timothy Welsh	Jose Barela (Chair) Carl Gabbard Geert Savelsbergh Marcio Oliveira	Jenny Etnier (Chair) Amy Latimer Mark Williams Tiffanye Vargas-Tonsing Danielle Symons-Downs
2010	Carolee Winstein (Chair)	Dale Ulrich (Chair)	Danielle Symons-Downs (Chair)

APPENDIX K

Past Lectures/Speakers

Human Kinetics Lectures

- 1988 Dr E. Roger Jones, Professor, Department of Philosophy, The University of Tennessee, Knoxville. *Philosophical tension in a scientific discipline: So what else is new*
- 1989 Dr. H.M. Ducharme, Assistant Professor, Department of Philosophy, The University of Akron. *The person as agent in sport psychology, motor learning, control and development.*
- 1990 Dr. John M. Hoberman, Associate Professor, Department of Germanic Languages, The University of Texas, Austin. *The origins of sport psychology.*
- 1991 Don Hellison, Professor, Portland State University. *Sport psychology and humanity: A perspective on the role of values and impact in academic life.*
- 1992 Dr. Gerald Massey, Director, Center for Philosophy of Science, University of Pittsburgh. *Mind-Body Problems.*
- 1993 Michael Turvey, University of Connecticut. *From Borelli (1608) and Bell (1826) to Dynamical Laws of Perception and Action.*
- 1994 Robert D'Amico, University of Florida. *Philosophy and the clarification of our concepts.*
- 1995 Sarah Franklin, University of California, Santa Cruz. *Body techniques in the postmodern era.*
- 1996 John Basmajian, McMaster University. *A glorious symphony: Muscle, ligaments, CNS.*
- 1997 M.C. Smith, University of Colorado Health Sciences Center. *Knowledge building for the health sciences in the 21st Century.*
- 1998 Robert Root-Bernstein, Michigan State University. *Rethinking thinking: Kinesthetic and other non-verbal forms of thought.*
- 1999 Peter J. Lang, University of Florida. *Emotion and attention: Basic research in cognitive neuroscience (and implications for the psychology of sport).*

- 2000 Ted Bullock, UC-San Diego. *What do we need to find out? Some evolutionary perspectives, especially "system" puzzles that underline our ignorance.*
- 2001 Andrew Black, University of Missouri-St. Louis. *Integrity in research: A role for philosophers?*
- 2002 Integrative Symposium: *Superior Performance: Is it Marked by Economy of Effort?* Moderator: Karl Newell. Speakers: Tony Sparrow, Janet Starkes, Lew Hardy
- 2003 Integrative Symposium: *Specificity of Training in Sport and Exercise Psychology & Motor Behavior* Introduction: Janet Starkes. Speakers: Jean Côté, Queens University and Luc Proteau, University of Montreal
- 2004 J.A.S. Kelso, Florida Atlantic University: *The complementary nature of human movement science.*
- 2005 R. Scott Kretchmar, Pennsylvania State University: *Games, boredom, and the evolution of human intelligence.*
- 2006 David Rosenbaum, Pennsylvania State University: *The Cinderella of psychology: The neglect of motor control in the science of mental life and behavior.*
- 2007 Robert Schutz, Ph.D. *Measurement and statistics in Kinesiology: Cinderella, wicked stepsister, or fairy godmother?*
- 2008 Laurel Trainor Ph.D. *Feeling the beat: The origins of music in rhythmic movement.*
- 2009 Jason Scott Robert, Arizona State University: *Human ethology: The comparative biology of human nature.*

Major and Guest Speakers**1976**

Janet Spence
Bob Helmreich
Paul Paulus
James Houk
Jennifer Buchwald
Edward Taub
Robert Hutton
Steve Keele
Eberhard Fetz

1978

Robert Hicks
H.T.A. Whiting
D.J. Glencross
Charles Spielberger

1980

Bernard Weiner
Susan Harter
Franklin Henry
John Gyr

1982

Peter Green
C.R. Gallistel
Joseph Young
T. Borkovec

1984

M. Jeannerod
E. Thelen
J. Nitsch
P. Lang

1977

Michael Turvey
Hollis Fitch
Norman Endler
Thomas Easton
Edward Deci
Bill Jones

1979

Kevin Connelly
Carol Dweck
Herbert Haag
Yuri Hanin
Doreen Kimura
Jacques Paillard
Christopher Poulton

1981

George Stelmach
Irwin Sarason
Emilio Bizzi
Michelene T.H. Chi
Lawrence Rarick
Ann Beuter
Claire Kopp

1983

William Charlesworth
John Hollerbach
J. Soechting
Daniel Kirschenbaum

1985

Charles Carver
John Fentress
David Rosenbaum

1986

Michael Posner
Herbert Pick
Edwin Lock

1988

Francis J. Pirozzolo
R.B. Stein
Eugene Goldfield

1990

Frances D. Horowitz
Richard Ivry
John Nicholls

1992

Mark Leary
John Anderson
Peter Wolf

1994

Esther Thelen
Robert Dustman
K. Anders Ericsson

1996

Ken Holt
James Maddux
David Rosenbaum
Ronald E. Smith

1998

Stuart Biddle
Larry Brawley
Neil Alexander
Tom Rowland
Ann Gentile

1987

Claes von Hofsten
William Morgan
J.A. Scott Kelso

1989

Elliot Saltzman
Peter Seraganian

1991

Ann C. Bekoff
Jacquelynne Eccles
Anatole Feldman

1993

Apostolos P. Georgopoulos
Roger Johnson
David Johnson

1995

Bruce Compas
Joseph Campos
Robert Bjork

1997

Kurt W. Fischer
Roland S. Johansson

1999

Martin L. Maehr
William T. Greenough
Reinoud J. Bootsma

2000

Nina Bradley
Richard Ivry
James Sallis

2002

Gilbert Gottlieb
Elliott Saltzman
Edward L. Deci

2004

Aftab E. Patla
John J. Rieser
Jacquelynne S. Eccles

2006

Melvyn A. Goodale
Edward McAuley
Michael Turvey

2008

Mark Conner
Randy Flanagan
Brian Hopkins

2001

Olaf Sporns
Thomas Thach
Arthur Kramer

2003

Franz Mechsner
Rachel Keen
John D. Mayer

2005

K. Anders Ericcson
Claes von Hofsten
Robert Malina

2007

Guenther Knoblich
Richard Ryan
Scott Robinson

2009

Richard Lerner
Jaime Pineda
Charles Spence

Senior Lecturers**1999**

MD Jane Clark, University of Maryland
ML/C John Shea, Florida State University
S/EP Edward McAuley, U. of Illinois

2001

MD Mary Ann Robertson, Bowling Green
ML/C Richard Magill, Louisiana State U.

2003

MD Jerry Thomas, Iowa State U.
ML/C Jeff Summers, U. of Tasmania
S/EP Bert Carron, U. of Western Ontario

2000

MD Karl Newell, Penn State University
ML/C Ron Marteniuk, Simon Fraser U.
S/EP Dan Landers, Arizona State U.

2002

MD Michael Wade, U. of Minnesota
ML/C George Stelmach, Arizona State
S/EP Glyn Roberts, Norwegian U. of
Sport Science

2004

MD Beverly Ulrich, U. Michigan
ML/C Howard Zelaznik, Purdue Univ.

2005

MD Marjorie Woollacott, U. Oregon
ML/C Tim Lee, McMaster Univ.
S/EP Larry Brawley, U. Saskatchewan

2007

MD JoAnne Lazarus, U. Wisconsin-Madison
S/EP Tara Scanlon, UCLA
ML/C Janet Starkes, McMaster U.

2009

MD Jody Jensen, U. Texas at Austin
S/EP Maureen Weiss, U. of Minnesota
ML/C Charles Shea, Texas A&M

2006

MD Carl Gabbard, Texas A & M Univ.
S/EP Bradley Hatfield, U. Maryland
ML Carolee Winstein, U. of S. Calif.

2008

MD Jill Whitall, U. Maryland, Balt
ML/C Jim Cauraugh, U. Florida
S/EP Joan Duda, U. Birmingham, UK

Appendix L
History of the NASPSPA Conference Locations

YEAR	Conference Location	University Sponsor	
1967	Las Vegas, NV		(with AAHPER)
1968	St. Louis, MO		(with AAHPER)
1969	Boston, MA		(with AAHPER)
1970	Seattle, WA		(with AAHPER)
1971	Detroit, MI		(with AAHPER)
1972	Houston, TX		(with AAHPER)
1973	Allerton Park, Monticello, IL	University of Illinois	<i>First independent conference</i>
1974	Anaheim, CA		(with AAHPER)
1975	State College, PA	Penn State University	
1976	Austin, TX	University of Texas	
1977	Ithaca, NY	Ithaca College	
1978	Tallahassee, FL	Florida State U.	
1979	Trois-Riviere, Quebec		(with Intl Congress of Physical Education)
1980	Boulder, CO	University of Colorado	
1981	Asilomar, CA		
1982	College Park, MD	University of Maryland	
1983	East Lansing, MI	Michigan State University	
1984	Eugene, OR	University of Oregon	(with 1984 Olympic Scientific Congress)
1985	Gulfport, MS	LSU & U. So Miss.	
1986	Scottsdale, AZ	Arizona State University	
1987	Vancouver, BC	UBC & Simon Fraser	
1988	Knoxville, TN	U. of Tennessee	
1989	Kent, OH	Kent State University	
1990	Houston, TX	University of Houston	
1991	Asilomar, CA		
1992	Pittsburgh, PA	University of Pittsburgh	
1993	Brainerd, MN	University of Minnesota	
1994	Clearwater, FL	University of Florida	
1995	Asilomar, CA		
1996	Muskoka, Ontario		(with SCAPPS)
1997	Denver, CO		(with ACSM)
1998	St. Charles/Chicago, IL		
1999	Clearwater, FL		
2000	San Diego, CA		
2001	St. Louis, MO		
2002	Baltimore, MD		
2003	Savannah, GA		
2004	Vancouver, BC		
2005	St. Petersburg, FL		
2006	Denver, CO		(with ACSM)
2007	San Diego, CA		
2008	Niagara Falls, Ontario		
2009	Austin, TX		
2010	Tucson, AZ		