



INTERNATIONAL NETWORK OF SPORT AND HEALTH SCIENCE

CONSTITUTION

ORGANISATIONAL AND OPERATIONAL REGULATIONS

INTRODUCTION

In 2005 to the initiation of Berzsenyi Dániel Főiskola (later University of West Hungary) with the participation of 10 universities (higher education institutions) an international network was founded in order to cooperate in the area of sport-and health sciences. The Network that was founded to help to coordinate the lecturing and research of the sport- and health science discipline, to contribute to the improvement of health science and university sport and to manage research and lecturing of sport by organizing various professional meetings and multi-lateral scientific conferences. Since then more higher education institutions have joined the Network from all over Europe and also other continents. The representatives of the Network's higher education institutions expressed their mutual interest in the tightening and extension of this cooperation.

Name of the organization and its legal situation

- International Network of Sport and Health Science (INSHS)
- Year of foundation: 2012.
- Founders: Higher Education Institutions from Europe and other continents
- Center of Organization:
 - University of West Hungary – Savaria Campus
 - 4. Károlyi Gáspár tér, Szombathely H-9700.
 - Tel.: +36-435 3800; +36-94-504 413
 - dancs@mnsk.nyme.hu; www.eusponet.com
 - JHSE (JOURNAL OF HUMAN SPORT AND EXERCISE) - University of Alicante: - <http://www.jhse.ua.es/index.php/jhse>
- **Legal status: network of higher education institutions**

Tasks of the organization

- International management of the sport and health science discipline in the field of higher education;
- teaching & training of sport and health management professionals in the joining institutions;

- help and collaboration in scientific and research activities;
- management of teacher and student mobility;
- shared tendering operations;
- exchange of professional information and creating possibilities for publication;
- conference and scientific event planning regarding sport and health science;
- operation of the website and its continuous supply with information.

Management of the Network

- The head of INSHS (International Network of Sport and Health Science) is the Head Coordinator, who is chosen by the General Assembly. The head coordinator acts as official representative of the organization in meetings with higher education institutions as well as in matters outside the Network.
- The main decision making organ forum of the Network is the INSHS General Assembly, which is convened by the Head Coordinator at least once a year.
- **At the General Assembly each founder and joined institution is represented by one person, who is entitled to vote and by his replacement in case of his inability to vote.**
- The representatives of institutions are always appointed by the delegating institution and can be changed any time.
- The Head Coordinator is chosen by the General Assembly for a duration of 4 years.
- The voting procedure takes place with as many members/representatives that are present and is won by the simple majority of the votes (50%+1 person). **In case of equality of votes the vote of the Head Coordinator will make a decision.**
- The appointment of the Head Coordinator ceases with: resignation, revocation or decease. A revocation is initiated by a written declaration of the majority of the representatives and is decided by a second voting where an absolute majority is needed.
- The management of the Network is led by the **9 (10) -members** Coordination Council/Board (Head Coordinator and 8 members).
- **The (8 or 9) members** of the Coordination Council/Board are chosen by the General Assembly for a duration of 4 years.
- The appointment of the members of Coordination Council/Board is normally suggested by the Head Coordinator but other members/representatives can also make suggestions in this regard. The appointees are to make a declaration about accepting (or declining) the appointment.
- The members of the Coordination Council/Board are chosen in a secret ballot from an appointment list by the representatives present at the given General Assembly. Candidates from the list are to become members of the Coordination Council/Board in

the due order of candidates with the most votes. In case of a tie the decision is made after a second ballot.

- The meetings of the Coordination Council/Board are initiated and organized by the Head Coordinator. The head of the meeting is the Head Coordinator or the representative appointed by her/him. The orders of the Council/Board are decided by simple majority. In case of a tie the word of the head of the meeting is conclusive.
- The work of the Coordination Council/Board is helped by the work of the Administrative Office.
- The members of the Administrative Office are appointed by the Head Coordinator and their work is controlled by him/her too.
- The members of the Administrative Office are responsible for the Network's administration, its register, correspondence, PR and the Network's communications.
- Furthermore the Administrative Office makes preparations for the programs of the Network (General Assembly, Christmas Conference, Professional meetings, other conferences).

Operation of the network

- The main decision-making organ of the International Network of Sport and Health Sciences is the General Assembly, which is held at least once a year. The General Assembly consists of the representatives (1 person /institution) of all higher education institutions that are members of the Network and the Head Coordinator, who is entitled to an own vote.
- The General Assembly is quorate when the majority of the member institute's representatives is present.
- A General Assembly can be held even in the absence of the majority of the member institutes, only in this case the General Assembly is not allowed to adjudicate but to make suggestions.
- A General Assembly can be held within the scope of a scientific conference or a professional meeting.
- The date and time of a General Assembly is determined by the Coordination Council/Board and is convened by the Head Coordinator. Date and time of the General Assembly is named in the invitation.
- Items of the agenda of the General Assembly can be suggested by any representative of the Network or any member of the Coordination Council/Board. The acceptance of the given item of the agenda is decided by the General Assembly.
- An invitation to the General Assembly will be sent to a representative of any institution that intends to join the Network and sign the Joining Agreement.
- The exclusive scope of authority of the General Assembly includes:
 - the election of office-holders

- hearing of the referral of the Head Coordinator and the Coordination Council/Board
 - creation and dissolution of Thematical Sub- Groups
 - acceptance of the annual financial report
 - acceptance of the strategical program of the Network
- The Coordination Council/Board – to the suggestion of the Head Council/Board – is entitled to create Thematical Sub- Groups. The head of a Thematical Sub- Group– if given the opportunity – should be a member of the Coordination Council/Board. A Thematical Sub- Group is created in order to harmonize the work and research of an emphatic professional area.
 - The operation of a Thematical Sub- Group is based on the work of the Network's member institutions but a contribution of an outside institution or person is too allowed.
 - The results of the work and research of Thematical Sub- Groups can be published on the website, in the Journal or in conferences of the Network as well as through other media.

Stance and resolutions

- Resolutions of the International Network of Sport and Health Sciences are adopted by the General Assembly – with majority decision. To achieve a majority decision 50% + 1 of the votes are needed.
- The proposal to be accepted as resolution is prepared and presented by the Head Coordinator in a form of a resolution proposal. The given resolution proposal should be sent to the representatives of the member institutions – via email - previous to the General Assembly.
- The higher education institutions – through their representatives – can suggest modifications prior to or during the General Assembly, the validity of which can be achieved by a majority decision.
- With regard to organizational and professional questions the INSHS can give stances. The General Assembly as well as the Coordination Council/Board are allowed to publish stances in the name of INSHS. A stance can also be made and approved of in an electronic way.

Events of the Network

- The Network organizes scientific and professional meetings and events.
- Information about the events of the INSHS are provided by the Administrative Office of INSHS or the host of the event and can be obtained in a form of email or from the website of the Network.

- The scientific and professional events – with the volunteering of the institution – should be hosted by a member institution of the Network. The volunteering higher education institution co-organizes the given event with the Head Coordinator and the Coordination Council/Board.
- The Network's aim is to organize at least one professional- scientific event a year (The Convention) where the General Assembly meets and all member institutions are represented.
- The highlighted event of the INSHS is the annual Christmas Conference, which takes place in the Center of Organization of the Network (University of West Hungary – Savaria Campus , Faculty of Sport). To this conference are in the first place university students (BA,MA,PhD) and young researchers-lecturers expected.
- The initiation of hosting and organizing a professional meeting, program or scientific event can be undertaken by any member institution of the Network, whereas the institution can operate individually or with the support of the Network.
- In the professional and scientific events a participation and/or registration fee are established by the host institution and the direction of INSHS.
- The Administrative Office is to help the exchange of information between member institutions and the communication regarding events and scientific publications of the Network in the highest degree.

Terms of membership

- The institutional membership of the International Network of Sport and Health Sciences is valid with the official submission or consignment of the signed Joining Agreement.
- The receipt of the Joining Agreement is to be confirmed by the Head Coordinator. With the receipt of the document the applying institution is to become a full member of the Network.
- A Joining Agreement can be submitted by a registered higher education institution in possession of a valid operation permit in the given country.
- The applying higher education institution appoints with the submission of the Joining Agreement also the person representing the institution (contact person).
- The given higher education institution will be represented in the INSHS by the appointed contact person, and so will the INSHS be represented in the given institution by her/him.
- The decision about potential the membership fee will be made later.
- The membership relation ends:
 - with the resignation declaration (Joining Declaration) of the higher education institution
 - by the total absence from the events of the INSHS (min. 2 years)

- Benefits of the membership:
 - organized and regular institutional relations
 - the free use of the Network's website and other related web platform for scientific matters
 - to provide publication possibilities
 - quick and effective exchange of scientific information
 - admission rights to the data bank of the Network
 - reduced registration/participation fees in the scientific and professional events organized by the INSHS and its member institutions
 - at the annual Christmas Conference one person's registration fee/ member institution is covered by the host institution

The institutional representatives present at the General Assembly of the INSHS of 2012 approved the Organizational and Operational Regulations of the Network.

Opatija, 23rd of March 2012

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Head Coordinator