Bylaws of the Sport Communication Interest Group
Adopted: 05/23/2015
Revised: 10/13/2022

ARTICLE I
Name
The name of this group shall be the Sport Communication Interest Group of the International Communication Association.

ARTICLE II
Purpose & Rationale
The purpose of the Sport Communication Interest Group is to promote communication-related research about sport in order to advance scholarship in this field. Additionally, our purpose is to stimulate theoretical development in the areas of sport communication. The study of sport and the sport experience offers opportunities for the study of human communication that involve multidisciplinary approaches that merge the disciplines of conventional communication studies and research, journalism, new media, cognitive sciences, cultural studies, social sciences, health sciences, law and policy, and history.

ARTICLE III
Membership
Membership in the Sport Communication Interest Group shall be open to any Active Member of the Association who pays the Sport Communication Interest Group fee.

ARTICLE IV
Elected Officers & Leadership Roles
Section 1. Officers.
The Elected Officers of the Sport Communication Interest Group are defined by the ICA bylaws: “Each Interest Group shall have a Chairperson, a Vice-Chairperson, a Secretary, a Student and Early-Career Representative, and an International Liaison. The Vice-Chairperson and the Secretary shall be elected in alternate years, each for a term of two years. The Vice-Chairperson automatically succeeds the Chairperson for a two-year term. The Student and Early-Career Representative and International Liaison shall be elected for a two-year term. All elections are incorporated into the ICA election process through the ICA headquarters office. All officers shall remain dues-paying members of their Interest Group for the duration of their elected terms. No officers may immediately succeed themselves in office. No elected officer or candidate may run for, or hold, more than one elected office at a time wherein the elected terms would overlap. Non-members of the Association may not hold office. Any elected officer of an Interest Group may be removed from office by the following procedure: at least one-third of the listed members of the Interest Group must sign a petition to the Executive Director of the Association requesting a special election, and including nominations for the office in question. The Executive Director arranges an extraordinary election within 60 days at the Interest Group’s expense, with the challenged officer(s) included on the ballot. The result of the election becomes effective immediately. The Chairperson for each qualifying Interest Group (see Sections 1 and 6) shall be a non-voting member of the Board of Directors for the ensuing year.”
Section 2. Nominations.
Nominations for elected offices shall be solicited by the Sport Communication Interest Group Chair. The names of at least two nominees who have given their consent must appear on the ballot for each vacant office. The Sport Communication Interest Group officers should actively seek nominees before each ICA election. These nominees will prepare a candidate statement which the Sport Communication Interest Group’s Chair will collect and submit to ICA (see Section 5).

Section 3. Representation.
The Sport Communication Interest Group’s Chair shall ensure that the Sport Communication Interest Group’s leadership reflect the diversity of the ICA membership, including methodological approach, nationality, regional identification, gender, and ethnicity.

Section 4. Election.
The election of any officer shall be by a majority vote of only the Active Members of the Sport Communication Interest Group via the Association’s Annual Election.

Section 5. Vacancies.
Unanticipated vacancies shall be filled by appointment of an Active Member of the Sport Communication Interest Group by the global headquarters of the International Communication Association who will consult with the Chair.

Section 6. Duties.
All officers shall perform those duties usually associated with the respective office as outlined by the Association. The Chairperson, Vice-Chairperson, Secretary, Student and Early Career Representative, and International Liaison comprise the Sport Communication Interest Group Executive Committee. The Executive Committee confers on matters of Interest Group policy, makes recommendations of actions for membership approval, and proposes budgets and expenditures.

a) The Chairperson is responsible for coordination of Interest Group activities with ICA central administration and for communication of matters of interest or policy to the entire Interest Group membership. The Chairperson presides at the annual meeting of the Interest Group and represents the Interest Group on the ICA Board of Directors. The Chairperson is also responsible for final authorization of expenditures from the Interest Group budget and for maintaining Interest Group finances in good order.

b) The Vice-Chairperson coordinates the submission and review of papers and other presentations at the ICA annual conference. The Vice-Chairperson is responsible for communication and coordination with the ICA conference program administration. The Vice-Chairperson shall also assist the Chairperson when requested and assume the duties of Chairperson in the event of the latter’s absence, disability, or request.

c) The Secretary is responsible for keeping notes of the annual business meeting, for keeping division records, and for carrying out the announcement of candidates and elections process. The Secretary is also responsible for establishing and managing the Interest Group space on the ICA website, maintaining the Interest Group listserv, managing social media presence, and assisting the President in preparation of announcements and articles for the ICA Newsletter.
d) The Student and Early Career Representative will be responsible for establishing and maintaining relationships with students and early career scholars for the Sport Communication.

e) The International Liaison shall assist the Sport Communication Interest Group in expanding global membership, advancing international scholarship, and assisting ICA in all efforts to support the communication research community around the world.

ARTICLE V
Division/Interest Group Committees and Task Forces

Section 1. Committee Structure.
The committee structure of the Sport Communication Interest Group shall consist of (a) Standing Committees and (b) Task Forces. All committees and task forces shall be accountable to the [division/interest group’s] officers. The Chair shall appoint the Chairperson and members of each committee or task force, with the exception of those filled by ex-officio roles.

Section 2. Standing Committees
Standing Committees may be established or discontinued by the Sport Communication Interest Group officers through majority vote. A Standing Committee shall have no less than three members appointed by the Chair with the advice and consent of the Sport Communication Interest Group’s officers. The duties and responsibilities of each Standing committee, its structure, procedures for selection of its Chair, and terms of office of its Members, shall be determined by the Sport Communication Interest Group’s Chair when the Standing Committee is established.

Section 3. Task Forces
Task Forces may be appointed by the Chair to carry out particular tasks designed to make a substantive contribution to the mission of the Sport Communication Interest Group. The size of a given task force shall be in proportion to the duties to be performed. The Chair shall designate the term of the task forces, but they may be discharged earlier if, in the judgment of the Chair, they are not making substantial progress toward their assigned goal or if they have competed the task assigned to them and have delivered a recommendation to the Sport Communication Interest Group’s officers.

ARTICLE VI
Finances

Section 1. Dues.
Dues for Sport Communication Interest Group membership shall be $3.00 (USD) beyond the ICA membership dues. Any increase in dues will be voted on by the membership during the ICA election.

Section 2. Use of Funds
Funds collected through membership dues shall be directed toward expenses associated with Sport Communication Interest Group awards and receptions at the annual ICA conference. Additional expenses will be voted on by the membership during the ICA election.
ARTICLE VII
Meetings and Reports

Section 1. Annual Business Meeting.
The Sport Communication Interest Group shall arrange one general session during the annual ICA conference for and designated as the Annual Sport Communication Interest Group Business Meeting for the purposes of reporting and reviewing all decisions of the Sport Communication Interest Group’s officers.

Section 2. Scheduling.
Announcement of the time and place of the Annual Sport Communication Interest Group Business Meeting shall be made as far ahead as is reasonably possible; in every case, notice shall be sent in time to reach Active Members at least 30 days in advance of the meeting date.

Section 3. Agenda.
The agenda for the meeting will be composed by the Chairperson and will include a summary of Interest Group business for the year, a financial report summarizing Interest group revenues and expenditures, and activity reports of officers and committees of the Interest Group. The agenda will be announced to members attending the business meeting, and when practicable, distributed to members of the Interest Group at least one week before the first day of the annual conference.

Section 4. New Business.
Active Members of the Sport Communication Interest Group may initiate business at such meetings.

Section 5. Voting.
Items of business requiring the vote of the Active Members of the Sport Communication Interest Group may be transacted by electronic means, via the official Association election, when the Sport Communication Interest Group’s officers considers such action desirable.

Section 6. Annual Report.
The Sport Communication Interest Group submits an annual report to the ICA Board of Directions which is published annually in the ICA Annual Report, available to all members online.

ARTICLE VIII
Awards

Section 1. Awards.
The Sport Communication Interest Group awards the following:

a) Top Paper in Sport Communication (annually).
b) Top Student Paper in Sport Communication (annually).
c) Early Career Research Award (annually).
d) Sport Communication Legacy Award (when appropriate).
Section 2. Selection Criteria.

a) The Top Paper is awarded to the full paper that receives the highest average score among reviews.

b) The Top Student Paper is awarded to the full paper that receives the highest average score among reviews.

c) The Early Career Research Award is given annually to a scholar who has not yet earned tenure at their institution but has exhibited exemplary scholarship related to sport and communication. The award is open to all epistemological viewpoints and all communicative sub-disciplines relating to sport scholarship. The recipient should be a registered member of the ICA Sports Communication Interest Group.

d) The Legacy Award is given to a distinguished scholar in Sport Communication in years when an appropriate nomination has been submitted. Nominations will be reviewed by the Sport Communication Interest Group's Executive Committee. The award will be granted when the Executive Committee determines the nominee has contributed substantially and consistently to the creation, dissemination, and growth of sport communication scholarship.

Section 3. Nomination Committee.
The Sport Communication Interest Group Vice-Chairperson-Elect shall chair the Nomination Committee and will work with an ad hoc committee of volunteers from the membership.

Section 4. Nomination Procedures.
Nominations for the Early Career Research Award will be solicited by the Vice-Chairperson-Elect in a call for awards distributed to the Sport Communication Interest Group membership. Nominations for the Legacy Award will be solicited by the Chairperson through communication with the Sport Communication Interest Group.

Section 5. Selection Procedures.
Top Paper and Top Student Paper awards are selected in the process described in ARTICLE VIII, Section 2. The Early Career Research Award will be determined via a discussion and vote of the Nomination Committee members. Legacy Award winners will be determined via a discussion and vote of the Executive Committee.

ARTICLE IX
Amendments and Revisions
Section 1. Initiation of Changes. Amendments to, or other changes in, these Sport Communication Interest Group Bylaws may be initiated in any of the following ways: (a) The Sport Communication Interest Group’s officers may formulate proposals for amendment of these Bylaws and submit them, via the Association online election, with any arguments it chooses, to the Active Membership for vote. (b) The Chair may appoint a Sport Communication Interest Group committee to consider revising the Bylaws in general or in particular, and subsequently submit to the membership of the Sport Communication Interest Group the committee report, together with recommendations of the [division/interest group]’s officers for or against the proposals.
Section 2. Amendments. Amendments or revisions to this document may be considered formally, once a year via the ICA Annual Election, by the Active Members of the Sport Communication Interest Group as follows: (a) The Association headquarters shall send the proposed changes with explanations and arguments, a ballot, and a request for electronic vote to the Active Members of the Sport Communication Interest Group. An affirmative vote of at least the majority of the ballots returned shall be required for acceptance of the amendment(s). The results of the vote shall be reported to the membership following the vote.

Section 3. Enactment. Unless otherwise specified, an amendment approved by the Active Members of the Sport Communication Interest Group becomes effective upon approval.