

**Task Force Meeting**  
**AIESEP Conference in Jyväskylä, Finland**  
**July 7, 2006**

Present: Minna Blomquist – Finland

Mike McNeil – Singapore guest (proxy for Steven Tan)

Hilde Leysen – Belgian guest (proxy for Eleana Musch)

Lynn Kidman – New Zealand

Richard Light – Australia

Karen Swaby – Australian guest (proxy for Ross Brooker)

Yoshinori Okade – Japanese guest

James Mandigo – Canadian guest

Connie Connell – USA Guest

Satoshi Yoshino – Japanese guest

Louisa Webb – English guest

Judy Oslin – USA guest (proxy for Linda Griffin)

Andrew Frapwell – English guest

Joy Butler – Chairperson

Apologies: Keh Nait Chin, Jean-Francis Grehaigne, Linda Griffin, Raymond Liu, Robert Martin, Daniel Memmert.

II. Minutes of December 2005 meeting, accepted as true and accurate.

Moved by Richard Light, seconded by Joy Butler.

III. One day TGfU Symposium Congress Debrief:

a. KS – together was great, need to have morning teas and lunch organised.

b. KS – need forums together (i.e. after the pracs and symposiums, we should combine for a forum).

c. HL – Parallel workshops difficult, suggested 2 days devoted to TGfU

d. JB – Task Force thanks RL and LK for organising day

e. JB – Eileen McAvoy must be formally thanked (**JB to follow up**)

Decided that the practical time was adequate (eg one and a half hours for each practical presentation)

Need to link practice to theory in presentations

Decided that we should have an open policy to apply to do pracs and symposiums, have a selection committee to select, rather than hand picking presentations as occurred this time.

Agreed that those that cannot attend extra day can include their TGfU information or presentations within the AIESEP conference.

IV. Third TGfU conference, query was raised regarding status of proceedings. Raymond Liu is working on its release and Richard Light suggested it would be out in November.

V. RL announced and discussed the Asia Pacific Conference to be held on 14 – 15<sup>th</sup> December 2006 at University of Sydney, Australia

a. has designed one day aural presentations and one day practical presentations.

- b. Brochures were distributed at AIESEP conference and emailed to interested parties
- c. Joy Butler to be Keynote
- d. A\$300 registration fee

VI. JB discussed 4<sup>th</sup> TGfU Conference in Vancouver, the 14<sup>th</sup>-17<sup>th</sup> of May, 2008. Brochures were distributed at AIESEP conference.

a. suggested to send to Mark to put on flashy AIESEP newsletter.

VII RL – AIESEP profile is increasing

JB – discussed membership and election policies, gave brief history of TGfU Task Force. First met with Ron Feingold to become partners with AIESEP, has progressed from there.

At moment, there are 12 TGfU Task Force members.

JB provided a proposal for TGfU Task Force as a Special Interest Group (SIG) of AIESEP – originally endorsed at AIESEP Congress in 2002.

JB asked how to vote for procedures, oral or paper, only Task Force members are allowed to vote. It was decided to vote orally.

JB proposed Proposal 1 (see attached by JB). Discussion ensued around the SIG group.

KS Motioned to set up 5 member Executive + TGfU SIG as a structure.

LK Seconded

Vote: 7 For, 1 Abstention

See details in TGfU Election Policies under Structure (Appendix 1)

The new structure agreed upon in this Task Force meeting will take effect after it has been approved at the next Task Force meeting in May, 2008 in Vancouver.

See Appendix 1 for the approved document about the TGfU Election Policy – to be ratified at next Task Force meeting in Vancouver, May 2008.

JO: Motion to accept the Members part of the Proposal subject to amendments (amendments have been made to Appendix 1)

RL: Seconded this motion.

Operation of the TGfU SIG and Executive section was moved by JO to approve with amendments (amendments are in Appendix 1), KS seconded.

Moved to delete the Proposal 3 by KS, seconded by LK.

Proposal 4 became Proposal 3: The Executive Committee

KS Moved to accept proposal 3: The Executive committee with recommended amendments. JO Seconded (See Appendix 1 for amendments)

KS Moved to accept The Executive Committee Section with recommended amendments JO Seconded

VII. A big thank you to Joy Butler who mooted this proposal.

Meeting adjourned to a dinner location.

VIII. Focus Groups

There was a discussion about a newsletter for TGfU. KS agreed to put Proceedings and Presentations of AIESEP TGfU session on the Flash Newsletter. KS to send through to the Task Force

JB to update Task Force email list

JB to investigate a form to collect SIG members information.

It was recommended that US\$10 be the TGfU SIG fee and that they should be included within the AIESEP fees.

IX. Marketing of TGfU was mooted. It was decided that 2 or 3 people should brainstorm (via email) possible vision and goals of TGfU Task Force. JO to sort out a virtual meeting to discuss vision and goals.

Meeting adjourned at 10:10pm.

Next meeting Vancouver, May 2008 at TGfU Conference.

## **Appendix 1 TGfU Election Policies**

### **Structure**

The structure will be:

TGfU Executive (4-5 members from the Special Interest Group)

### **Members**

#### **1. Individual Membership**

Individuals interested in TGfU SI group may be admitted as individual members and pay i) AIESEP and ii) TGfU SI group membership fees (these fees are to be determined at next Task Force meeting in Vancouver, May 2008)

#### **2. Honorary Members**

Individuals who have rendered a special service to the association or made significant contributions to the field of physical education and/or sport can be appointed as Honorary members of TGfU SIG. Emeritus status may be granted to those who have served eight years or more with distinction within TGfU and have demonstrated professional service to their community. The TGfU Executive will determine the criteria for Honorary and Emeritus members. Nominations can be made by TGfU SIG and received by the TGfU Executive. The TGfU Executive will make the final decisions for Honorary and Emeritus members.

#### **3. TGfU Membership Application and Withdrawal**

- a. Affiliation requests for membership must be addressed to the secretary. These affiliation requests will be on the agenda of the next TGfU Task Force meeting. Withdrawal demands are subject to the same procedure.
- b. The status of membership of TGfU SIG is lost through
  - i. A failure to pay the contributions
  - ii. A notification of withdrawal to the secretary.
  - iii. A suspension decided by the TGfU Executive with a majority of two-thirds of the vote

### **Operation of the TGfU SIG and Executive**

#### **1. AIESEP TGfU Special Interest Group (SIG) (full members)**

- a. the SIG is responsible for:
  - i. the election of individual members to the TGfU Executive Committee
  - ii. Approval of all activity reports
  - iii. Approval of the financial report
- b. SIG meetings are held every two years at TGfU conferences. Extraordinary meetings may be convened on demand of the Executive or one fifth of the TGfU SIG members.

- c. The Agenda of the SIG must include:
  - i. Adoption of the agenda
  - ii. Approval of the previous SIG meeting minutes
  - iii. The activity reports
  - iv. The financial report
  - v. The election of members to the Executive Programmes
  - vi. Programmes

## **TGfU Executive**

1. The Executive Committee
  - a. Is responsible for:
    - i. the management and coordination fo TGfU SIG policies
    - ii. the organization and management of all TGfU SIG and executive meetings
    - iii. ensuing the appropriate selection of the TGfU conferences
    - iv. ensuring the finances of TGfU SIG are appropriately administered
    - v. selecting of TGfU Honorary and Emeritus members
    - vi. any other business deemed appropriate
    - vii. overseeing communications (eg web and media)
  - b. Is made up of:
    - i. Chair (term = two years)
    - ii. Chair elect (term = two years)
    - iii. Secretary (term = four years)
    - iv. Treasurer (term = four years)
    - v. Past Chair (term – two years)
  - d. The members of the Executive Committee are elected personally by the TGfU SIG meeting.
  - e. Eligibility: To be elected to the Executive Committee, a member must have served within the SIG for at least one full term and the candidate may not be re-elected for more that two terms at the same office within the Executive Committee.
  - f. The Chair is responsible for:
    - i. Presiding over the SIG meeting
    - ii. convening the TGfU SIG meeting and Executive meetings
    - iii. Signing together with the secretary and the treasures any contract that implies investment of the TGfU funds.
  - g. The Chair Elect is responsible for:
    - i. Fulfilling the duties of the Chair in Chair's absence
    - ii. Representing TGfU SIG on behalf of the Chair where necessary
    - iii. Assuming Chair's position at the end of the Chair's term
  - h. The Past Chair is responsible for:
    - i. Attending meetings
    - ii. mentoring and support of current Chair and Chair elect
  - i. The Secretary is responsible for:
    - i. Conducting the daily activities of TGfU SIG and Executive

- ii. Drafting the minutes of the general meetings and Executive meetings
- iii. Membership (ex officio) of all working parties
- iv. Keeping all of the members informed of TGfU and related business.
- j. The Treasurer is responsible for:
  - i. The financial administrating of the SIG and the provision of regular reports at the Executive meetings.
  - ii. Conducting the working finances of TGfU SIG
- k. The Executive is made up by:
  - i. No more that two members from one country.
  - ii. Each member needs to make one meeting within a four year term and can select a proxy to stand in on other meeting.