

**SOCIETY FOR INDUSTRIAL AND ORGANISATIONAL PSYCHOLOGY
OF SOUTH AFRICA**

MINUTES OF THE ANNUAL GENERAL MEETING

**held at the CSIR International Convention Centre
8 June 2006 at 17:00**

Opening and Welcome

SIOPSA's chair, Aletta Odendaal, declared the annual general meeting of SIOPSA open and welcomed all attendees. She emphasised that the meeting is restricted in terms of Clause 5.1 of the Constitution of SIOPSA in that only Full Members, Fellows and Honorary Members can vote on amendments to the Constitution. Associate Members can vote on any other matters. In terms of Section 5.4, members may also vote by proxy.

Aletta asked the meeting to assist a non-elected member, Judith Williamson, who is present to take the minutes by using the microphones when addressing the chair that the proceedings can be recorded.

Attendance Register

A quorum being present, as per the signed attendance register, the meeting was declared open.

David Lewis

Fred Guest, Chair-elect, paid tribute to David Lewis who passed away late last year and invited all present to have a drink on David at the cocktail after the meeting.

Apologies

Apologies were received from Ricky Mauer, Heinz Schenk, Christel Fourie, Gert Roodt, Freddie Crous and Kasthuri Nainaar.

Confirmation of Minutes

The minutes of the 7th Annual General Meeting of 9 June 2005 were confirmed.

Proposed: Abed Moola

Seconded: Theo Veldsman

The minutes of the Special General Meeting of 31 October 2005 were confirmed.

Proposed: Nanette Tredoux

Seconded: Theo Veldsman and Deon Meiring

Chairman's Report 2006

A comprehensive printed annual report was handed out to members and delegates as part of their conference pack. Some highlights identified are:

- Membership numbers confirmed just before the meeting are 425 which mean that there are lot of new members on board when compared to October 2005.
- Gert Roodt was elected as Fellow of SIOPSA and three members, Ian Rothmann, Hennie Kriek and Frans Cilliers received Honorary Membership.
- The request for affiliation from SIOPSA to PsySSA has not yet been granted. PsySSA referred the request to their AGM in September 2006.
- A mandate that Fred as new chair and Aletta as past chair officially represent SIOPSA at the PsySSA AGM is needed.
- SIOPSA is now a recognised stakeholder representing Industrial Psychology and it is therefore important that SIOPSA compile a comprehensive response to the proposed amendments to the Health professions Act.
- The Health Professions Council decided to hold stakeholder meetings in different venues and SIOPSA will be advised of the venue prior to each meeting that members can attend.
- PAI, a very active interest group, published and launched an update to The Code of Practice for Psychological and other Assessments for the Workplace in South Africa.
- SIOPSA's relationship with The Journal of Industrial Psychology has been formalised underlining the importance of maintaining the independence of the editorial board.
- All three regions were very active during the year.
- A Consulting Interest Group was formed during a meeting at lunchtime.
- David Lewis Memorial Bursary to be launched by Fred Guest.
- Mandate to appoint an external supplier for the newsletter in electronic format is needed.
- International recognition in the form of a Memorandum of Understanding between SIOPSA and EAWOP (European Association for Work and Organisational Psychology) and a Recognition Agreement between SIOPSA and SIOP were signed.
- Professional Indemnity Insurance will be discussed under matters arising.

The annual report of the Executive of SIOPSA for 2006 is accepted by the meeting.

Proposed: Hennie Kriek and Simon Shane

Seconded: Rod Le Roux

Professional Board Matters

The proposed Reclassification of Psychological Tests and the draft South African Guidelines for Computerised Testing have been published on SIOPSA's website for input from members.

Abed Moola compiled the application as accredited service provider for CPD but it is still on hold. SIOPSA will apply as soon as applications are invited. It is the responsibility of each professional to keep his or her own personal portfolio.

Business Model: Psychologists are not allowed to operate as a closed corporation.

Nanette Tredoux emphasised that the new revised policy of undesirable business practices has profound implications for members who run psychology as a business, ie the larger consultancies and test publishers. It also appears to exclude the (Pty) Ltd business model and places serious limitations on how Psychologists may operate as entrepreneurs in the business world. A discussion ensued and the meeting mandated the Executive to forward a letter to the HPCSA appointed Committee on Undesirable Business Practices to represent the interest of Industrial Psychology and to propose a possible amendment to the guidelines.

Affiliation with PsySSA

A mandate that the Chair and Past-chair formally represent SIOPSA at PsySSA's AGM was accepted.

Proposed: Hennie Kriek and Theo Veldsman

Seconded: Abed Moola and Charmaine Swanevelder

Membership

Ratification of 402 members of SIOPSA as per attached spreadsheet.

Proposed: Simon Shane

Seconded: Leezélle Kotzé

Criteria for Membership of SIOPSA have been drawn up directly from the constitution.

Members who are not qualified as Industrial Psychologists but are working in the field of Industrial Psychology can be nominated for Full Membership by current Full Members. A Full Membership Application form has been drawn up for this purpose.

Corporate Membership is becoming more important and the Executive need to investigate the activation of this category. Domestic Rules in this regard will be drawn up by the Executive and tabled at the next AGM.

Debit order facilities for membership fees will also be investigated on request of members.

Professional Indemnity Insurance

It is now compulsory for all Psychologists in private practice to be registered for Professional Indemnity Insurance. There is a proposal on the table from General & Professional Liability Acceptances (GPLA) for group indemnity cover at R540.00 per SIOPSA member per year including a sexual conduct clause and R480.00 per year excluding the sexual conduct clause.

Simon Shane provided information on the proposal and emphasised the importance of including a sexual harassment clause. What the professional indemnity insurance does is to ensure that you are not going to be ruined by that process. There is an excess of R2500 in addition to the annual fee if there is a claim and beyond that the professional indemnity insurance kicks in. The maximum claim, as a group scheme, is R10 million for SIOPSA and a maximum of R2 million per individual claim, which would more that cover any liability that anyone would face.

The question that still exists is will the system or administration be carried out by ourselves or by the insurance company is still to be discussed.

The Executive received a mandate to accept the proposal and to negotiate the lowest possible premium including the sexual conduct clause.

Proposed: Hennie Kriek

Seconded: Frans Cilliers

David Lewis Award

SIOPSA received permission from David Lewis' estate and next of kin to use his name for an award. A mandate to launch the bursary the following day was given to the Executive Committee.

Proposed: Theo Veldsman

Seconded: Charmaine Swanevelder

Newsletter

A proposal from the Executive Committee for the newsletter in electronic format was accepted unanimously. Electronically challenged members will receive a printed copy by post.

It was proposed that the Executive Committee be given a mandate to get an external supplier for the newsletter.

Proposed: Ralph Wortley

Seconded: Leezéle Kotzé and Anton Schlechter

Treasurer's Report

Aletta welcomed SIOPSA's accountant who is here to answer any questions that may arise.

Inette Taylor confirmed that the balance of the current account is approximately R425k and that of the deposit account approximately R825k of which R318k is allocated to PAI.

Three main expenses, legal costs, secretarial fees and travel cost resulted in a lower income. A business plan is being formalised by the Executive Committee and Theo Veldsman suggested that a significant portion of the money in the bank should start working for the profession through projects, etc.

The Treasurer's Report was accepted by the meeting.

Proposed: Jon Taylor

Seconded: Lynn Ribton-Turner

Constitutional Amendments

The following Constitutional Amendments were accepted:

1. The Chair-Elect and the Executive Committee
 - Clause 8.7: Delete "until the succeeding Annual General Meeting" and substitute the words "until the succeeding Chairperson takes office"

Proposed: Nanette Tredoux

Seconded: Deon Meiring

- Clause 6.2: Technical correction – insert the words "should such office at that time be filled" after the Chairperson-elect.

Proposed: Theo Veldsman

Seconded: Abed Moola

2. Include conflict of interest clause

If in the opinion of the Chairperson there is a conflict of interest in the case of any member of the committee, such person shall be required to recuse himself or herself.

Proposed: Ralph Wortley

Seconded: Theo Veldsman

3. Advisory Committee

- Amendment to proposal to include words "and senior members" after "all previous Chairpersons"

After discussion it was proposed that the status quo remain.

Proposed: Hennie Kriek

Seconded: Jeff Bagraim

- Clause 10.2 (e) shall be deleted and substituted with a new clause

After discussion it was proposed not to accept the amendment.

Proposed: Hennie Kriek

Seconded: Steve Renecke

4. Domestic Rules

- Clause 7.6 to include limiting clause 7.6 (a)

"New domestic rules shall be laid before the next ensuing General Meeting, which may confirm, amend or reject such rules; such rules shall continue to have force until considered by such General Meeting."

Proposed: Nanette Tredoux

Seconded: Leezélle Kotzé

5. Technical Amendments

- Clause 15.1.1 insert word "or" after "Executive Committee"
- Clause 15.2.3 shall become clause 15.2.2
- Clause 4.1 (b) insert word "Life" between "Honorary" and "Members"
- Clause 1.1 insert "or by" to read "... matters be communicated to OR BY members it shall be sufficient to communicate such matters by electronic means."
- Clause 11.3 (a) insert word "either" to read "... be requested in writing by EITHER a Regional Group Executive or by ten full members..."

Proposed: Hennie Kriek

Seconded: Kevin Distiller

Election of Office Bearers

Members of the Executive not standing for re-election are Ralph Wortley, Rod Le Roux, Nanette Tredoux and Hilda Havran for the position of Honorary Secretary.

The Chair thanked the members of the Executive Committee who are not standing for re-election for their dedication, commitment and extremely long hours put in during the court case. A special word of thanks was also forwarded to Executive members who are standing for re-election for their continuous support and dedication to the profession.

Ralph Wortley proposed a vote of thanks to the outgoing Chairperson on behalf of the Executive Committee and members for her hard work and dedication.

A proposal that Abed Moola, Inette Taylor and Simon Shane are nominated for re-election was accepted.

Proposed: Steve Renecke

Seconded: Leezélle Kotzé

The Secretary called for nominations for the four vacancies on the Executive Committee. The following members were nominated and agreed to stand:

Robert Moore - nominated by Kevin Distiller and seconded by Pieter Möller.

Fungi Dlakavu – nominated by Leezélle Kotzé and seconded by Inette Taylor.

Dilnaaz Karim – nominated by Nanette Tredoux and seconded by Inette Taylor.

Ameetha Garbharran – nominated by Hennie Kriek and seconded by Ralph Wortley and Simon Shane.

The Chair and Secretary welcomed the newly elected members to the Executive Committee.

Code of Ethics

It is proposed to give a mandate to the Executive Committee to start a process of investigation that members can make an informed decision whether to adopt the HPCSA Ethical Code of Professional Conduct or whether a revised, amended or custom-made code of ethics is necessary.

Proposed: Theo Veldsman

Seconded: Steve Renecke

General

Fred Guest explained that the key focus for the strategic plan would be on membership and the delivery of value to those members. The new website that will be launched will ensure that the website becomes a vehicle for effective communication and providing information more effectively. Governance and Development and Learning will balance the key issues.

A proposal to mandate the Executive Committee to investigate the criteria and potential fees involved in a “find an Industrial Psychologist database” where the public can search for an individual with specific focus areas was accepted.

Proposed: Simon Shane

Seconded: Pieter Möller

A proposal to mandate the Executive Committee to investigate the functionality of a Career Finder where Industrial Psychologists can place their CV's and Psychometrists can advertise their services that organisations can search this database to find registered people that belongs to the Society when they look for applicants.

Proposed: Simon Shane

Seconded: Hennie Kriek

Nanette Tredoux suggested that more items from the open section be moved to the members' only section. The proposal was accepted unanimously.

Conference 2007

Please indicate on the evaluation forms that will be handed out whether a venue change is necessary for the conference.

Proposed Amendments to the Health Professions Act

The proposed amendments were circulated to all members and urgent inputs are required to formulate a formal response from SIOPSA.

A proposal that the incoming Executive Committee respond appropriately to the proposals in as short a time as possible was accepted.

Proposed: Simon Shane

Seconded: Theo Veldsman

The next AGM will be held in conjunction with the conference in 2007.

The business of the meeting having been concluded, it was declared closed by the Chair.

Meeting closed at 19:55