

Division 29 of the American Psychological Association
Bylaws of Society for the Advancement of Psychotherapy

Revised April 2016

ARTICLE I: NAME AND PURPOSES

A. The name of this organization shall be The Society for the Advancement of Psychotherapy: Division 29 (The Society) of the American Psychological Association (APA).

B. The Society for the Advancement of Psychotherapy is an educational and scientific organization, the purposes of which shall be to foster collegial relations among its members who are individuals interested in psychotherapy, to stimulate the exchange of scientific and technical information about psychotherapy theory, research, practice and training, to encourage the evaluation and development of the practice of psychotherapy as a psychological art and science, to educate the public regarding psychotherapy and the services of psychologists who are psychotherapists, and to promote the general objectives of the American Psychological Association.

ARTICLE II: MEMBERSHIP

A. There shall be five (5) categories of membership in The Society for the Advancement of Psychotherapy: Member, Fellow, Associate Member, Student Affiliate, and Non-APA-member Affiliate.

B. The minimum qualifications for election to the category of Member shall be:

1. Attainment of the category of Member or Fellow in the American Psychological Association.
2. Demonstrated interest in and active engagement in the discipline of psychotherapy as evidenced by practice, teaching, research or supervision.

C. The minimum qualifications for election to the category of Associate Member shall be.

1. Attainment of the category of Associate Member in the American Psychological Association.
2. Demonstrated interest in and active engagement in the discipline of psychotherapy, as evidenced by practice, teaching, research or supervision.

D. The minimum qualifications for election to the category of Student Affiliate shall be enrollment in a graduate college/university program that is offered in a department of psychology that includes training in psychotherapy, or in a department which is primarily psychological in nature, or in a school of professional psychology situated in an institution of higher learning which is regionally accredited, or in a regionally accredited free standing school of professional psychology.

E. The minimum qualification for election to the category of Non-APA-member Affiliate shall be an earned doctoral degree in Psychology or a professional credential that entitles the individual to practice psychotherapy independently.

F. The Secretary or his/her appointed designate shall be responsible for communicating to applicants in a timely fashion the actions of The Society regarding their applications for the status of

Member, Associate Member, Student Affiliate, or Non-APA-member Affiliate.

G. As described in Article XI Section G of these Bylaws, there shall be a Committee on Fellows. The Committee on Fellows shall be charged with evaluating nominees for the awarding of Fellow status by The Society and for recommending Fellow status to the Board of Directors and to the APA Membership Committee.

H. The minimum qualification for election to the category of Fellow shall be:

1. Attainment of the category of Member of The Society for the Advancement of Psychotherapy.
2. Five years of qualifying experience in the field of psychotherapy.
3. Demonstration of evidence of unusual and outstanding contribution or performance in the field of psychotherapy.
4. Nomination to the category of Fellow by The Society's Committee on Fellows, such nomination to be conducted in accordance with extant Bylaws and Association Rules of the American Psychological Association.

The Board of Directors, upon recommendation of the Committee on Fellows shall adopt and maintain criteria for election to Fellow status that shall be applied to applicants by the committee. In order to be recommended for the category of Fellow by that committee, a Member's application must be endorsed by at least three (3) Fellows of the American Psychological Association, at least one (1) of whom must be a Fellow of The Society for the Advancement of Psychotherapy. Recommendations for Fellow status must be based

upon the Member 's having made distinguished and unusual contributions to the development of the discipline of psychotherapy as attested to by the following:

1. Prior status as a Member of The Society for at least one year.
2. Documentation of the ways in which the Member's activities, contributions, and/or performance have had a discernable and salutary effect on the development or advancement of the discipline of psychotherapy.

ARTICLE III: MEMBERSHIP RIGHTS AND PRIVILEGES

A. Members and Fellows of the Society, and Associate Members of The Society who are also voting Associate Members of the APA, shall be entitled to attend and to participate in the meetings of The Society; to receive publications of The Society; to hold office and to serve on the committees of The Society and to vote in regular and any special elections or on referenda.

B. Associate Members of The Society who are not voting Associate Members of the American Psychological Association shall be entitled to attend and to participate in the meetings of The Society and shall receive its publications. Such Associate Members, however, shall not be entitled to hold office, to serve as voting members of the committees of The Society, or to vote in regular or special elections or on referenda.

C. Student Affiliates of The Society shall be entitled to attend and to participate in the meetings of The Society and shall receive its publications. Student Affiliates, however, shall not be entitled to hold office, except as Student Representative to the Board of Directors, or serve as a chair of any standing committee of The

Society except for the Student Development Committee. Student Affiliates may serve as chair of ad hoc committees or task forces and may serve as voting members of all Society committees or task forces. Through the Student Representative, Student Affiliates may request consideration of relevant items by the Board of Directors or Society membership. A Student Affiliate of The Society may remain a Student Affiliate for a maximum of ten (10) years. Should the Student Affiliate fail after such an interval to become eligible to become a Member or Associate Member of The Society, he/she shall lose Student Affiliate status at the close of the specified interval.

D. Non-APA-member Affiliates of The Society shall be entitled to all the rights and privileges of full members except that they are not eligible to vote in Society elections and they are not eligible to hold elected office in the Society.

ARTICLE IV: RESIGNATION FROM THE SOCIETY

A. A Member, Fellow, Associate Member, Student Affiliate, or Non-APA-member Affiliate of The Society may resign from membership at any time by so notifying the Secretary in writing. No refund of dues or assessments shall be made to members who resign.

B. Members, Fellows, and Associate Members who fail to pay assessments for one year shall be considered to have resigned. Students and Non-APA member affiliates of the Society are considered resigned if their dues are not paid by April 1st.

C. Resigned members of The Society shall be eligible for

reinstatement upon reapplication.

ARTICLE V: OFFICERS

A. The Officers of The Society shall be the President, the President-elect, the immediate Past President, the Secretary and the Treasurer. They shall constitute the Executive Committee of The Society.

B. The President shall be the Member or Fellow of The Society who has just completed a term as President-elect. The President shall succeed to office by declaration at the close of the year after election as President-elect and shall serve for one (1) year. The President shall preside at all meetings of The Society, shall be the Chair of the Board of Directors, and shall perform all other usual and customary duties of a presiding officer. The President shall cast a vote at meetings of the Board of Directors only when that vote would break a tie. No Member or Fellow of The Society may run for the presidency of The Society while serving as president, president-elect, or past president.

C. The President-elect shall be a Member or Fellow of The Society elected for a term of one (1) year. The President-elect shall be a member of the Board of Directors with vote and shall perform the duties which are usual and customary for a vice-president. In the event that the President fails to serve his/her term for any reason whatsoever, the President-elect shall succeed to the unexpired remainder thereof and continue to serve through his/her own scheduled term. The President-elect shall serve as Chair of the Committee on Nominations and Elections, assuming that post while President-elect Designate.

D. The Past President of The Society shall be the most recently retired President of The Society. The Past President shall serve a one year term as a member of the Board of Directors with right to vote, and shall serve as Chair of the Committee on Awards.

E. The Secretary shall be a Member or Fellow of The Society, elected for a term of three (3) years. During that term, the Secretary shall be a member and the secretary of the Board of Directors, with the right to vote; shall safeguard all records of The Society; shall keep the minutes of the meetings of The Society, of the Board of Directors, and of the Executive Committee; shall maintain coordination with the Central Office of the American Psychological Association; shall issue calls and notices of meetings; shall issue an annual report; shall keep and maintain a book of the extant policies of The Society based upon actions of the Board of Directors; shall record all votes of the Society Board of Directors taken at in-person meetings and via other methods; shall send all bylaws amendments to the membership as required and record those votes; and shall perform all other usual and customary duties of a secretary.

F. The Treasurer shall be a Member or Fellow of The Society, elected for a term of three (3) years. During that term, the Treasurer shall be a member of the Board of Directors with right to vote; shall oversee custody of all funds and property of The Society; shall direct disbursements as provided under the terms of these Bylaws; shall oversee the preparation of an annual budget for consideration and adoption by the President and the Board of Directors; shall make an annual financial report to The Society; and in general shall perform the usual and customary duties of a Treasurer. The Treasurer shall serve as a member of the Finance Committee.

G. The Officers shall assume their duties on January 1 of the year following their election and shall maintain their offices until their successors are seated. During the period between their election and the assumption of their offices, the Officers shall be given the title of (Name of Office) Designate and shall be invited to attend the meetings of the Executive Committee and the Board of Directors.

H. In the case of death, incapacity, or resignation of any officer except the President or Past President, the Executive Committee shall, with the approval of the Board of Directors, appoint as a replacement the individual who was the first eligible runner-up in the most recent election for that office to serve the remainder of the term. Should there be no eligible runner-up who is able or willing to serve, the Executive Committee will nominate and submit for approval by the Board of Directors an individual to serve the remainder of the term.

I. The means for filling a vacancy in the office of President is specified in Article V, Section C of these Bylaws. In the case of death, incapacity, or resignation of the Past President, such vacancy shall remain through the balance of the year in which it occurs.

ARTICLE VI: BOARD OF DIRECTORS

A. There shall be a Board of Directors of The Society for the Advancement of Psychotherapy. Its membership shall consist of the following persons:

1. The Officers of The Society, as specified in Article V, Section A of these Bylaws.
2. Representatives elected to the American Psychological Association Council of Representatives, as specified in

Article VI, Section C of these bylaws.

3. The Chair of the Society's Publications and Communications Board, who shall be a member-of the Board *ex officio* and without vote. The Chair shall be chosen in the manner specified in Article XIV, Section E of these Bylaws.
4. Nine (9) Domain Representatives, to be elected for staggered three (3) year terms. The Domains represented by these positions shall be: a) Science and Scholarship; b) Education and Training; c) Psychotherapy Practice; d) Public Interest and Social Justice; e) Membership; f) Early Career Psychologists; and g) International Affairs; and h) two (2) Diversity. Annually, the Nominations and Elections Committee shall recommend to the Executive Committee a composition of slates intended to ensure breadth of representation on the Board by individuals representing diverse backgrounds, interests, identities, cultures and nationalities. Domain Representatives will coordinate with appropriate committees of the Society.
5. The Student Representative, who shall be a Student Affiliate of The Society, elected by the student members for a term of two (2) years. During that term, the Student Representative shall be a member of the Board of Directors with right to vote and shall serve as Chair of the Student Development Committee. Through the Student Representative, Student Affiliates may request consideration of relevant items by the Board of Directors or Society membership.

B. Council Representatives and Domain Representatives, as specified in Section A of this Article, shall assume office on January 1 of the year following their election or appointment and shall

maintain those offices until their successors are seated. In the case of death, incapacity, or resignation of a Council Representative or a Domain Representative, the means for filling the vacancy so created shall be the same as the means specified for replacing Officers in Article V, Section H.

C. The Society shall elect each year that number of Representatives to the APA Council needed to fill vacancies created by the ending of the terms of incumbent Council Representatives and/or vacancies created by change brought about by the yearly APA apportionment ballot. Consistent with the *APA Bylaws*, Representatives to APA Council must be Members or Fellows of The Society and are ordinarily seated for a three (3) year term. The Representatives to the APA Council shall perform those duties required of Council Representatives as specified in the *APA Bylaws* and the *APA Association Rules*. The Society's Representatives to the APA Council shall be members of the Board of Directors with vote. They shall be responsible for advising the Board of Directors about matters of business scheduled to come before APA Council. They shall also be responsible for informing the Board of Directors of significant actions taken by APA Council.

If The Society loses one or more seats on the APA Council as a result of that association's annual apportionment process, and if the loss cannot be offset by the ending of a term or terms of outgoing Representatives to APA Council, the Chair of the Committee on Nominations and Elections shall advise the Executive Committee of the order in which the most recently elected representatives were declared elected, and the terms shall be terminated in the inverse order of their having been declared elected such that the most

recently elected is the first to be removed.

D. The duties of the Board of Directors shall include:

1. Exercising general supervision over the affairs of The Society and the transaction of the necessary business of The Society, provided only that the actions of the Board of Directors shall not conflict with these Bylaws or with the recorded votes of the membership;
2. Setting policies for the conduct of its own affairs and for the affairs of The Society, provided that such policies are not in conflict with any of the terms of these Bylaws or any recorded votes of the membership and are not in conflict with APA bylaws or recorded votes of its membership.
3. Monitoring, representing and recommending actions in the various Domains to ensure appropriate attention and action by The Society;
4. Reporting its activities to the members and recommending matters for consideration by the members;
5. Filling such vacancies in its own membership as so empowered under the terms of Article V Section H of these Bylaws;
6. Granting or withholding approval of the President 's appointment of ad hoc committees, task forces, and designating of external organizations to which The Society shall send representatives or liaisons;
7. Granting or withholding approval of the President 's appointments of chairs of standing committees, ad hoc committees, task forces and representatives and liaisons to external organizations;
8. Advising the President and committee chairs about

- committee/task force appointments;
9. Advising the Officers of The Society regarding the performance of their duties;
 10. Advising the Representatives to APA Council as to matters concerning the relationship between The Society and the APA and about issues which are or should be placed before APA Council;
 11. Granting or withholding approval of the appointment of The Society's editors as outlined in Article XIV, Section E of these bylaws;
 12. Adopting a final budget after appropriate review;
 13. Recommending or approving the disbursement of funds of The Society and of amendments to the approved budget in accordance with Article X of these Bylaws.

E. The Board of Directors shall meet no less than twice per year, at times and dates to be determined by the Board and Officers. Additional meetings may be called by the President with the concurrence of a majority of the Board of Directors.

F. The meetings of the Board of Directors shall be open to all members of The Society, except at such times as the majority of the Board shall declare an executive session for the purposes of reviewing confidential matters of personnel or legal consultation. The Secretary shall notify the membership of the date and location of each meeting of the Board of Directors at least (30) days prior to the date of each meeting. Any member of The Society may place a matter of business before the Board by submitting it to the Secretary or to The Society's Central Office Administrator in writing, at least fifteen (15) days before the date of a Board meeting. The President shall preside over Board meetings, and the Secretary shall act as a

recording secretary. A majority of the voting members of the Board present shall constitute a quorum, following due notice of the meeting. Each member of the Board present at a meeting and entitled to vote shall have one such vote, and no member may vote by proxy. All decisions of the Board shall require assent by a simple majority of those present and voting, except as otherwise noted in these Bylaws. The Board has the authority to decide upon the means to meet and the means to cast votes, to include in-person, electronic, telephone, or other media it deems appropriate. Electronic or other votes taken outside of regular meetings shall be ratified at the immediately subsequent meeting in order to maintain them within official Society record.

G. There shall be an Executive Committee of the Board of Directors composed of the officers of The Society (President, President-elect, Past President, Secretary and Treasurer). The Chair of the Publications and Communications Board shall be a member of the Executive Committee *ex officio* without vote. The Executive Committee shall meet on the call of the President or any other three (3) officers. Upon election of a President-elect Designate, a Secretary Designate, or a Treasurer Designate, these persons shall become members of the Executive Committee *ex officio* without vote and attend any meetings of the Committee which take place between their election and their assumption of office. The President may also invite any other member of The Society or other guests to attend an Executive Committee meeting should the invitee's attendance be deemed important to the purposes of the scheduled meeting.

The duties of the Executive Committee shall be:

1. To supervise the affairs of The Society between meetings of the Board of Directors, managing those affairs within policies set by the Board and implementing actions directed by the Board.
2. To review matters on the agendas of meetings of the Board of Directors and to make recommendations about these matters to the Board.
3. To negotiate the terms of any contract entered into by and between The Society and any external organization hired to provide administrative and/or publishing services to The Society with policies set by the Board and to supervise and evaluate the performance of such organizations.

H. An Officer or other member of the Board of Directors may be removed from office and from his/her seat on the Board before the expiration of a scheduled term by an affirmative two-thirds (2/3) vote of the other members of the Board upon the call of the roll and the recording of the votes of those present at a meeting of the Board of Directors. Such removal can only be effected upon one or more of the following grounds:

1. A finding of dereliction in the performance of the duties of office;
2. A finding of unethical conduct by the Ethics Committee of the APA and the exhausting of any appeals therefrom;
3. Conviction of a felony or a crime of moral turpitude and the exhausting of any appeals therefrom.

I. Actions of the Executive Committee shall be reported to the Board of Directors.

ARTICLE VII: NOMINATIONS AND ELECTIONS

A. There shall be a Committee on Nominations and Elections which shall be constituted annually and shall consist of the President-elect who shall assume the Chair while President-elect Designate, and four (4) other members, two elected by the Board of Directors from among its members and two (2) appointed by the person who shall be President in the year they occur, from among the membership at large. The latter shall not themselves be members of the Board and shall serve a one-year term. The Committee shall be responsible for implementing the principles set forth in these Bylaws and the policies adopted by the Board of Directors that govern the holding of the elections of The Society, including the election of Officers, Representatives to APA Council, and Domain Representatives. The elections of The Society, as conducted by the Committee on Nominations and Elections, shall conform to the Bylaws and to the policies of the American Psychological Association.

B. Annually, the Committee on Nominations and Elections shall review the composition of the Board to determine available positions and to develop recommendations for slates that would 1) ensure breadth of representation in the composition of the Board and 2) ensure appropriate candidates for Domain representation, attending particularly to diversity, as defined by the APA, and to areas of expertise as appropriate. The Committee on Nominations and Elections will submit the recommended slates to the Executive Committee for approval.

C. The Committee on Nominations and Elections shall distribute a nominating ballot to all Members, Fellows, and voting

Associate Members of The Society annually, and a separate nominating ballot to the Student Affiliates of The Society every two years so that they may nominate a Student Representative. Ballots shall provide spaces to enter the names of possible nominees for any office that is to be filled in the forthcoming election. The nominations ballot shall be accompanied by a statement notifying the members of The Society about The Society's eligibility criteria for standing for election. Those criteria are:

1. With the exception of the Student Representative, candidates for office must be Members or Fellows of The Society.
2. No member may be an incumbent of more than one elective office.
3. A member may only hold the same elective office for two successive terms except the office of president as stipulated in Article V Section B.
4. Incumbent members of the Board of Directors are eligible to accept nomination for positions on the Board during their last year of service or after resignation from their existing office. A letter of resignation must be sent to the President with a copy to the Chair of the Committee on Nominations and Elections.
5. The nominations ballot shall be distributed to each member of The Society in a timely fashion to meet APA requirements, either through the US mail or electronically, or via some other means to be determined by the Board of Directors. A ballot returned by a member may be returned in a manner deemed appropriate by the Committee on Nominations and Elections, to include email, US Mail, fax, or other media. Ballots must be returned by a deadline

established by the Board but no later than 30 days from the date of distribution. Such count shall be conducted by a person or persons delegated that responsibility by the Committee on Nominations and Elections.

6. Candidates for Domain Representatives shall have appropriate qualifications for the domain to be represented.

D. The name of any Member or Fellow of The Society who is eligible and who is willing to stand for election, and to serve the term of office if elected, shall be placed on the ballot for the appropriate office by the Committee on Nominations and Elections if that member is nominated for the office in question by at least twenty five (25) Members and/or Fellows of the Society. The name of any Student Affiliate who is eligible and who is willing to stand for election and to serve in the term of office if elected shall be placed on the ballot for the Student Representative office by the Nominations and Elections Committee if that Student Affiliate is nominated for the Student Representative office by at least ten (10) Student Affiliates of The Society. The Committee on Nominations and Elections shall proceed to select persons to stand for election for the various offices by all Members and Fellows receiving the requisite 25 nominations, and all students of the Society receiving at least 10 nominations. Additional candidates as needed to complete the slates may be identified by nominations received from the members and may be nominated by the Committee to provide appropriate slates. When at least two candidates for each vacancy have been identified in such a fashion, the committee shall have completed this phase of their task.

E. It shall be a further responsibility of the Committee on

Nominations and Elections to insure that all persons who have been nominated to stand for election and whose names are to appear on the ballot are eligible, willing to serve, familiar with the duties of the proposed office and appropriately qualified. In addition, at the time the Committee secures the nominees' permission to place their names on the ballot, it shall request that each prepare a statement about his/her candidacy to be submitted to The Society's membership for their review.

F. By virtue of their positions on the committee, the members of the Committee on Nominations and Elections shall not themselves be eligible to be nominated for any office in the year in which they serve on the committee.

G. After the Committee on Nominations and Elections has reviewed all candidates and has prepared a slate of nominees for submission to the membership, the President-elect shall submit a report on the Committee on Nominations and Elections' actions to the Executive Committee and the Board of Directors for approval, noting those Members and Fellows whose names were placed on the ballot as a result of having achieved nomination by at least 25 Members and/or Fellows of the Society, and those student candidates who received at least 10 nominations, and those who were placed on the ballot by the committee, with the committee's rationales for the latter.

H. The Chair of the Committee on Nominations and Elections shall be responsible for submitting to APA in a timely fashion the slates to be included in the APA election mailing.

I. The Officers, Representatives to APA Council, and Domain

Representatives shall be elected by a preferential vote of the Members, Fellows, and voting Associate Members of The Society on a ballot to be determined by the APA. The Student Representative shall be elected by a preferential vote of the Student Affiliates on a ballot to be determined by the Board of Directors. The Chair of the Committee on Nominations and Elections shall have responsibility for:

1. Overseeing the distribution of the nominations ballot in a fashion which is consistent with the policies of the American Psychological Association;
2. Overseeing the count of the nominations;
3. Notifying the candidates, the Board of Directors and APA of the approved slates of nominees.
4. Notifying the candidates and the Board of Directors of the APA election results.
5. Announcing the nominations and election results.
6. Disseminating results to candidates and providing an exact tally if requested.

J. If any candidate withdraws, becomes ineligible to hold office or creates a vacancy by death, incapacity or resignation between the time the ballot is approved by the Board of Directors and the time said candidate would be expected to take his/her seat, then the candidate who received the next highest vote in that particular election shall be declared the holder of the office in question and shall be seated. Once a candidate has assumed office, however, vacancies in such an office will be filled in the manner prescribed in Article V, Section H.

K. In the case of a protest brought by a member about the

conduct of the nominations process or an election, the Board of Directors, at its discretion, may direct the Committee on Nominations and Elections to act as a hearing body and to make recommendations to the Board in response to the protest. Such recommendations from the committee to the Board shall be limited to confirmation of the results of the disputed nomination process or election or to a proposal that a new election for the disputed office be held. In the making of its recommendation, the committee shall provide the Board with its rationales. In formulating a final disposition of the protested nominations procedure or election, a vote by the Board of Directors shall be final.

L. Should the protest against the process of nominations or elections contain allegations of improper conduct on the part of the Committee on Nominations and Elections itself, then the President shall appoint an ad hoc Committee on Election Disputes composed of the Past President as chairperson, one member of The Society who holds no governance position, and a Past President of The Society who is not a member of the Board of Directors. The ad hoc Committee on Election Disputes will make a recommendation to the board of directors on the disposition of the allegations. In formulating the final disposition of the allegations of improper conduct, a vote by the Board of Directors shall be final.

ARTICLE VIII: MEETINGS

A. The Society, through its Program Committee, shall sponsor an array of scientific and professional presentations designed to promote collegial and scholarly interchange. These presentations shall be offered at the time and place of the annual meetings of the American Psychological Association and shall be coordinated

through the program of that parent organization, as well as other times and places as the Board of Directors deems appropriate for the membership

B. The Board of Directors shall plan the holding of an annual Open Membership Meeting held in conjunction with and in the locality of the Annual Meeting of the American Psychological Association. The purpose of such Membership Meeting shall be to provide a report to the membership of prior Board of Directors' actions and an exchange of views by and between the membership and the Board of Directors about matters of mutual concern. Any member of The Society shall have the privilege of placing a matter on the agenda of an Open Membership Meeting by directing the matter to the Secretary or his/her designee at least forty-eight (48) hours in advance of the scheduled meeting time.

C. Other meetings of The Society may be called upon a majority vote of the Board of Directors.

D. Notice of all scientific/professional and membership meetings and a description of the intended contents thereof shall be published in The Society's newsletter in a timely fashion so that members may be properly apprised.

ARTICLE IX: REFERENDA

A. A referendum on any matter not inconsistent with these Bylaws or with the Bylaws of the American Psychological Association may be forwarded to the Board of Directors by a petition signed by not less than 150 of the voting members of The Society.

B. The Board of Directors shall delegate to the Secretary the responsibility for certifying that the petition that accompanies the subject referendum is in order and that its signatures are valid.

C. Upon certification by the Secretary, the Board of Directors shall direct the holding of a vote on the matter via a ballot format to be determined by the Board. The Secretary shall be responsible for distributing the ballot and voting instructions to each voting member within ninety (90) days of the certification that the referendum is in order, and shall be responsible for counting the votes, and reporting the outcome to the Board of Directors and the membership. Said ballot shall be accompanied by arguments for and against the proposed referendum. Ballots must be returned by a deadline established by the Board but no later than 30 days from the date of distribution. An affirmative vote by a majority of members voting shall be required to sustain the matter contained in the referendum.

ARTICLE X: FINANCES

A. Membership dues shall be set by the Board of Directors each year and will be collected and disbursed by the Treasurer.

B. The assessment of any additional or special membership fees beyond those specified in Article X, Section A of these Bylaws may be levied by a majority vote of the Board of Directors.

C. Dues for Student Affiliates and Non-APA Member Affiliates shall be set by the Board of Directors on recommendation of the Finance Committee.

D. Once established by the Board of Directors, an assessment shall remain in force each subsequent year unless modified by the

Board. A request for such change may be initiated by any member of the Board.

E. The Board of Directors, on recommendation of the Finance Committee and the Executive Committee, shall adopt, for the following calendar year, an annual balanced budget of anticipated income and expenditures. The Board of Directors, on the recommendation of the Finance Committee and the Treasurer, will establish policies to insure that the annual budget is balanced with regard to income and expenses. The Board of Directors, on the recommendation of the Finance Committee and the Treasurer, will establish policies for the management of the Society's finances and investments.

F. Disbursements of the funds of The Society shall be made as follows:

1. The Board of Directors shall authorize disbursements within the amount of the approved budget for any and all purposes that are not inconsistent with the policies or Bylaws of The Society or the policies or Bylaws of the American Psychological Association.
2. The Treasurer, with the concurrence of the Executive Committee, is authorized to reallocate unexpended funds from one category of the approved budget to another, provided only that the total approved expenses for the fiscal year are not exceeded.
3. Once a budget has been approved in accordance with Article X, Section E of these Bylaws, disbursements of any amounts for items not contained in the approved budget for purposes harmonious with the aims of The Society may be

subsequently authorized by the Board of Directors, provided only that such expenditures will not require an increase in the extant assessment during the fiscal year in which it shall be made.

G. The fiscal year of The Society shall commence on January 1 of the calendar year and end on December 31 of that same year.

H. The Treasurer and President are authorized to sign checks on behalf of The Society or to direct the disbursement of funds duly approved under the provisions of Article X, Sections E and F of these Bylaws. Additionally, with the approval of the Board of Directors, the President may delegate or authorize the Treasurer to delegate the signing of checks to other individuals on behalf of The Society.

I. Contracts and other financial instruments which obligate the resources of The Society and which are necessary for undertaking programs approved by the Board of Directors in accordance with these Bylaws, other than checks, shall be executed by both the President and the Treasurer.

ARTICLE XI: COMMITTEES

A. The committees of The Society shall consist of such standing committees as are provided in these bylaws and of such ad hoc committees or task forces as shall be established by the President with the advice and consent of the Board of Directors.

Unless reconstituted for a subsequent year or years, the existence of an ad hoc committee or task force shall terminate at the close of the year in which it has been established.

B. All committee meetings shall be open to all members of The Society except at such time as the committee may, by majority vote, declare an executive session for the purposes of discussing a matter of personnel or a legal consultation. In the conduct of committee business, the chair of the committee shall be responsible for notifying the members of the call for the meeting, for establishing the agenda therefore, and for serving as presiding officer. The chair shall cast a vote only to resolve a tie. A majority of the voting members of a committee present shall constitute a quorum, and unless specified elsewhere in these Bylaws, a majority vote of those present and voting at a committee meeting shall be sufficient to adopt any resolution.

C. All members of standing committees or of ad hoc committees or task forces must be Members, Associate Members, Fellows or Student Affiliates of The Society. Committee members shall be appointed by the committee chair, in consultation with the corresponding Domain Representative, who shall inform the president and the Board of Directors. In the case of a vacancy occurring on a committee due to the death, resignation, or incapacity of a committee member such vacancy shall also be filled by the President.

D. The President-elect shall appoint, with the approval of the Board of Directors and in consultation with the current chair, a chair designate who shall serve as a member of the appropriate committee during the year preceding the one in which he or she shall serve as chair and shall assume the duties of the chair in the year in which the President-elect becomes President. Except as otherwise specified in these Bylaws, committee membership shall include a chair, and other members who may be appointed by the chair with

the approval of the president and corresponding Domain Representative. Chairs may be reappointed for a subsequent term as chair.

E. The President shall appoint a chair for each ad hoc committee or task force created during the year of his/her presidency.

F. The President and committee chairs shall consider student representation as well as the APA's definition of diversity as outlined in principle E of APA's Ethics Code of The Society's membership and their diversity in terms of theoretical orientation and areas of specialization, when forming committees.

G. Standing committees of The Society for the Advancement of Psychotherapy shall be:

1. The Committee on Fellows, which shall consist of a chair, chair designate, and past chair, all of whom shall be Fellows of The Society. It shall be the responsibility of the committee to recruit nominations for Fellow status, to evaluate and to recommend applicants/nominees for Fellow status to the Board of Directors of the Society. For initial Fellow nominees, upon approval of the Board of Directors, their nomination is forwarded to the Membership Board of the American Psychological Association. For existing fellows of APA, upon approval of the Board of Directors, their names are added to the Society's roll of Fellows.
2. The Membership Committee, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. It shall be the

responsibility of the committee to recruit qualified Members, Associate Members, Student Affiliates, and Non-APA member Affiliates, and to keep the Board of Directors informed. The Committee chair will coordinate with the Membership Domain Representative to the Board.

3. The Committee on Nominations and Elections, which is constituted and performs duties as described in Article VII, Section A of these Bylaws.
4. The Program Committee, which shall consist of a chair, who will serve for two (2) years, and additional members of the Society in good standing as appointed by the committee chair. It shall be the responsibility of the committee to solicit, evaluate, and select scientific and professional program proposals submitted by the membership for presentation as part of APA Annual Convention to be coordinated with the APA's Board of Convention Affairs.
5. The Finance Committee, which shall consist of a chair, a chair-designate, and the immediate past-chair, each of whom will serve in each capacity for two (2) years, and minimum of three (3) additional members of The Society, each of whom will serve in staggered three (3) year terms. The members of the Finance Committee shall have experience with finance in APA or in some other organization, which could include their own business. No more than one member of the Finance Committee, in addition to the treasurer, shall be a voting member of the Board. The Treasurer shall serve as a member of the Finance Committee. The Finance Committee shall oversee the fiscal practices and planning of The Society, monitor its financial records, cause an annual review of its financial activities, aid the Treasurer in the

preparation of the annual budget to be submitted for the approval of the Board of Directors, and make recommendations regarding investments.

6. The Committee on Diversity, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. The committee shall be responsible for fostering membership diversity in the activities of The Society, for promoting awareness of diversity as defined in the APA Ethics Code, and for recommending policies and programs designed to educate in this area. The Committee Chair will coordinate with the Diversity Domain Representatives on the Board.
7. The Committee on Professional Awards, chaired by the immediate Past President, which shall consist of a minimum of four (4) members. Two (2) shall be Fellows of The Society, one (1) of them the Chair of the Committee on Fellows, and the other (1) a Past President of The Society. In addition, there shall be two (2) members of the Board of Directors. Members of the Committee on Professional Awards shall be ineligible to receive Society awards during the calendar year in which they serve on the committee. The Committee on Professional Awards shall recommend to the Executive Committee and, upon a majority vote of the Executive Committee, forward to the Board of Directors its recommendations for one or more recipients of each professional Society award. The bestowing of any such award by the Board shall require an affirmative vote of two-thirds (2/3) of Board members present and voting. In a given year, the committee may elect to forward the names of no nominees. If a nominee does not secure the necessary 2/3

approval vote of the Board of Directors, the committee may, but is not required to, forward the name of an alternative nominee.

8. The Education and Training Committee, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. Two of the additional members shall be graduate students, one of which shall be the Student Representative. It shall be the responsibility of the committee to promote and enhance psychotherapy education and training. The Committee Chair will coordinate with the Education and Training Domain Representative on the Board.
9. The Continuing Education Committee, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. It shall be the responsibility of the committee to secure Society sponsorship approval from the APA to offer CE activities, to monitor APA policy on Continuing Education, and to coordinate and supervise any Society CE offerings. The Committee Chair will coordinate with the Education and Training Domain Representative on the Board.
10. The Committee on Psychotherapy Practice, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. It shall be the responsibility of the committee to promote and advance the practice of psychotherapy. The Committee Chair will coordinate with the Psychotherapy Practice Domain Representative on the Board.
11. The Student Development Committee, which shall consist of a chair, and additional members of the Society in good

standing as appointed by the committee chair. The Student Representative shall serve as chair of the Student Development Committee for a two (2) year term. After his or her election as Student Representative-designate, the designee will serve as chair-designate of the Student Development Committee. The Education and Training Committee Domain Representative will be a member of the Student Development Committee, ex-officio and without vote. The purpose of the Student Development Committee shall be to: a) to promote student membership in the Society; b) facilitate communication between Student Affiliates and the Board of Directors; c) promote student perspectives within The Society; d) organize and promote activities and initiatives that are of interest to students and relevant to the mission and viability of The Society; and e) foster the understanding of psychotherapy education, training, practice, and research among students.

12. The Committee on Psychotherapy Research, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. It shall be the responsibility of the Committee to promote the integration of contemporary research into practice and training in psychotherapy. The Committee Chair will coordinate with the Science and Scholarship Domain Representative on the Board.
13. The Committee on Social Justice, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. It shall be the responsibility of the committee to develop, coordinate, and advance the social justice initiatives of the Society. The

Committee Chair will coordinate with the Public Interest and Social Justice Domain Representative.

14. The Committee on Early Career Psychologists, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. There shall be one (1) additional advanced trainee member who will serve a two (2) year term during his or her last year of program residency and pre-doctoral internship year. It shall be the responsibility of the committee to address, advocate for and promote the needs and interests of early career psychologist members of the Society. The committee chair will coordinate with the Early Career Domain Representative.
15. The International Affairs Committee, which shall consist of a chair, and additional members of the Society in good standing as appointed by the committee chair. The committee shall be responsible for efforts to recruit and retain members from other countries as well as for ensuring that international perspectives are represented in the Society's activities and initiatives including in its web and print media. The Committee Chair will coordinate with the International Domain Representative on the Board.

H. The Board of Directors may also authorize the formation of ad hoc committees or of task forces to help accomplish the aims and purposes of The Society. Each ad hoc committee or task force shall have a specific charge to be carried out over a specified period of time and shall be subject to an annual approval of the Board of Directors. The members of such ad hoc committees or task forces shall be appointed by the President. Should vacancies occur after

their creation, these vacancies will be filled by the President.

I. Meetings and activities of standing committees, task forces and ad hoc committees must be conducted within the constraints of the authorizations specified in the approved annual budget. Chairs of standing committees, ad hoc committees, and task forces may call meetings and set agendas for their respective committees.

J. In addition to its responsibilities for carrying out those duties specified in these Bylaws, each standing committee, ad hoc committee, and task force shall have the privilege of recommending procedures, policy changes, and/or amendments to these Bylaws to the Board of Directors.

K. It shall be the responsibility of the chair of each standing committee, ad hoc committee and task force to submit an annual report, and any other reports as requested by the president, of its operations, its concerns, and any recommendations it might wish to make. Such report shall be submitted to the Board of Directors through the office of the Secretary of The Society in a timely fashion, as requested by the Secretary, for each calendar year. Chairs of committees also are responsible for submitting budget requests to the Treasurer for consideration and inclusion in the preparation of the annual budget.

ARTICLE XII: LIAISONS

A. The President-elect shall, in the year in which he or she serves as President-elect, seek the recommendations of the Domain Representatives, identify those external organizations and boards and committees of the American Psychological Association deemed to merit the appointment of a liaison, observer, or monitor from The

Society for the Advancement of Psychotherapy; and make such appointments for the year of his or her Presidency. Such appointments will expire with the term of the president making the appointment unless reappointed by the next president.

B. All appointments for liaisons, observers, and monitors from the Society for the Advancement of Psychotherapy shall be approved by the Board of Directors. The President-elect shall seek the advice and consent of the Board of Directors in designating such needed liaison activities.

C. Liaisons appointed to represent The Society shall make a report on issues of concern at each Board of Directors meeting held during their appointment.

ARTICLE XIII: SECTIONS

A. The Board of Directors, by majority vote, may create sections of The Society for the Advancement of Psychotherapy. Such sections may be approved, provided that the request for the establishment of the section:

1. Is accompanied by a valid petition signed by at least 150 of the Members, Fellows, or voting Associate Members of The Society;
2. Presents a proposed set of bylaws for the section, which bylaws shall not be in conflict with the bylaws of The Society or with those of the American Psychological Association;
3. Demonstrates that the focal interest of the section represents a substantive area within the domain of psychotherapy.

B. Before approving any proposed section, the Board of Directors shall request that the materials supporting the request for the new section be reviewed by existing sections to determine whether the proposed section may be in conflict with the programs of any existing section or sections.

C. Once approved, sections of The Society shall be entitled to:

1. Create and elect their own governance structures;
2. Levy assessments on their members;
3. Hold meetings and conduct section business insofar as such meetings or the conduct of such business do not conflict with the holding of meetings or the conduct of business of The Society;
4. Develop section program proposals for review by The Society's Program Committee;
5. Publish a newsletter and a directory of the section membership.

D. If a section desires to publish a journal, such activity, according to the Bylaws of the APA, shall require approval from The Society's Publications Board and Board of Directors, and from the APA Council of Representatives.

E. Prior to the start of each fiscal year, sections shall provide The Society Board of Directors with a copy of their proposed budgets, which shall be funded entirely through section funds. Following the close of each year, sections shall provide copies of an annual financial report. Finally, sections shall forward to the Secretary an annual report that describes the significant activities of the section for the past year and any proposals it might wish to make

to The Society's Board of Directors.

F. Sections shall be entitled to have a representative from the section attend the meetings of the Board of Directors of The Society at the section's expense.

G. A section may be dissolved by:

1. A finding by the Secretary that the number of section members has declined below 75; or
2. An affirmative vote of two-thirds (2/3) of the voting members of the Board of Directors sustaining a resolution that the purposes or activities of a previously approved section have become inconsistent with the aims and purposes of The Society or with those of the American Psychological Association; or
3. A vote by a majority of the members of a section to so dissolve. Such vote shall be conducted in the same manner described for the conduct of The Society's elections as described in Article IX, Sections B and C of these Bylaws;
4. Once a section is dissolved, all its assets will revert to the Society.

ARTICLE XIV: PUBLICATIONS

A. The Society shall publish a scholarly journal, a newsletter, an Internet web site, and such other publications or media presence as shall be approved by the Board of Directors. Permission for the publication of The Society's journal has been secured from the Council of Representatives of the American Psychological Association.

B. In order to maintain suitable supervision over The Society's publishing activities, there shall be a Publications and Communications Board whose responsibilities shall include:

1. Exercising general management oversight, on behalf of the Board of Directors, over the publishing activities of The Society;
2. Recommending publication policy to the Board of Directors;
3. Recommending publication ventures to the Board of Directors;
4. Reviewing editors' proposed publication budgets and commending these, with commentary, to the Finance Committee;
5. Serving as a search committee in the case of a vacancy occurring in the post of editor of one of The Society's publications or other media.

C. The Publications and Communications Board shall consist of six (6) members serving staggered six (6) year terms. The Publications and Communications Board will also include one (1) student member serving a two (2) year term, and who may be reappointed for one additional two (2) year term. Each year, the President-elect shall appoint a member of the Publications and Communications Board to serve as chair-designate for the Publications and Communications Board who will serve as chair in the year in which the President-elect serves as President; the chair may be reappointed by subsequent Presidents-elect until the completion of his or her six year term. The members of the Publications and Communications Board shall be nominated by its chair, with concurrence of the President and Executive Committee, and the ratification by a majority vote of the Board of Directors.

Should a vacancy occur due to the death, incapacity, or resignation of a member of the Publications and Communications Board, the unexpired term of the vacancy shall be filled in the same manner as the initial appointment.

D. The Publications and Communications Board shall be responsible for issuing reports to the Board of Directors in the same fashion as are the committees of The Society, as described in Article XI, Sections J and K of these Bylaws.

E. The editors of The Society's publications and other media shall be appointed for fixed terms of five (5) years for the editor of the Journal and three (3) years for the newsletter and Internet editors. Their appointments shall be made upon recommendation of the Publications and Communications Board, with the concurrence of the President and the Executive Committee, and ratification by a majority vote of the Board of Directors. They shall serve as members of the Publications and Communications Board *ex officio* and without vote. Editors shall be eligible to succeed themselves once.

F. Upon recommendation of the Publications and Communications Board, should the Board of Directors approve the production of publications in addition to the Journal, the newsletter, and the Internet, the Board of Directors shall also approve the appointment and terms and conditions of employment for the editor or editors of such additional publications or media.

ARTICLE XV: AMENDMENTS

A. In addition to those other instances outlined in these bylaws, an amendment to these Bylaws may also be proposed by a majority

vote of the Board of Directors or by a petition signed by seventy five (75) of the voting members of The Society presented to the Board of Directors.

B. The Board of Directors shall delegate to the Secretary the responsibility for certifying that the petition that accompanies the proposed bylaws change is in order and that its signatures are valid.

C. After an amendment has been reviewed by the Board of Directors, it shall be inserted in the next issue of The Society's newsletter, or may be published on-line, distributed via email, or distributed via some other means determined by the Board of Directors. The ballot to vote on the proposed bylaws amendment(s) shall include statements that provide an explanation of the proposed amendments, including the rationale and any benefits and drawbacks. Thirty (30) days after distribution, the voting period shall be closed and the ballots shall be counted.

D. The Secretary shall be responsible for counting votes, and reporting on the outcome to the Board of Directors and to the membership.

E. An affirmative vote of two-thirds (2/3) of the voting members who have returned their ballots shall be required to ratify the proposed amendment which shall go into effect immediately.

ARTICLE XVI: CONFLICT OF INTEREST

A. Members of the Board, Publications Board, and Committees, when conducting Society business, are responsible to address actual or perceived conflicts of interest. They are expected to be diligent in considering how their personal relationships, other professional

obligations and relationships, and financial interests may affect or be perceived as affecting their work with the Society. If a conflict of interest arises and cannot be resolved in a way that expresses the primary interests of The Society, the person should recuse him or her self and not participate in decisions on that issue.

ARTICLE XVII: SUBORDINATION TO THE AMERICAN PSYCHOLOGICAL ASSOCIATION

A. Nothing in these Bylaws is intended to be in conflict with the Bylaws of the American Psychological Association. Should any such conflict arise, the Bylaws of the APA shall take precedence.