BYLAWS

SOCIETY OF GROUP PSYCHOLOGY AND GROUP PSYCHOTHERAPY
DIVISION 49
AMERICAN PSYCHOLOGICAL ASSOCIATION

Revised and Accepted September 2012
Revised and Accepted April 4, 2016
Revised April 29, 2020 and reviewed by APA Legal on October 1, 2020

ARTICLE I: NAME AND PURPOSE

Section 1

The name of this organization shall be the Society of Group Psychology and Group Psychotherapy, Division 49 of the American Psychological Association (APA), hereafter referred to as the Society and the APA, respectively.

Section 2

The purpose of this Society shall be to promote the development and advancement of the field of group psychology and the modalities of group psychotherapy and group intervention through research, teaching and education, and clinical practice and to further the general objectives of the American Psychological Association.

ARTICLE II: MEMBERSHIP

Section 1

There shall be five categories of membership in this Society: Member, Fellow, Associate, Affiliate, and Student Affiliate.

A. Member

1. Charter Members shall be the APA members who signed the petition for the establishment of the Society or who joined the Society and paid Society dues for the calendar year in which the Society was established.

2. To qualify for the status of Member, an individual shall be a Member of the APA and shall have an interest in the scientific advancement and/or professional practice of group psychotherapy.

3. A Member shall be entitled to the following rights and privileges:
   a. To attend and to participate in the meetings of the Society and to receive its publications;
   b. To hold office, to serve on committees of the Society, and to vote in all elections.

B. Fellow

A member nominated for Fellow status in the Society must:

1. Meet the minimum standards for Fellow status established under the APA Bylaws;

2. Have been a member of the Society for at least one year;
3. Have made an outstanding and documented contribution to the science, teaching and/or research of group psychology and/or the practice of group psychotherapy.

C. Associate
To qualify for the status of Associate, an individual shall be an Associate Member of the APA and shall have an interest in the scientific advancement of group psychology and/or the professional practice of group psychotherapy. Associate Members shall be entitled to the following rights and privileges:
1. Be entitled to attend and participate in meetings of the Society and shall receive its publications;
2. Be entitled to hold office, to serve on committees of the Society and to vote in its elections.

D. Affiliate
To qualify as an Affiliate of the Society, an individual shall have an interest in the scientific advancement of group psychology and/or the professional practice of group psychotherapy. An affiliate member need not be a member of APA. Affiliates shall:
1. Be entitled to attend and participate in meetings of the Society and shall be eligible to receive its publications;
2. Not be entitled to hold office.

E. Student Affiliate
To qualify as a Student Affiliate of the Society, an individual shall be enrolled full-time or part time in a graduate program or school of recognized standing in psychology. Student Affiliates shall:
1. Be entitled to attend and participate in meetings of the Society and shall be eligible to receive its publications;
2. Be entitled to hold office as elected Student Representative to the Board to serve on committees of the Society, and to vote in its elections.

F. Member Removal
If the Society believes there is reasonable cause to remove any member, then The Board of Directors, by a two-thirds vote, may remove said member if it determines that there is reasonable cause for removal and that removal is in the best interest of the Society.

ARTICLE III: OFFICERS

Section 1
The Officers, which comprise the Executive Committee of the Society shall be the President, President-elect, Secretary and Treasurer.

Section 2
The President shall be the Member or Fellow who has just completed a term as President-elect. The President is elected for a term of two (2) years. The President shall succeed to office on January 1 following the completion of their President-elect term.
The President, or their designee from the Board, shall preside at all meetings, shall be the Chair of the Executive Committee and the Board of Directors, and shall perform all other usual duties of a presiding officer. The President shall cast a vote at meetings of the Board of Directors only when the vote would make or break a tie.

Section 3
The President-elect shall be a member of the Executive Committee and the Board of Directors with the right to vote and shall perform the duties traditionally assigned to a Vice-President. In the event that the President shall not serve their full term for any reason, the President-elect shall succeed to the remainder thereof and continue to serve through their own term. The President-elect is elected for a term of two (2) years.

Section 4
The Secretary shall be a Member or Fellow of the Society and is elected for a term of three (3) years. During this term, they shall be a member of and the Secretary of the Executive Committee and the Board of Directors with the right to vote, and shall perform the duties traditionally assigned to a Secretary.

Section 5
The Treasurer shall be a Member or Fellow of the Society, and is elected for a term of three (3) years. During this term, they shall be a member of the Executive Committee and Board of Directors with the right to vote, and shall perform the duties traditionally assigned to a Treasurer. In the event of the incapacity of the Treasurer, or a vacancy in that office, the President-elect is authorized to serve in their stead until the next regularly scheduled Society election.

Section 6
The officers shall assume their positions on January 1, following the most recent election, and shall maintain them until their successors are seated. During the period between their election and the assumption of office, the Officers shall be given the title of Officer-designate.

Section 7
In the case of death, incapacity, or resignation of any officer, except the President or Treasurer, the vacant office shall be awarded to the defeated candidate for the position who was, at the time of the most recent past election, the runner-up for the election in question. If the runner-up declines to serve or is, for any other reason, unavailable, the Board of Directors shall, by majority vote, elect a successor to serve until the next regular election.

Section 8
An elected officer is eligible to run for another office in the Society only during the last year of her/his term or upon resignation from the existing office.

ARTICLE IV: BOARD OF DIRECTORS

Section 1
There shall be a Board of Directors of this Society. Its membership shall consist of the following persons:
A. The elected Officers of the Society as specified in Article IV, Section 1, of these Bylaws;
B. Five (5) Domain Representatives, to be elected for staggered three (3) year terms. The Domains represented by these positions shall be: a) Group Psychology; b) Group Psychotherapy; c) Education and Training; d) Diversity; e) Early Career. Annually, the Nominations and Elections Committee shall recommend to the Board of Directors a composition of slates intended to ensure breadth of representation on the Board by individuals representing diverse backgrounds, interests, identities, cultures and nationalities.
C. One (1) Student Representative, to be elected for a two (2) year term.
D. Representatives elected to the APA Council of Representatives as specified in Article V, Section 3, of these Bylaws.

Section 2
In addition to the Society’s Officers, the Domain Representatives of the Board of Directors shall assume office January 1, following the most recent election, and shall maintain their office until their successors are seated. They shall represent the interests of the membership at large on the Board of Directors.

Domain Representatives shall be assigned to serve as liaison from the Board to Chairs of Standing Committees and will report activities to the Board members. In the case of death, incapacity, or resignation of any Domain Representatives, the vacant office shall be awarded to the defeated candidate who was, at the time of the most recent election, the runner-up in the election for the Domain Representatives seats. If the runner-up declines to serve or is for any other reason unavailable, the Board of Directors shall, by majority vote, elect a successor. The new Domain Representative will serve the remainder of the term of the person they replace.

Section 3
The Student Representative to the Board of Directors shall assume office January 1, following the most recent election, and shall maintain their office until the successor is seated. They shall represent the interests of the students at large on the Board of Directors.

The Student Representative shall be assigned to serve as liaison from the Board to the Student Committee and will report activities to the Board members. In the case of death, incapacity, or resignation of the Student Representative, the vacant office shall be awarded to the defeated candidate who was, at the time of the most recent election, the runner-up in the election for the Student Representative seat. If the runner-up declines to serve or is for any other reason unavailable, the Board of Directors shall, by majority vote, elect a successor. The new Student Representative will serve the remainder of the term of the person they replace.

Section 4
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, Council Representatives must be
Members or Fellows of the Society and are ordinarily seated for a three (3) year term. The Representatives to APA Council shall perform those duties required of Council Representatives as specified in APA’s Bylaws and Rules of Council. The Society’s Representatives to APA Council shall be members of the Board of Directors and shall vote.

A. Representatives to APA Council shall assume office on January 1 of the year following their election and shall maintain office until their successors are seated. During the period between their election and the assumption of the duties of their office, they shall be given the title of Representative-designate and shall be members of the Board of Directors ex-officio without vote.

B. In the case of death, incapacity, or resignation of any Representative to the APA Council, the vacant office shall be awarded to the defeated candidate who was, at the time of the most recent election, the runner-up in the election for Council seats. If the runner-up declines to serve or is for any other reason unavailable, the vacant office shall be awarded to the next defeated candidate on the ballot for that office, to serve the unexpired term of office. Should that candidate decline to serve or for any other reason is unavailable, the vacant office shall be offered to each successive candidate whose name appeared on the election ballot for the office, until a defeated candidate accepts the offer. If none of the defeated candidates accepts the vacant office, the president shall appoint a successor to serve until the next regular election.

C. If the Society loses one or more of its seats on APA Council as a result of the association’s annual reapportionment, and if the loss cannot be offset by the ending of a term or terms of outgoing Representatives to APA Council, then the Board of Directors shall terminate the incumbency of the required number of Representatives, from among those elected most recently in inverse order of their having been declared elected.

Section 6
The Board of Directors shall meet two times each year (at the APA Convention and the mid-winter Meeting). Additional meetings may be called by the President with the concurrence of a majority of the members of the Board of Directors. Electronic communication (i.e., conference calls, electronic mail) may also be used to inform and transact other business. The mid-winter meeting shall be held six (6) months after the APA Annual Convention.

Section 7
Board of Directors meetings shall be open to all members of this Society except at such times as a majority of the Board of Directors may declare an executive session closed for the purpose of reviewing matters of personnel. Any member of the Society may place a matter on the agenda for a meeting. The President shall preside over the meetings and the Secretary shall act as Recording Secretary. A majority of the voting members of the Board of Directors shall constitute a quorum, following due notice of the meeting. Each member present shall have one vote, and no member may vote by proxy. All decisions of the Board of Directors shall require assent by majority of those voting, except as otherwise noted in these Bylaws.

Section 8
The Executive Committee shall meet on the call of the President or of any other three (3) Officers and conduct such affairs of the Society between meetings of the Board of Directors as may be needed to implement policy decisions adopted by the Board of Directors. During the interval between meetings, and should the Executive Committee declare there to be an emergency requiring immediate action, a vote via electronic communication may be taken on the emergency matter from the full Board of Directors.

Section 9
Any officer may be removed from office before the expiration of term by a public two-thirds (2/3) vote 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:

A. A finding of unsatisfactory performance of their duties of office (i.e., ineffective or incomplete performance of role, the missing of two consecutive meetings without presidential approval). All absences must be approved by the President;
B. A finding by the Ethics Committee of the APA of unethical conduct and the exhausting of any appeals therefrom;
C. Conviction of a felony or a crime of moral turpitude and the exhausting of any appeals therefrom;
D. The Board determines that there is reasonable cause for removal and removal is in the best interest of the Association.

ARTICLE V: COMMITTEES

Section 1
The Committees of the Society shall consist of such Standing Committees as are provided by these Bylaws and of such ad hoc Committees as shall be established by the President with the concurrence of the Board of Directors. Term of membership on Standing Committees shall be three years. Unless reconstituted for a subsequent year or years, the existence of an ad hoc Committee shall terminate at the close of the year in which it has been established. For purposes of this article, a “past president” is defined as any active member of the Division who once served as President of Division 49.

Section 2
All Committee meetings shall be open to all members of the Society except at such times as the Committee may, by majority vote, declare an executive session for the purposes of discussing a matter of personnel. In the conduct of committee business, the Chair of the Committee, who serves as liaison to the Board, shall be responsible for notifying the members of the call for the meeting and its mode of transaction (i.e., meetings may occur in person; or through conference calls or electronic mail), for establishing the agenda, and for serving as presiding officer. The Chair shall cast a vote only to make or resolve a tie. A majority of the voting members of a Committee 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 the committees action.

Section 3
While the President, with the concurrence of the Board of Directors and the Committee Chair, shall appoint members to Society Committees, all persons serving as voting members of Standing Committees or of ad hoc Committees must be Members, Associate Members or Fellows of the Society. Except as otherwise noted in these Bylaws, the
members of the Society’s Committees shall be appointed by the President, upon nomination of the Chairs of such Committees, depending upon the needs of the Committee and the Society.

Section 4
The President-elect shall review, with the advice and consent of the Board of Directors, and in consultation with the current Chair, the functioning and composition of each Standing Committee. The President-elect may then recommend appointments and changes in preparation for their presidential term.

Section 5
The President shall appoint, with the concurrence of the Board of Directors, a Chair for each ad hoc Committee they create during the year of their presidency.

Section 6
The Standing Committees of the Society shall be:
A. The Committee on Fellows, which shall consist of a minimum of three (3) 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 Fellowship to the Board of Directors of this Society.
B. The Membership Committee, which shall be represented by its Chair, recruits Members or Associate Members, Affiliates and Student Affiliate and evaluates their credentials for membership in collaboration with the APA.
C. The Committee on Nominations and Elections, as described in Article VII, Section 1, of these Bylaws.
D. The Program Committee, which shall consist of a Chair, a Chair-designate, and the immediate Past Chair, (and others, as determined by the President, in consultation with the Chair), each of whom shall serve in that capacity for at least two (2) years. 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 the Society’s Annual Meeting to be coordinated with the Board of Convention Affairs of the APA.
E. The Committee on Awards, which shall consist of three (3) members: President-Elect (Chair) and two past presidents of the Society. The Committee shall be responsible for recommending awards of such a nature as are consistent with the aims and purposes of the Society and for nominating awardees to the Board of Directors. The bestowing of any such award by the Board of Directors shall require an affirmative vote of two-thirds (2/3) of Board members voting.
F. The Education, Research, and Training Committee, which shall be represented by its Chair, serves as liaison between the Board, Society, and other educational bodies within APA (ABPP, CRSPP, CoA, etc.). It shall be the responsibility of the Committee to promote, enhance, and monitor APA policy on education and training in group psychology, group psychotherapy and continuing education, and to forward policy and action proposals designed to promote and to enhance such training to the Board of Directors.
G. The Finance Committee, which shall consist of the Treasurer, a past president, and the President-Elect, with the President serving in an ex-officio capacity. It shall be
responsible for the development of an Annual Budget Proposal to be submitted for Board approval at the mid-winter meeting.

H. The Publications Committee, which shall consist of the Secretary and the editors of the Journal, Newsletter, and other publications. It shall be the responsibility of the Committee to facilitate the development of all publications, and related media. It shall also recommend candidates to the Board of Directors for editor and members of the editorial board of the journal as well as for editor of the newsletter and related publications.

I. The Diversity Committee, which is chaired by the Diversity Domain Representative, consists a minimum of three members (including a student affiliate). It shall be the responsibility of the Committee to promote the inclusion and visibility of underrepresented minorities in the Society. The Committee is also charged with attracting, fostering, and managing diversity in membership and activities of the Society, and developing and recommending policies and programs designed to educate members of the Society in this area in their practice, research and training.

J. The Student Committee, which shall consist of the Student Affiliate representative to the board (either as chair or co-chair of the committee), and other student affiliates of the Society. The committee shall be responsible for providing opportunities for networking, mentoring, organizational participation and service for Student Affiliates of the Society. These opportunities should foster the advancement of group psychology and group psychotherapy by providing personal and professional development opportunities for students in the areas of practice, research and writing, and teaching.

K. The Foundation Committee shall consist of a minimum of two members appointed by the President who have been both APA and Society members for a minimum of three years. Each member will serve a three-year term with an option for reappointment for an additional three-year term. The Society’s Treasurer will serve in an ex officio capacity. At least two of the committee members shall be current Board members/officers. It shall be the responsibility of this committee to oversee the fund raising initiatives for the Society’s Foundation located under the American Psychology Foundation, and to develop and administer criteria for awards from the Foundation. The committee is also charged with providing quarterly reports to the membership through the listserv, the website and the newsletter. The committee shall also provide written reports to the Board for the midwinter and conference meetings.

Section 7
The President may recommend, and the Board of Directors may authorize, the formation of ad hoc committees to help accomplish the aims and purposes of the Society. Each ad hoc Committee shall have a specific charge to be carried out over a specified period of time and shall be subject to an annual review by the President, and Board of Directors. The Chair and members of such ad hoc committees shall be appointed by the President with the concurrence of the Board of Directors. Should vacancies occur after their creation, these vacancies will be filled by the President upon nomination of the replacements by the Chair of the ad hoc Committee.

On occasion, a request may be made on the part of members of the Society for the formation of a special interest group or committee. In these instances, said interested parties shall present to the Board of Directors information outlining the intent and purpose of the committee, the relationship of the committee objectives to the Society mission and
membership parameters, anticipated duration of the committee, a list of Society individuals (minimum of three) committed to membership on the committee, and a recommended chair to serve during the first year of committee operation. Upon approval by the Board, special interest groups or committees shall operate under the constraints identified in Article VI, Sections 8, 9, & 10. The Chair of the special interest group shall be appointed by the Board.

Section 8
Within the constraints of the authorizations specified in the approved annual budget, meetings or activities of Standing Committees and ad hoc Committees may be directed by their Chairs at the Chair’s discretion, subject to a review of the members of such committees.

Section 9
In addition to its responsibilities for carrying out those duties specified in Article VI, Sections 6 and 7, of these Bylaws, each standing Committee and ad hoc Committee shall have the privilege of recommending to the Board of Directors procedures, new policy or policy changes and/or amendments to these Bylaws.

Section 10
It shall be the responsibility of the Chair of each Standing Committee and ad hoc Committee to submit a report of its operations, its concerns, and any recommendations it might wish to make, to the Board of Directors at the Convention and Winter meetings. Such reports shall be submitted to the Board of Directors through the office of the Secretary of the Society in a timely fashion.

ARTICLE VII: NOMINATIONS AND ELECTIONS

Section 1
The Committee on Nominations and Elections shall consist of the President-elect, as of January 1, who serves as Chair, and up to three (3) past presidents willing to serve. If more people are needed, the President shall select from previous Executive Committee members. The Chair and members of the Committee on Nominations and Elections shall be appointed by the President with the concurrence of the Board of Directors. In the case of the death, resignation, or incapacity of the Chair, another committee member shall assume the duties of the Chair. The Committee shall be responsible for implementing the policies required for the nomination and election of officers.

Section 2
Any vacancies on the Board of Directors which cannot be filled by appointment of the next-most-popular defeated candidate shall be appointed by the President only until the next election, at which time the position will be filled by election for the remainder of the term of office.

Section 3
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.
Section 4
In the case of a protest lodged by a member or members with the Board of Directors about the conduct or outcome of 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 a recommendation, after said hearing, to the Board of Directors about a response the Board might make to the person or persons raising the protest. Such recommendation of the Committee on Nominations and Elections shall be to confirm the protested election or to direct that a new election be held, and in the making of its recommendation, the Committee shall provide the Board of Directors with its rationale. In formulating a final disposition of the protested election, a vote on the Committee’s recommendations by the Board of Directors shall be conclusive.

Should the protest lodged contain allegations of irregularities in the conduct of the election brought about by the actions of the Committee on Nominations and Elections itself, then the President, with the advice and consent of the Board of Directors, shall appoint a special ad hoc Committee on the Disputed Election to discharge the functions of the Committee on Nominations and Elections.

ARTICLE VIII: MEETINGS

Section 1
The Society shall hold an annual scientific and professional meeting at the time and place of the APA Annual Convention for the presentation of scientific papers and the discussion of professional matters in the realm of group psychology and group psychotherapy. The Society shall coordinate its program with, and shall participate in, the programs of the APA.

Section 2
There shall be at least one Membership Business Meeting of the Society that shall be held in conjunction with the APA in the locality of the annual APA Annual Convention. The purpose of such a meeting shall be to provide an opportunity for a personal exchange of information and perspectives about matters of mutual concern between the general membership and the members of the Board of Directors. Any member of the Society shall have the right to place a matter on the agenda of a business meeting up to 48 hours before the meeting.

Section 3
Other scientific, professional, and/or business meetings of the Society may be called by the President with the concurrence of the Board of Directors. Notice of such meetings shall be communicated to the membership in a timely fashion.

ARTICLE IX: FINANCES

Section 1
A change in assessment of any membership dues or special fees shall be recommended by a two-thirds (2/3) vote of the Board of Directors. Once recommended, the proposed amount shall be presented to the membership for ratification at the annual meeting of the Society. Ratification of changes in dues or special fees shall require a majority vote of voting members in attendance at the annual meeting.
Section 2
The Society Treasurer shall present to the Board of Directors semi-annual financial reports and a proposed annual budget for the following year.

Section 3
Disbursement of funds of the Society shall be made as follows:
A. The Board of Directors shall authorize disbursements within the amount of the approved budget for purposes which are consistent with the Bylaws of the Society or the APA, and with the recorded actions of the membership.
B. The Treasurer, with the concurrence of the President, is authorized to reallocate unexpended funds from one category of the approved budget to another, provided that the total approved expenses for the year are not exceeded.
C. Once a budget has been approved, disbursements for items not contained in the approved budget but for purposes harmonious with the objectives of the Society may be authorized by a two-thirds (2/3) vote of the Board of Directors provided that the total expenses for the year are not exceeded.

Section 4
The Treasurer is authorized to sign checks on behalf of the Society or to direct the disbursement of funds.

Section 5
All contracts and other financial documents, other than checks, necessary to undertake programs approved by the Board of Directors in accordance with these Bylaws shall be executed jointly by the President and Treasurer.

ARTICLE X: AMENDMENTS
An amendment to these Bylaws may be proposed by a majority of the Board of Directors or by a petition of three percent (3%) of the voting Members of the Society and presented to the Board of Directors. The proposed amendment shall be either inserted into the next issue of the Society newsletter, or posted on the Society listserv, mailed by post or electronically. The tallied votes ballots (including membership number) shall be viewed by the Secretary or APA within thirty (30) days after email posting, and the voting period shall then be considered closed. An affirmative vote by the majority of votes cast shall be required to ratify the amendment, which shall be effective immediately.