BY-LAWS

THE SECTION FOR APPLIED CLINICAL PSYCHOANALYSIS

SECTION V

OF THE AMERICAN PSYCHOLOGICAL ASSOCIATION’S
DIVISION OF PSYCHOANALYSIS (39)

ARTICLE I – NAME

The name of this Section shall be The Section for Applied Clinical Psychoanalysis: Section V of the Division of Psychoanalysis (39) of the American Psychological Association.

ARTICLE II – PURPOSE

The Section subscribes to the general objectives of the American Psychological Association and the Division of Psychoanalysis. The specific purpose of Section V, The Section for Applied Clinical Psychoanalysis, is to promote the belief that the ethical spirit of clinical psychoanalysis can be expressed in and extended to a wide variety of applied settings. Thus, the Section seeks to represent not only those psychologist psychoanalysts who work in a traditional two person clinical practice, no matter what theoretical orientation underlies that practice, but also those psychoanalytic psychologists who work in settings beyond the consulting room, including but not limited to: schools, hospitals, courtrooms, and community meetings of various kinds. We believe that the latter bring a psychoanalytic perspective to their work in these settings in important ways. Further, the Section is committed to the reciprocal process whereby work in these wider settings may provide new and important insights into our basic understanding of psychoanalytic theory and clinical practice.

Through its listserv, website, invited panels, and biennial essay competitions, the Section for Applied Clinical Psychoanalysis fosters the exchange of ideas that explore the wider application of psychoanalytic thinking and practice.

ARTICLE III – MEMBERSHIP

Section 1

Mental health and allied professionals interested in the application of psychoanalytic principles to settings beyond the traditional two-person practice are eligible to join Section V as members.

Graduate students in psychology and allied fields interested in the application of psychoanalytic principles to settings beyond the traditional two person practice may apply to become student members of Section V.

Section 2

Section V Members and Student Members in good standing shall be:

a) Entitled to attend and address all general meetings of the Section; to receive communications of the Section; and to vote and hold office except as noted below in Article IV, Section 8.

b) Obligated to pay dues on time; to abide by the Bylaws of the Section; and to uphold the ethical and professional standards of the Section, the Division, and the American Psychological Association.
Section 3

An individual who has been dropped from membership for ethical or professional reasons may be reinstated by applying to the President, who will first forward the application to the Membership Committee for evaluation, and if approved by this Committee, the application shall be sent to the Board of Directors for final review and action.

ARTICLE IV – OFFICERS

Section 1

The officers of the Section shall consist of the President, the President-Elect, the Past President, the Secretary, the Treasurer and the Section Representative to Division 39. These officers shall constitute the Executive Committee of the Section’s Board of Directors.

Section 2

a) The President shall be the member of the Section who has just completed a term as President-Elect and shall serve for two consecutive years.
b) In the event that the President cannot serve any portion of the two year term, for any reason, the President-Elect shall perform all the duties of the President for the unexpired remainder of the term, and when so acting, shall have all the powers and be subject to all the restrictions upon the President. Upon completion of the unexpired portion of the term, the President-Elect serving as President shall then serve a full two year term as President.
c) The President shall preside at all meetings of the members, the Board of Directors and the Executive Committee. The President shall be the Chief Executive Officer of the Section and shall, subject to the control of the Board of Directors, have general supervision, direction and control of the business and of the officers of the Section. The President shall have all of the powers and shall perform all the duties which are ordinarily inherent in the office.
d) The President shall be an ex-officio member of all Committees except the Nominations and Elections Committee. In this capacity as an ex-officio member of the Committee, the President shall have a vote.

Section 3

a) The President-Elect shall be a member in good standing of the Section who is elected for a term of office of two years. The President-Elect shall succeed to the Office of President immediately following the President’s term and serve as Past President for two years. The President-Elect shall be a member of the Board of Directors and the Executive Committee with the right to vote and shall perform the duties assigned to this office. The President-Elect shall have such other powers and perform such other duties as from time to time may be prescribed by the Board of Directors or the Bylaws.
b) It shall further be the duty of the President-Elect to Chair the Program Committee and to submit a report of their proposed presentations at various professional meetings to the Board of Directors for approval.
c) In the event the President-Elect cannot serve the full two year term, there shall be an immediate election of a new President-Elect and the newly elected President-Elect shall assume the role of Chairperson of the Program Committee.

Section 4

The Past President shall be the member of the Section who has most recently retired as President of the Section, and shall serve as a voting member of the Executive Committee for a term of two years. The Past President shall serve as the Chair of the Nominations and Elections Committee.

Section 5

The Secretary, the Treasurer, and the Section Representative to Division 39 shall each serve for a full term of three years. They may be candidates for an additional term of three years.
Section 6

a) The Secretary shall be a member in good standing of the Section elected for a term of office of three years. The Secretary shall be a member of the Board of Directors and the Executive Committee with the right to vote and shall perform all duties which are usually assigned to this office.
b) The Secretary shall keep a record of the proceedings of all meetings of the Board of Directors in the form of minutes. These shall be collected in the form of a Book of Minutes. The Secretary shall keep a list of the current board of Directors including the Members-at-Large and their terms of office, and all standing and appointive Committee chairs and members and their terms of office. These rosters shall be reported to the Board of Directors at the annual Spring Meeting.
c) The Secretary shall give notice of all meetings of the members, the Board of Directors and the Executive Committee. If absent or unable to act, any other officer of the Section, appointed by the President, shall perform this function.
d) The Secretary shall have all of the powers and perform all of the duties incident to the office of Secretary, and shall have such further powers and shall perform such further duties as may be prescribed by the Board of Directors or the Bylaws.

Section 7

a) The Treasurer shall be a member in good standing of the Section elected for a term of office of three years. The Treasurer shall be a member of the Board of Directors and Executive Committee with the right to vote and shall perform all duties which are customary to this office.
b) The Treasurer shall authorize the signing of checks and drafts on behalf of the Section for the disbursement of funds for the duly authorized purposes of the Section and with the approval of the President of the Section.
c) It shall further be the duty of the Treasurer to chair the Finance Committee which shall be responsible for the keeping of adequate records and accounts, and to prepare the annual budget of the Section for each new fiscal year for the Board of Directors, and to submit a financial reports of the receipts and expenditures of the Section at the end of each fiscal year to the Board of Directors and the Section.
d) The Treasurer shall have such other powers and shall perform such further duties as may be prescribed by the Board of Directors or the Bylaws.

Section 8

The Section Representative to the Division 39 Board of Directors shall be a member of Division 39, and a member in good standing of the Section elected for a term of office of three years. The Section Representative shall be a member of the Executive Committee and the Board of Directors with the right to vote and shall perform all duties which are usually assigned to this office. The Section Representative shall represent the views of the Section to the Division 39 Board of Directors and shall report back to the Section Board of Directors all relevant deliberations.

If a Section Representative fails to attend two consecutive meetings, the Secretary of the Division shall notify the Section Secretary, and the Section Board of Directors shall act in accordance with these Bylaws to replace its Representative to the Board.

Section 9

The officers shall assume their positions on January 1st of the next calendar year and shall maintain them until their successors are seated.

Section 10

Any officer or representative may resign at any time upon written notice to the Section President. The President may resign by giving written notice to the Board of Directors.
Section 11

A vacancy in any office (except that of the President and the President-Elect) because of death, resignation, removal, disqualification, or otherwise may be filled until the next annual election by the selection of a member by the Board of Directors.

ARTICLE V – BOARD OF DIRECTORS

Section 1

The Board of Directors shall consist of the officers of the Section and nine additional Board Members-at-Large, at least one of whom will be selected from each of the following geographic regions: East, South, Midwest and West, to each serve for a term of three years. At the initial election, the Board of Directors will designate which of the Members-at-Large elected shall serve for a term of one, two and three years, in order to stagger the terms in such a manner as to provide rotation of membership on the Board of Directors.

a) Members-at-Large and Section Representative to the Board may be candidates for one additional consecutive term of three years each. Thereafter, regardless of the constituency served, Members-at-Large and Section Representative must observe a one year interval from the Board before choosing to run for another term as Board Members-at-Large and/or Section Representative.

b) Nothing herein prohibits an officer, Board Members-at-Large or Section Representative from seeking a different elected office from that office about to be or just vacated.

c) Officers and Board members shall hold only one elected position in any given term.

Section 2

a) The Board of Directors shall be the policy making board of the Section, shall supervise the work of the President, and shall exercise general supervision over the affairs of the Section. The Board of Directors shall be responsible to report its activities to the members of the Section and to recommend matters for the consideration of the membership.

b) In the interval between meetings of the members, the Board of Directors shall have authority to take such actions as are necessary for the conduct of the affairs of the Section in accordance with these Bylaws.

Section 3

The Executive Committee shall consist of the Officers of the Section as detailed in Article IV, Section 1 of these Bylaws. The Executive Committee shall serve as the administrative arm of the Section and as the policy arm between meetings of the Board of Directors. The Executive Committee shall function in accordance with the guidelines provided by the Board of Directors.

Section 4

a) The Board of Directors shall meet at the annual meeting of the American Psychological Association, at the Spring meeting of Division 39, and at such other times and places as required. Special meetings may be called by the President or by a majority of the Board of Directors. A majority of the Board of Directors shall constitute a quorum.

b) The Board of Directors shall have the authority to assign specific responsibilities to members and Committees as it may deem advisable.

c) The Board of Directors may choose by a simple majority to replace a Member-at-Large who fails to attend two consecutive Board meetings. If so, the Board of Directors may appoint a Section member to serve out the Member-at-Large’s term.

ARTICLE VI – NOMINATIONS AND ELECTIONS
Section 1

a) Nominations and elections shall be conducted by a Committee that consists of the immediate Past President as Chairperson and at least two other members of the Section to be appointed by the Board of Directors. If the Past President cannot serve as Chairperson, the President, with the approval of the Board of Directors, shall appoint another Board of Directors member as Chairperson.

b) Officers and Members-at-Large shall be nominated and elected by email ballot according to the Divisional timetable for elections. Terms of office shall start on January 1 of the following year.

Section 2

a) The Nominations and Elections Committee shall be responsible to ascertain the qualifications of nominees and their willingness to serve, if nominated and elected. Members may seek and hold only one office at a time.

b) The Nominations and Elections Committee shall be responsible for submitting for approval to the Board of Directors a slate of candidates based upon the nomination ballots received and may recommend additional candidates, if necessary.

c) The Nominations and Elections Committee shall prepare ballots for both the nomination and election procedures, tally the ballots, conduct the nomination and election in a fair and equitable manner and report the results to the Secretary of the Section.

d) The candidate who receives the highest number of votes shall be declared as elected to that office.

e) In the event of a tie for any office, the Nominations and Elections Committee shall conduct a mail ballot of the Board of Directors.

ARTICLE VII – COMMITTEES

Section 1

PROCEDURES:

a) The Committees of the Section shall consist of such Standing Committees as may be provided by these Bylaws. Ad Hoc Committees may be established by the President with the approval of the Board of Directors. Standing Committees shall consist of a chair, appointed by the President yearly, not to exceed six consecutive years and at least three members who serve a term of three years each and whose terms are staggered so that one third of the committee changes each year. A Committee member may not serve more than two consecutive terms.

b) Standing Committees are to deal with matters within their charge as defined by the Board of Directors. They are to submit timely reports to the Board of Directors for their approval and action.

c) Except as otherwise provided by these Bylaws, the Chairpersons of the Committees shall be appointed by the President with the approval of the Board of Directors. New members to Committees shall be nominated by the President, in consultation with the appropriate Chairperson, and approved of by the Board of Directors.

d) Each Committee may adopt rules for its own governance, which, however, are to be consistent with these Bylaws and shall be subject to review by the Board of Directors.

Section 2

STANDING COMMITTEES:

a) The Finance Committee shall consist of the Treasurer, as the Chairperson, and at least three other members of the Section.

1. The Finance Committee shall oversee the fiscal practices and planning of the Section. The Finance Committee shall present the annual budget to the Board of Directors of the Section and periodically review the financial status of the Section.

2. The Finance Committee shall conduct the business of the Section so that the fiscal year shall begin January 1 of each year in order to coordinate the finances of the Section with the inauguration of the new Section Board of Directors.

b) Program Committee shall be chaired by the President-Elect and consist of at least three other members of the Section. It shall be the responsibility of the Program Committee to plan the Section-sponsored
presentations at the Division Program of the annual APA Meeting, the Division’s Spring Meeting and the section’s Annual Scientific Meeting. The Program Committee shall be responsible for arranging social activities at the annual APA Meeting and at the Division’s Spring Meeting.

c) The Website Committee shall consist of a Chairperson and at least two other Section members who have the responsibility to keep the website current.

d) The Bylaws Committee shall consist of a Chairperson and at least two other members of the Section. It shall be the responsibility of this Committee to periodically review the Bylaws of the Section and to process all proposed amendments to the Bylaws.

ARTICLE VII – MEETINGS

Section 1

The Section shall hold a minimum of two business meetings of the assembly of members per year. The Annual Business Meeting of the Section shall be held in conjunction with the annual meeting of the Division at the Annual Convention of the APA, and a Spring Business Meeting held in conjunction with the Spring Meeting of the Division, or at such other time chosen by the Board of Directors. An agenda of Section business shall be prepared by the President in conjunction with the Secretary, the Section activities shall be reviewed, and professional matters pertaining to the affairs of the Section shall be discussed.

Section 2

Special meetings of the membership may be called by the President, by the Board of Directors, or at the request of five percent of the members in good standing of the Section.

Section 3

Meetings shall be official only if there is a quorum present.

Section 4

a) Notice of meetings shall state the date, time, place and purpose of the meeting and any other data required to be included with such notice by these Bylaws. Such notice shall bear the name of the Secretary and each notice shall be sent to each member at the last address given as recorded by the Secretary at least thirty days before the scheduled meeting.

b) A member in good standing of the Section shall have the right to place any matter on the agenda of a Section Business Meeting by directing the matter to the Secretary at least thirty days before the scheduled meeting.

Section 5

All business meetings are open to all members in good standing of the Section.

Section 6

No proxy may be voted at any meeting unless the Secretary has been notified at least seventy-two hours before the meeting.

ARTICLE IX – DUES

Membership dues and special assessments of any nature, and the date of payment thereof, shall be set by a majority vote of the Board of Directors in conjunction with the recommendations of the Finance Committee. Dues shall be paid to the Treasurer of the Section, shall be payable annually, and shall become due one month after the day of billing. This requirement may be waived by the Board of Directors under unusual circumstances.
ARTICLE X – AMENDMENTS

Section 1

Amendments for these Bylaws may be proposed by a two thirds vote of the Board of Directors or by a written petition of ten percent of the members. After the amendment has been reviewed by the Bylaws Committee and the Board of Directors, it shall be mailed within sixty days to each Section member at the last address given as recorded by the Secretary along with any explanations which specify the arguments for and against the proposed amendment.

Thirty days after the date of the mailing, ballots shall be counted by the Nominations and Elections Committee, and the voting period shall then be considered closed. The Nominations and Elections Committee shall certify and report the results to the Board of Directors.

Section 2

New Bylaws may be adopted, or these Bylaws may be amended or repealed, by the approval of a two thirds vote of the members returning their ballots in a mail ballot to the total membership of the Section.

ARTICLE XI – PARLIAMENTARY PROCEDURE

Section 1

Keesey’s “Modern Parliamentary Procedures” (1974) shall govern the proceedings of the Section.