



# Newsletter of the Society for the Teaching of Psychology

Fall 2008

<http://teachpsych.org>

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## Serving Our Mission and Our Members Janet F. Carlson



Beginnings (and endings) often pose a challenge for me. First impressions tend to fix themselves quickly as lasting impressions. So I would like to mark the beginning of my presidential year by posing a challenge for all of you, as members of the Society for the Teaching of Psychology. That challenge is to expand membership in the Society. For reasons that will become evident as you read on, I have christened this initiative the *Just One* challenge. Although I identified this goal within the presidential vision I presented at the Business Meeting in Boston, this initiative/challenge is best met by a concerted effort carried forward by all current STP members and sustained for many months. After all, the members know the Society best and what it has to offer, and many hands make light work.

My hope and expectation is that each of you will look for and seize upon one opportunity to bring one additional teacher of psychology into the fold. I suspect that this challenge will be more difficult than it might appear on its surface – after all, I did set the goal at *Just One* new member! And you have a whole year to succeed! I am not challenging you to bring in legions of fellow faculty members – *Just One* will be great. I am challenging you to keep in mind the many benefits of STP membership – not solely the benefits you use, but all of them. Then, be on the lookout for a fellow teacher of psychology whose words or actions indicate that he or she would profit from associating with STP. Here are some ways you might proceed: (1) invite the newest member of your department's faculty to have lunch or coffee, discuss teaching; afterwards, reflect on his or her candidacy and – if appropriate – follow up with an email that includes the url to our homepage; (2) as you prepare to submit a proposal to a teaching conference or next year's APA conference, find a way to add a teaching colleague's work to the project; planning your submission early makes this approach far easier; (3) notice the teaching awards given by other organizations or APA divisions to which you belong and read the biographies of awardees; for the one with whom you resonate most profoundly, send a congratulatory note and sing the virtues of STP.

This brings me to another of my initiatives, expanding STP member involvement. Of course, the *Just One* ini-

## Table of Contents

- President Elect's Message ..... 1
- APF Charles Brewer Award Nomination ..... 2
- Call for IRA proposals ..... 3
- Call for STP Proposals at APS ..... 3
- Call for STP Proposals at APA ..... 3
- Call for STP Proposals at SPSP ..... 3
- APA Presidential Candidate Endorsement ..... 3
- Call for 2009 Teaching Awards ..... 3
- Call for BEA Block Grants ..... 4
- Quality Review Process for Online Courses ..... 4
- APA Council of Representatives Report ..... 6
- New STP Governance Structure ..... 7
- Call for 2009 STP Leadership Nominations ..... 7
- NCUEP Report ..... 8
- APA Psychology Dept Program ..... 8
- OTRP Update ..... 9
- STP Teaching Resources Task Force Report .... 9
- Diversity Committee Update ..... 10
- GSTA update ..... 10
- Awards, Presidential Citation, New Fellows ..... 11

tiative described above is all about member involvement. In carrying out their mission, I expect that many current members will find it necessary to visit the website to refresh their recollections of the numerous benefits of membership, which they will use to inform a prospective member. At the same time, these current members may recognize opportunities for involvement that they wish to pursue. Beyond these likelihoods, however, I promise to be vigilant in seeking to empanel task forces and working groups that include new perspectives from new and diverse members. As readers should know by now, one of the major objectives of restructuring the Society is to provide more opportunities for member involvement. The new structure, with its five functional domains, provides for several new elected positions. Implementation of the new structure can begin only if (and only after) the STP membership approves the Bylaws revisions. The revisions are posted online for your review and consideration. President McCarthy will call for a vote by the membership soon, so please stay tuned for further information on this vital matter.

And this brings me to a third initiative I have identified – to improve communication with STP members...

Council approved funding for two presidential initiatives advanced by President-elect Dr. James Bray: 2009 Presidential Summit on the Future of Psychology Practice and the 2009 Presidential Task Force on the Future of Psychology Practice.

Council presented the Raymond D. Fowler Award to Dr. Charles L. Brewer, long-time Division 2 fellow and leader, for his enhancing the quality of education in psychology and for his contributions to the discipline of psychology and to APA.

For more APA council news (By-laws amendment to allow minority associations voting seats on Council, and Results of petition ballot on detainee settings), see the STP members-only web site at <http://teachpsych.org/>

Respectfully Submitted,

David E. Johnson

Margaret A. Lloyd

Division 2 APA Council Representatives

### **A New STP Governance Structure David E. Johnson Chair, Restructuring Task Force**

This year is a presidential election year in the U.S. Millions of voters go to the polls and cast their ballots for their choice of a new administration. This fall, ballots may also be cast by STP members for a new governance structure (see insert in this issue). Revised bylaws describe the proposed structure that the Executive Committee approved this past summer. Now, STP members will vote to approve those bylaws.

A little history is in order. Over the years, STP's Executive Committee grew to 19 individuals rendering decision-making processes and long-range planning unwieldy. In the fall of 2006, President-Elect, Bill Buskist, proposed the development of a Restructuring Task Force to investigate possible ways to make STP more efficient. Specifically, Dr. Buskist charged the task force to examine the current infrastructure of the Society, determine its suitability for sustaining the current growth of its programs, and develop a set of recommendations for improving the organizational structure and functioning of the Society. Linda Noble and I co-chaired the task force until November of 2007 when Linda had to leave the task force due to new professional duties. The task force members included Ted Bosack, Bill Hill, Mary Kite, Maureen McCarthy, Tom Pusateri, and Elizabeth Swenson.

In May, 2008 the Executive Committee of STP voted to endorse the task force's proposed governance structure. Since that time, the task force revised the bylaws to reflect the approved changes. What are those changes? What does the new structure look like?

One of the problems encountered with the old system revolved around the size of the Executive Committee (EC) whose members voted on all official business of the organization. Over the years this group grew to 19 members. The new system reduces the size of this group from 19 to 10. The proposed EC still contains the President, Past-President, President-Elect, Secretary, and Treasurer. However, the proposed bylaws provide for five Vice-Presidents (VP) who each have responsibility for a functional area of STP. The VPs will be elected by the membership of STP. The functional areas, which were primar-

ily developed from STP's Mission Statement, are as follows:

- Teaching Resources
- Programming
- Recruitment, Retention, & Public Relations
- Recognition & Awards
- Diversity & International Issues



Almost all other committees of STP will continue to function as before, but each will be represented by one of the VPs listed above. Two standing committees will be disbanded under the new plan (Publications and Long-Range Planning). The new EC has many advantages over the old one. It is almost half as large, which should make formal decision-making less cumbersome and more efficient. It also increases the number of EC positions that are elected by the membership.

On behalf of the Restructuring Task Force and the Executive Committee, I urge you to review the revised bylaws, complete your ballot, and send it in before the deadline.

### **STP Call for 2009 Leadership Nominations**

The Society for the Teaching of Psychology requests nominations for three key leadership positions: the office of President-elect, the office of Vice President for Diversity and International Issues, and the office of Vice President for Recruitment, Retention, and Public Relations.

The individual elected to the office of President-elect will work with the incumbent as President-elect beginning January 1, 2010 and assume the office of President on January 1, 2011. Presidents serve 1-year terms and are responsible for furthering the mission of the Society. The President chairs the Society's Executive Committee and recommends appointments to Society committees, task forces, and ad hoc working groups.

*The Society is currently undergoing restructuring of its leadership infrastructure, and the two vice president positions will become available pending approval of the proposed new Society bylaws by the Society membership.* Voting on the proposed bylaws will occur later this fall. The individuals who are elected to the two vice president positions will assume duties on January 1, 2010 and serve in their respective posts through December 31, 2012.

The individual who is elected to the office of Vice President for Diversity and International Issues shall oversee and assess all Society activities related to diversity and international issues, including, but not limited to, diversity in membership, integration of diversity and international psychology into the curriculum, hiring and retaining a diverse faculty, and attracting members of diverse groups to psychology as a major and a profession.

The individual who is elected to the office of Vice President for Recruitment, Retention, and Public Relations shall oversee the planning, implementation, and evaluation of all Society recruitment and public relations efforts.

Please think carefully about Society members who could lend their expertise and dedication to these offices. Nominees must be Fellows or Members of the Society. Send your nominations to Bill Buskist at [buskiwf@auburn.edu](mailto:buskiwf@auburn.edu) by January 9, 2009

**BYLAWS OF THE  
SOCIETY FOR THE TEACHING OF PSYCHOLOGY**

Proposed revisions July 14, 2008

~~Amended November 27, 2006~~

**ARTICLE I—NAME AND MISSION**

1. The name of this organization shall be the Society for the Teaching of Psychology (hereinafter the "Society").
2. The Society for the Teaching of Psychology advances understanding of the discipline by promoting excellence in the teaching and learning of psychology. The Society provides resources and services, access to a collaborative community, and opportunities for educational and developmental activities. The Society also strives to advance the scholarship of teaching and learning, advocate for the needs of teachers of psychology, foster partnerships across academic settings, and increase recognition of the value of the teaching profession.
3. The Society functions as Division Two of the American Psychological Association (APA).

**ARTICLE II—MEMBERSHIP**

1. The Society shall consist of two classes of membership: Members and Fellows.
2. Members shall be any persons interested in the teaching of psychology who are current in their payments of dues to the Society.
3. Fellows of the Society shall be persons (a) who qualify for Fellow status according to the bylaws of the APA, and (b) who have been actively engaged in the teaching of psychology in a recognized institution for a period of five years or more, not less than three of which shall have been spent in employment in the same institution, and (c) who have made significant contributions to the advancement of the teaching of psychology as determined by the Fellows Committee. After approval by the APA, their names shall be announced to the membership as Fellows.
4. On matters calling for ~~action~~ **a vote** by the membership of the Society, ~~with the exception of APA Council Representative elections,~~ each Fellow and Member shall have one vote; no voting by proxy shall be allowed. ~~Only APA members who are eligible to vote in APA elections may vote in the Division Two Council Representative election.~~

**ARTICLE III—ELECTED OFFICERS **AND EXECUTIVE COMMITTEE****

1. The elected officers of the Society shall be a President, a President-Elect, a Past President, **five Vice-Presidents**, a Secretary, a Treasurer, and one or more Representatives to the **APA** Council of Representatives, as provided for in the bylaws of the APA.
2. **The President, President-Elect, Past President, Vice Presidents, Secretary, and Treasurer constitute the voting members of the Executive Committee. The Executive Director of the Society shall serve as a nonvoting member of the Executive Committee. The Executive Committee shall supervise the affairs of the Society subject to the provisions of these bylaws. The President shall preside at all meetings of the Executive Committee and oversee all other discussions,**

deliberations, and votes of the Executive Committee. The Executive Committee shall make decisions by majority vote. The Executive Committee may send formal invitations to other individuals in appointed positions within the Society (e.g., Editors, Directors, and Standing Committee Chairs) and liaisons from other organizations that promote the teaching of psychology to attend its meetings or contribute to discussions as nonvoting participants.

32. The President-Elect, ~~Secretary, and Treasurer~~ shall be elected by the voting members of the Society and shall not simultaneously hold another ~~elected office or appointed position as Editor, Director, or Chair of a Standing Committee~~ in the Society. The term of office for President-Elect shall be one year starting on January 1 of the year following the election and ending on December 31. It shall be the responsibility of the President-Elect to perform the duties of the President in the event of the absence or incapacity of the latter. The President-Elect shall become President upon the expiration of the President's term.
3. ~~The Representatives to APA Council shall be Fellows or Members of the APA and shall not simultaneously hold another office in the Society.~~
4. ~~The term of office shall be one year for the Past President, one year for the President, one year for the President Elect, three years for the Secretary, and three years for the Treasurer. Terms of all officers shall start on January 1 of the year following their election and end on December 31. The provisions of the bylaws of the APA shall govern the terms of Council Representatives.~~
45. The term of office for President shall be one year starting on January 1 in the year immediately following that individual's term as President-Elect and ending on December 31. The President shall not simultaneously hold another elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. It shall be the duty of the President to preside at all meetings of the Society, to serve as Chair of the Executive Committee of the Society, to preside over the President's Cabinet, to supervise the affairs of the Society with the approval of the Executive Committee, to appoint all necessary committees and task forces to accomplish the business of the Society, and to perform other duties incident to the office or that may be required by vote of the Executive Committee.
6. ~~It shall be the responsibility of the President Elect to perform the duties of the President in the event of the absence or incapacity of the latter. The President-Elect shall become President upon the expiration of the President's term.~~
57. The term of office for Past President shall be one year starting on January 1 in the year immediately following that individual's term as President and ending on December 31. The immediate Past President shall serve as a member of the Elections and Appointments Committee and shall write the annual report of the Society's activities during his or her Presidential year to be submitted to APA. The Past President shall not simultaneously hold any other elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. Past Presidents shall be prohibited from future candidacy for any office whose incumbent is a voting member of the Executive Committee but may be considered for future candidacy for any other elected office or appointed position.
6. The term of office for each of the five Vice Presidents shall be three years starting on January 1 in the year following the election and ending on December 31. Each Vice President shall be assigned to represent one of the Society's five functional areas: Resources; Programming; Recruitment, Retention, & Public Relations;



Recognition & Awards; and Diversity & International Issues. It shall be the duty of each Vice President to coordinate communication among from the Editors, Directors, and Committee Chairs in that officer's assigned functional area, to seek input from them, and to represent their interests to the Executive Committee. No Vice President shall simultaneously hold another elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. An individual is limited to serving a total of two three-year terms as Vice President.

78. The Secretary shall be elected by the voting members of the Society and shall not simultaneously hold another elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. The term of office for Secretary shall be three years starting on January 1 of the year following the election and ending on December 31. It shall be the duty of the Secretary to maintain the official non-financial records of the organization, to take minutes at all Executive Committee meetings, ~~President's Cabinet meetings,~~ and business meetings of the Society membership, to record and prepare an annual summary of major Executive Committee decisions for review and approval at the Executive Committee meeting, to serve as editor of the Society's newsletter, and to perform other duties related to organizational needs as they arise. **An individual is limited to serving a total of two three-year terms as Secretary.**
89. The Treasurer shall be elected by the voting members of the Executive Committee of the Society and shall not simultaneously hold elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. The term of office for Treasurer shall be three years starting on January 1 of the year following the election and ending on December 31. It shall be the duty of the Treasurer to oversee the timely collection of dues from members; to monitor the funds and investments of the Society; to maintain custody of the financial records of the Society; to work with the officers of the Society on major financial matters; to maintain records of receipts and expenditures of the Society; to deposit receipts in a timely fashion; to make timely disbursements as authorized by the Executive Committee; to prepare a proposed annual budget for approval at the Executive Committee Meeting; to prepare an annual financial statement for the Executive Committee Meeting; to notify the APA's Office of Membership Services of any changes in dues assessments at the prescribed time; to function as the Treasurer of the Fund for Excellence; and to perform other general duties of a treasurer as needed. **An individual is limited to serving a total of two three-year terms as Treasurer.**
910. Candidates for the Society's Representatives to the APA Council of Representatives shall be Fellows or Members of the APA. Representatives to APA Council shall be elected only by those Society members who are eligible to vote in APA elections. ~~The Society's Representatives to the APA Council of Representatives shall~~ **serve the terms,** perform the duties, and accept the responsibilities specified in the bylaws of the APA and shall bring important issues to the attention of the ~~President's Cabinet or Executive Committee.~~ **Representatives to APA Council shall not simultaneously hold another elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society and are prohibited from consideration for candidacy for the office of Vice President until the final year of their terms of office.**
101. Should an elected officer, other than the President or President-Elect, leave office for any reason, the Executive Committee shall by majority vote elect a successor to complete the remainder of the unexpired term. Should a candidate receiving the most votes decline to serve after the balloting but before the outcome of the

election has been announced, the Elections and Appointments Committee shall declare elected the candidate receiving the next largest number of votes for that office. Should the President leave office for any reason, the President-Elect shall complete the current President's term. Should the President-Elect leave office for any reason, the candidate receiving the next largest number of votes in the election for that office shall complete the President-Elect's term.

112. In cases where an elected officer, other than the President, fails to perform the specified duties of that office as evaluated by the President, the President shall notify the officer in writing stating the concerns and expectations for remedying the situation. If the officer continues to fail in the performance of duty, the President may choose to submit to the Past President a written statement and documentation concerning the failure of performance with a recommendation for removal of office. The Past President shall then contact the officer in question requesting a written response to this recommendation within thirty days. Upon receipt of this response or, if no response is received after thirty days, the Past President shall convene a meeting of the ~~Cabinet~~ **Executive Committee**, excluding the President and the officer in question. The ~~Cabinet~~ **Executive Committee** shall then review the documentation ~~and consider whether to forward a recommendation for removal to the Executive Committee~~. A majority vote of the Executive Committee, excluding the President and the officer in question, shall be required for removal from office.
123. In cases where the President fails to perform the specified duties of the office as evaluated by a member of the Executive Committee, that member shall notify the President in writing stating the concerns and expectations for remedying the situation. If the President continues to fail in the performance of duty, the member shall then submit to the Past President a written statement and documentation concerning the failure of performance with a recommendation for removal of office. The Past President shall then contact the President requesting a written response to this recommendation within thirty days. Upon receipt of this response or after a period of thirty days, the Past President shall convene a meeting of the ~~Cabinet~~ **Executive Committee**, excluding the President and the member who made the initial charge, to review **the documentation** ~~and make a recommendation to the Executive Committee~~. ~~The Executive Committee, excluding the President and the member who made the initial charge, shall vote on this recommendation.~~ A majority vote of the Executive Committee, excluding the President and the member who made the initial charge, shall be required for removal from office.

#### **ARTICLE IV-EDITORS AND DIRECTORS**

1. The Executive Committee shall appoint an Editor of *Teaching of Psychology* for a term of six years. The ~~Publications Committee shall conduct the search~~ **President, upon approval by the Executive Committee, shall appoint an ad hoc search committee** for the Editor. In order to provide a smooth editorial transition, the search for a new Editor should be started three years prior to the end date of the current Editor. Once selected, the Editor-Elect should begin working with the current Editor, with the new Editor-Elect beginning to receive manuscripts one year prior to his or her January 1 start date as Editor. Ordinarily the Editor shall serve no more than two consecutive terms. The Editor shall appoint Associate and Section Editors and other members of an editorial staff to assist in editing and producing the journal. The Editor shall ~~submit~~ **provide the Executive Committee** an annual report **to the Vice President for Resources** and **a budget to the Executive Committee** for review and approval.

2. The Executive Committee shall appoint an Internet Editor for a term of five years. ~~The Publications Committee shall conduct the search~~ **President, upon approval by the Executive Committee, shall appoint an ad hoc search committee** for the Internet Editor. In order to provide a smooth editorial transition, the search for a new Editor should be started two years prior to the end date of the current Editor. Once selected, the Editor-Elect should begin working with the current Editor. Ordinarily the Internet Editor shall serve no more than two consecutive terms. It shall be the duty of the Internet Editor to oversee all Society Internet resources, including the Society's Web pages, electronic discussion lists, and other Internet activities and materials. The Internet Editor may appoint an editorial staff and managers of specific Internet resources of the Society. The Internet Editor shall ~~submit provide the Executive Committee~~ **submit provide the Executive Committee** an annual report **to the Vice President for Resources** and a budget **to the Executive Committee** for review and approval. A new Internet Editor will assume ~~office~~ **the position on January** ~~September-1~~.
3. The Executive Committee shall appoint a Director of the Office of Teaching Resources in Psychology (OTRP) for a term of five years. ~~The Publications Committee shall conduct the search~~ **President, upon approval by the Executive Committee, shall appoint an ad hoc search committee** for the Director of OTRP. In order to provide a smooth transition, the search for a new Director should be started two years prior to the end date of the current Director. Once selected, the Director-Elect should begin working with the current Director. Ordinarily the Director of OTRP shall serve no more than two consecutive terms. It shall be the duty of the Director to maintain the office that distributes the Society's teaching materials and to oversee other resources and services provided through OTRP. The OTRP Director may appoint an editorial staff and managers of specific OTRP resources. The OTRP Director shall ~~submit provide the Executive Committee~~ **submit provide the Executive Committee** an annual report **to the Vice President for Resources** and a budget **to the Executive Committee** for review and approval. A new OTRP Director will assume ~~office~~ **the position on January** ~~September-1~~.
4. The Executive Committee shall appoint a Director of Society Programming for a term of five years. ~~The President shall appoint a special committee to search~~ **President, upon approval by the Executive Committee, shall appoint an ad hoc search committee** for the Director of Society Programming. In order to provide a smooth transition, the search for a new Director should be started two years prior to the end date of the current Director. Once selected, the Director-Elect should begin working with the current Director. Ordinarily the Director shall serve no more than two consecutive terms. It shall be the duty of the Director to provide oversight for Society convention programming, conferences, and workshops. It also shall be the duty of the Director, in consultation with the President, to make arrangements for the program and annual meeting of the Society in accordance with Article IX of these bylaws. The Director shall appoint Associate Directors to focus on specific programming functions and initiatives as needed. The Director will be charged with the oversight and appointment of coordinators and steering committees for Society-sponsored programming. The Director shall ~~submit provide the Executive Committee~~ **submit provide the Executive Committee** an annual report **to the Vice President for Programming** and a budget **to the Executive Committee** for review and approval. A new Director of **Society** Programming will assume ~~office~~ **the position on January** ~~September-1~~.
5. The Executive Committee shall appoint an Executive Director of the Society for a term of five years. The Executive Director shall be eligible for continuing reappointment upon the recommendation of the Elections and Appointments Committee and the approval of the Executive Committee. In order to provide a

smooth transition, the search for a new Director should be started a year prior to the current Executive Director's term ending date or immediately upon either the resignation of a sitting Executive Director. The search will be conducted by the Elections and Appointments Committee and include the current President-Elect, Secretary, and Treasurer as ad hoc members. Once selected, the Director-Elect should begin working with the current Director. It shall be the duty of the Executive Director to manage and coordinate membership records, renewals, and inquiries; coordinate the development and printing of selected Society publications and communications; maintain current, and archive relevant Society records; provide support for Society officers; serve as the Society's liaison to APA, APS, and other teaching organizations as directed by the Executive Committee; and serve as a nonvoting member of the Executive Committee, the Recruitment, Retention and Publications Committee, and the Long Range Planning Committee. The Executive Director may appoint clerical staff. The Executive Director reports directly to the Society President and shall provide the Executive Committee with an annual report and budget for review and approval. A new Executive Director will assume office the position on January 1.

6. In cases where an appointed Editor or Director fails to perform the specified duties of that office position as evaluated by the President, the President shall notify the Editor or Director in writing stating the concerns and expectations for remedying the situation. If an Editor or Director continues to fail in the performance of duty, the President may choose to submit to the Past President a written statement and documentation concerning the failure of performance with a recommendation for removal of office position. The Past President shall then contact the Editor or Director in question requesting a written response to this recommendation within thirty days. Upon receipt of this response or, if no response is received after thirty days, the Past President shall convene a meeting of the ~~Cabinet~~ Executive Committee, excluding the President and the Editor or Director in question. The ~~Cabinet~~ Executive Committee shall then review the documentation and consider whether to forward a recommendation for removal to the Executive Committee. A majority vote of the Executive Committee, excluding the President and the Editor or Director in question, shall be required for removal from office the position.
7. Editors and Directors are prohibited from consideration for candidacy for the office of Vice President until the final year of their terms in the position.

#### **ARTICLE V-STANDING COMMITTEES AND APPOINTED TASK FORCES**

1. Committees of the Society shall consist of Standing Committees provided by these bylaws and Task Forces recommended by the President and established by vote of the members of the Executive Committee. An individual may not serve concurrently as a Chair of more than one Standing Committee nor in any other elected office or appointed position. The Chair of the Elections and Appointments Committee will assume office the position on January 1 immediately following the end of that person's term as Past President. New Chairs of other standing committees will assume office the position on ~~January~~ September 1 following their appointment.
2. There shall be ~~seven~~ five Standing Committees: The Recruitment and Public Relations Committee, The Fellows Committee, The Elections and Appointments Committee, The Committee on Teaching Awards, ~~The Publications Committee, The Long Range Planning Committee~~ and The Diversity Committee.
3. The Recruitment and Public Relations Committee shall consist of a Chair selected



by the President with the approval of the Executive Committee and at least three committee members, one of whom will be the current chair of the Society Graduate Student Teaching Association. The Chair shall serve for a period of three years. The duties of the Chair and committee are to plan, direct, and evaluate Society recruitment and public relations efforts. These efforts may be done in collaboration with other existing Standing Committees and task forces of the Society. The Executive Director shall serve as a nonvoting member of this committee. **The Chair of the Recruitment, Retention, and Public Relations Committee shall submit an annual report to the Vice President for Recruitment, Retention, and Public Relations and a budget to the Executive Committee for review and approval.**

4. The Fellows Committee shall consist of three members who are Fellows of the Society. With the approval of the Executive Committee, the President shall appoint a Chair of the committee for a two-year term. During the year prior to the expiration of the Chair's term and with the approval of the Executive Committee, the President shall appoint an Associate Chair for a one-year term. Ordinarily, the Associate Chair shall succeed the current Chair. Terms of service on the Committee shall ordinarily be three years with terms staggered so that one new member is appointed each year. It shall be the duty of the Chair to solicit nominations and to compile the files of the nominees for review. It shall be the duty of the Fellows Committee to examine the qualifications of Members to become Fellows of the APA and the Society according to APA and Society standards and shall approve those individuals deserving of recognition as Fellow. In the cases of nominees who are not Fellows of other APA divisions, the Fellows Committee shall forward materials to the APA Membership Committee. Appeals of a decision by the Fellows Committee will be directed to the President and reviewed by the President's Cabinet for final resolution. **The Chair of the Fellows Committee shall submit an annual report to the Vice President for Recognition and Awards and a budget to the Executive Committee for review and approval.**
5. The Elections and Appointments Committee shall consist of the President, Past-President, and the past, Past-President, who will serve as the chair. It shall be the duty of this Committee to conduct and supervise the elections of the Society as provided in Article VIII of these bylaws and to make recommendations for appointments of Society representatives as requested by other organizations. No member of this committee may be considered for elective office in the Society or recommended by this committee for any appointment. The Committee will consult with the Society's Council Representative(s) on all recommended appointments to APA Boards, Committees, and Task Forces. **The Chair of the Elections and Appointments Committee shall provide the Executive Committee an annual report and a budget for review and approval.**
6. The Committee on Teaching Awards shall consist of a Chair and Associate Chair appointed for three-year terms by the President with the approval of the Executive Committee and members of review subcommittees appointed annually by the Chair. Subcommittee members will normally be previous award winners. The Committee shall determine the recipients of the Society's annual Excellence in Teaching Awards. Further, the Committee, in conjunction with the Director of Programming, is responsible for formal presentation of these awards at the annual meeting. Ordinarily, the Associate Chair of the Committee shall succeed the Chair. **The Chair of the Committee on Teaching Awards should submit an annual report to the Vice President for Recognition and Awards and a budget to the Executive Committee for review and approval.**

- ~~7. The Publications Committee shall consist of a Chair appointed for a three year term by the President with the approval of the Executive Committee. Other members of the Committee shall be the Editor of *Teaching of Psychology*, the Director of the OTRP, the Society's Internet Editor, the Society Secretary, and two other at large members of the Society appointed on staggered terms by the President. The Committee shall coordinate Society publications, encourage publication projects, establish general policies for publications, and handle publication related negotiations and searches for editors and directors.~~
- ~~8. The Long Range Planning Committee shall consist of a Chair appointed by the President with the approval of the Executive Committee for a two year term and, during the year prior to the expiration of the Chair's term, an Associate Chair appointed by the President for a one year term. Ordinarily, the Associate Chair shall succeed the current Chair. The members of the Committee shall be the President Elect, the President, the Past President, and three other at large members of the Society appointed on staggered terms by the President. No voting member of the Executive Committee may concurrently serve as an at large member of this committee. Only at large members may serve as Chair and Associate Chair of the Committee. The Executive Director shall serve as a nonvoting member of this committee and shall take minutes of its meetings. The Committee shall consult with the Society's officers and Committee Chairs regarding long range concerns that the Committee should address, develop recommendations regarding new projects and directions for the Society, and present these recommendations to the Executive Committee for evaluation and action.~~
79. The Diversity Committee shall consist of a Chair appointed by the President with the approval of the Executive Committee and at least three committee members. The Chair shall serve for a period of three years. The Committee shall oversee and assess all Society activities related to diversity issues, including, but not limited to, diversity in membership, integration of diversity into the curriculum, hiring and retaining a diverse faculty, and attracting members of diverse groups to psychology as a major and a profession. **The Chair of the Diversity Committee shall submit an annual report to the Vice President for Diversity & International Issues and a budget to the Executive Committee for review and approval.**
810. The President may establish a Task Force to pursue any topic relevant to the concerns of the Society with the approval of the Executive Committee. The Task Force shall be given a charge and time frame for executing that charge.
911. In cases where an appointed Chair of a Standing Committee fails to perform the specified duties of that ~~office~~ **position** as evaluated by the President, the President shall notify the Standing Committee Chair in writing stating the concerns and expectations for remedying the situation. If a Standing Committee Chair continues to fail in the performance of duty, the President may choose to submit to the Past President a written statement and documentation concerning the failure of performance with a recommendation for removal. The Past President shall then contact the Standing Committee Chair in question requesting a written response to this recommendation within thirty days. Upon receipt of this response or, if no response is received after thirty days, the Past President shall convene a meeting of the ~~Cabinet~~ **Executive Committee**, excluding the President ~~and the Editor or Director in question~~. The **Executive Committee** shall then review the documentation and consider whether to forward a recommendation for removal to the ~~Executive Committee~~. A majority vote of the Executive Committee, excluding the President ~~and the Editor or Director in question~~, shall be required for removal

from office the position.

10. Standing Committee Chairs are prohibited from consideration for candidacy for the office of Vice President until the final year of their terms of the position.

#### **ARTICLE VI—GRADUATE STUDENT TEACHING ASSOCIATION**

1. There shall be a Graduate Student Teaching Association of the Society. The Association shall be charged with educational and development activities for future psychology teachers. The Association shall be led by a Steering Committee comprised of a Chair, an Associate Chair, a Faculty Advisor, and at least four at-large members appointed by the President with the approval of the Executive Committee. The Chair and Associate Chair shall be graduate students and serve a term of one year, starting on September 1. Ordinarily, the Associate Chair shall succeed the Chair. The Faculty Advisor shall serve a three-year renewable term. The Chair of the Graduate Student Teaching Association shall submit an annual report to the Vice President for Recruitment, Retention, and Public Relations and a budget to the Executive Committee for review and approval.

#### **~~ARTICLE VII—EXECUTIVE COMMITTEE~~**

- ~~1. The Executive Committee shall supervise the affairs of the Society subject to the provisions of these bylaws. The voting members of the Executive Committee shall consist of the President's Cabinet, the Editor of *Teaching of Psychology*, the Internet Editor, the Director of OTRP, the Chairs of the Standing Committees, and the Chair of the Graduate Student Teaching Association. The Executive Director of the Society shall serve as a nonvoting member of the Executive Committee.~~
- ~~2. The President shall preside at all meetings of the Executive Committee and oversee all other discussions, deliberations, and votes of the Executive Committee. The Executive Committee shall make decisions by majority vote.~~
- ~~3. The Executive Committee may invite other organizations, with similar missions to advance the teaching of psychology, to appoint a liaison to attend the annual Executive Committee meeting as a nonvoting participant.~~

#### **ARTICLE VIII—NOMINATIONS AND ELECTIONS**

1. The elected officers of the Society shall be determined by a vote of Members and Fellows of the Society, voting on a mail ballot, with the exception of Representatives to APA Council, for whom only APA members may vote and the Treasurer, for whom only members of the Executive Committee may vote.
2. The Elections and Appointments Committee shall issue a call for nominations for the offices of President-Elect, Vice President, Secretary and Treasurer in those years when a term of office expires, and for the offices of APA Council Representatives according to the time-line specified by APA. The Elections and Appointments Committee shall consider the results of this nomination procedure for advisory purposes in setting up a slate of candidates for the final selection.
3. The final ballot shall list at least two, but usually and preferably, three nominees for the office of President-Elect. There shall be at least twice as many nominees as there are persons to be elected for each other office.

4. The candidate receiving the largest number of votes for each Society office shall be declared elected. The Chair of the Elections and Appointments Committee shall obtain the count of the votes for each office and shall announce the election results at the annual business meeting of the Society.
5. Officers shall assume office on January 1 of the year following their election and shall hold office until their elected successors assume office in their stead.
6. When an APA Council seat is lost on an apportionment ballot, the seat shall be vacated by the most recently elected Council Representative or the Council Representative who received the fewest votes when more than one Representative was elected in that year.
7. When an APA Council seat is gained on an apportionment ballot, the Council Representative candidate in the most recent election who received the next highest number of votes in the most recent election shall occupy the seat until an election can be held. If no candidate from the most recent election is available to serve, the President shall appoint someone to fill the seat with the approval of the Executive Committee.

#### **ARTICLE ~~IX~~<sup>VIII</sup>—MEETINGS**

1. The annual meeting of the Society shall take place at a site and time determined at the previous annual meeting and announced to the membership. The annual meeting serves for the transaction of business, the presentation of scientific papers, and discussions of professional matters in the field of the Society's interests.

#### **ARTICLE ~~X~~<sup>IX</sup>—DUES**

1. Annual dues and assessments of any special dues shall be determined by the Executive Committee to cover expenses to the Society and the subscription to *Teaching of Psychology*.

#### **ARTICLE ~~XI~~<sup>X</sup>—FUND FOR EXCELLENCE**

1. The Fund for Excellence in the Teaching of Psychology is an endowment fund. The income from the Fund is to be used each year to provide a monetary award to the winners of the Society Teaching Awards. Other activities that promote good teaching may be supported after providing for the awards and the expenses of the Fund.
2. There shall be a Board to administer the Fund.
  - a. The Board shall consist of six persons, at least four of which are Members of the Society, appointed by the Society's Executive Committee. The Society's Treasurer shall be an ex officio, nonvoting member of the Board.
  - b. Each Board member shall serve a term of six years. Terms shall be staggered so that two new members are appointed every other year. Ordinarily, a member shall serve no more than two consecutive terms.
  - c. The duties of the Board shall be to raise money for the Fund, to direct the investment of the funds after seeking professional advice, and to review the investment portfolio annually. The Board may make recommendations to the Executive Committee concerning the size of the teaching awards and other issues concerning the fund to promote excellence in teaching.

3. The Fund Board shall have three officers: Chair, Executive Secretary, and Treasurer. The Board shall elect the Chair and Executive Secretary from among its members. Their term of office shall be two years; officers may be reelected as long as they serve on the Board.
4. Duties of the officers of the Board.
  - a. It shall be the duty of the Chair to report on the activities of the Fund to the Executive Committee of the Society and to the members at the annual business meeting of the Society and to preside over meetings of the Board.
  - b. It shall be the duty of the Executive Secretary to handle all correspondence for the Board, to make specific investments as directed by the Board, to maintain records of income and expenses, to maintain the bank account, to disburse funds as directed by the Board, to prepare a monthly report for the Fund's accountant Treasurer, and to prepare the annual report.
  - c. The Treasurer of the Society shall serve as Treasurer of the Fund. It shall be the duty of the Treasurer to review and approve the monthly deposits and expenses and the annual report of the Fund.

#### **ARTICLE ~~XII~~ ~~XI~~ - AMENDMENTS AND CHANGES TO THE OPERATING PROCEDURES OF THE SOCIETY**

1. The Society, at any annual meeting by a vote of two-thirds of the members present, or by a majority of the members of the Society voting on a mail ballot, may adopt such amendments to these bylaws as have been (a) presented and read at the preceding annual meeting, or (b) mailed to each member, or (c) published as a ballot in an appropriate Society publication two months before the count.
2. Ballots should be mailed to the Secretary. The Secretary counts them and informs the President of the results.
3. The Executive Committee, by a two-thirds majority, may vote to alter or suspend a portion of a bylaw for a temporary period of time when a need exists to respond to a legitimate and pressing concern to preserve or enhance the welfare of the Society if the membership incurs no additional financial liability. Should the bylaw alteration or suspension be deemed appropriate to stand, the change shall be submitted to the membership of the Society using the mechanisms for bylaw amendment as spelled out in this section.
4. The Executive Committee, by a majority vote, may establish and amend the contents and specifications of Operating Procedures of the Society.