

# DIVISION 45 BYLAWS

(as revised January 2018)

## Preamble

The mission of the American Psychological Association is defined as “advancing psychology as a science, profession, and as a means of promoting human welfare.” The mission of the Society for the Psychological Study of Culture, Ethnicity and Race reflects that of the American Psychological Association. Specifically, the Society serves as a means to promote: the development of knowledge and understanding of ethnic minority psychology; the application of psychological principals specific to ethnic minorities; consideration of how social concerns impact ethnic minority populations; and incorporation of the importance of diversity in society. In the spirit of promoting diversity of the human experience, the Society, in its policies and practices, will attend to the concerns of ethnic minorities with special sensitivity to gender, sexual orientation, the physically challenged, class, age, and religion. In this Society, Ethnic Minority groups include American Indian/Alaskan Natives, Asian Americans/Pacific Islanders, Black/African Americans, and Latina/Latino/Latinx individuals within the United States. In consideration of the reality that nomenclature evolves and changes, these bylaws will use the terms ethnic minority and people of color interchangeably.

## Article I Name and Purpose

1. The name of this organization shall be Society for the Psychological Study of Culture, Ethnicity and Race: A Division of the American Psychological Association (APA).
2. The purpose of this organization shall be:
  - a. to advance the contributions of psychology as a discipline in the understanding of issues related to people of color through research, including the development of appropriate research paradigms;
  - b. to promote the education and training of psychologists in matters regarding people of color, including the special issues relevant to the service delivery issues relevant to ethnic minority populations; and
  - c. to inform the general public of research, education and training, and service delivery issues relevant to ethnic minority populations.

## Article II Membership

1. There shall be four classes of members in the Division: Fellows, Members, Associate Members, and Affiliates. The requirements of these classes shall be provided by the Bylaws of the American Psychological Association except as noted below. All applicants for admission shall demonstrate, in a manner satisfactory to the Division membership, participation or sustaining interest in furthering the goals of the Division. To maintain good standing, a member must be current in payment of dues as outlined in Article V.

- 40 2. Professional Affiliates shall be persons who are not members of the American  
 41 Psychological Association but who are professionals from disciplines bearing on  
 42 the central interests of the Division.
- 43 3. Student Affiliates shall be persons who have been accepted by the American  
 44 Psychological Association as Student Associates or who are otherwise eligible  
 45 for such membership. Student Affiliates shall receive the Division newsletter and  
 46 will be encouraged to participate in the activities of the Division.
- 47 4. Members and Associate members of the American Psychological Association,  
 48 who apply for Division membership in the same status held in the American  
 49 Psychological Association, may be admitted to the Division by vote of the  
 50 Membership Committee subject to approval of the Division at its annual business  
 51 meeting.
- 52 5. Members nominated for Fellow status in the Division must provide evidence of  
 53 unusual and outstanding contributions in the area of psychology related to ethnic  
 54 minority issues. All candidates for Fellow status must be endorsed by at least  
 55 one Fellow of the Division.
- 56 6. Voting in the Division shall follow the criteria established in the Bylaws of the  
 57 American Psychological Association. Only members in good standing in the  
 58 Division will be eligible to vote

### 59 **Article III Officers**

- 60 1. The officers of the Division shall consist of President; President-Elect; Past  
 61 President; Secretary, Secretary-Elect, Treasurer, Treasurer-Elect, seven  
 62 Members-at-Large, Divisional Representative(s), Graduate Student  
 63 Representative, and Editor of Cultural Diversity and Ethnic Minority Psychology.  
 64 Each shall perform the duties of the respective office and specific duties provided  
 65 elsewhere in these Bylaws or assigned by the Executive Committee. The  
 66 President, Past-President, and President-Elect shall serve for a one-year period  
 67 and the Members-at-Large, Secretary and Treasurer for three-year periods. A  
 68 Secretary-Elect shall be elected in the second year of the prior three-year term to  
 69 serve one year concurrently with the Secretary. A Treasurer-Elect shall be  
 70 elected in the second year of the prior three-year term to serve one year  
 71 concurrently with the Treasurer. The Graduate Student Representative shall be  
 72 elected to serve a two-year term.
- 73 2. There shall be Divisional Representation to the Council of Representatives of the  
 74 American Psychological Association in numbers permitted by the Bylaws of the  
 75 American Psychological Association. Representatives shall be elected for a  
 76 three-year term of office.
- 77 3. The seven Members-at-Large will be elected and represent each of the four  
 78 ethnic groups identified in the Preamble. At the mid-year [Jan. 2014] meeting of  
 79 the Div. 45 Executive Council, a resolution was passed to expand membership  
 80 on the Executive Committee by two seats: One dedicated to a person of color  
 81 who is also a member of the LGBTQ Community, and a second membership to a  
 82 member of the Arab/Middle Eastern American community.

- 83 4. Candidates for office in the Division shall be Fellows or Members of the Division,  
 84 with the exception of one graduate student representative seat with a vote who is  
 85 a student affiliate of the Division in good standing. Officers and Divisional  
 86 Representatives to the American Psychological Association Council of  
 87 Representatives shall be elected by the voting members according to the  
 88 procedure accepted by the APA at the time of the election.
- 89 5. All elected Officers of the Division have a vote. The appointed Editor of Cultural  
 90 Diversity and Ethnic Minority Psychology does not have a vote.

#### 91 **Article IV Committees**

- 92 1. The Committees of the Division shall consist of, in addition to the Executive  
 93 Committee, such standing Committees as may be provided by these Bylaws and  
 94 such special Committees as may be established by the Executive Committee.  
 95 The President shall appoint Committee Chairs and Committee members.  
 96 Committee members shall be ratified by the Executive Committee. The  
 97 appointment of at least one graduate student to each committee, work group,  
 98 and task force of the Division is encouraged, except where prevented by the  
 99 nature and operating procedures of a specific committee as determined by the  
 100 President/Executive Committee.
- 101 2. **EXECUTIVE COMMITTEE.** The Executive Committee of the Division shall  
 102 consist of the President, the President-Elect, the immediate Past-President, the  
 103 Secretary, the Secretary-Elect, the Treasurer, the Treasurer-Elect, the Divisional  
 104 Representative(s), seven Members-at-Large, the Editor of Cultural Diversity and  
 105 Ethnic Minority Psychology and the Graduate Student Representative. The  
 106 Members-at-Large shall be elected by the Division membership and shall serve  
 107 staggered terms of three years each. A Secretary-Elect shall be elected in the  
 108 second year of the prior three-year term to serve one year concurrently with the  
 109 Secretary. A Treasurer-Elect shall be elected in the second year of the prior  
 110 three-year term to serve one year concurrently with the Treasurer. The Graduate  
 111 Student Representative shall be elected by Student Affiliate members of the  
 112 Division and serve a two-year term. To be eligible, candidates for the position of  
 113 graduate student representative must have at least two remaining years in their  
 114 graduate program. The Executive Committee shall have general supervision of  
 115 the affairs of the Division, performing the duties and abiding by the limitations  
 116 specified in these Bylaws. Actions of the Executive Committee that alter Division  
 117 policy are subject to approval by majority vote of the members voting. The voting  
 118 for such matters shall be conducted at an annual meeting or by special ballot, as  
 119 decided by the Executive Committee.
- 120 3. **MEMBERSHIP COMMITTEE.** The President shall appoint a Membership  
 121 Committee. It shall be the responsibility of this Committee to secure and review  
 122 evidence concerning the qualifications of all candidates for membership status in  
 123 the Division.
- 124 4. **FELLOWS COMMITTEE.** A Fellows Committee shall be appointed by the  
 125 President and consist of five members who are Fellows of the Division. It shall be  
 126 the duty of the Fellows Committee to receive all nominations for Fellowship, to

- 127 collect and consider such supporting materials as are necessary, and to  
128 recommend nominees for Fellow status in the Division, in accordance with the  
129 Bylaws of the Division and the American Psychological Association.
- 130 5. **NOMINATIONS COMMITTEE.** The Nominations Committee shall consist of the  
131 Past President as Chairperson and three other members appointed by the  
132 President. The Nominations Committee shall nominate at least two persons, if  
133 possible, for each office for which election is being held, taking care to assure  
134 broad representation in the administration of the Division. The Nominations  
135 Committee shall ascertain whether the nominees are qualified and willing to  
136 serve if elected. The list of nominees shall be reported to the American  
137 Psychological Association central office for inclusion in the election ballot issued  
138 by the Association by a date specified by the Association. The Nominations  
139 Committee shall prepare slates to ensure that there is always at least one  
140 representative on the Executive Committee from each of the following ethnic  
141 minority groups: American Indian/Alaskan Natives, Asian Americans/Pacific  
142 Islanders, Black/African Americans, and Latina/Latino/Hispanic Americans. The  
143 Committee shall also give consideration to gender representation.
- 144 6. **PROGRAM COMMITTEE.** The President-Elect of the Division shall appoint the  
145 Program Chair-Designee and Committee members no later than the beginning of  
146 the annual business meeting of that current year. This Committee shall plan the  
147 convention program of the Division.
- 148 7. **PUBLICATIONS COMMITTEE.** The Publications Committee will coordinate the  
149 publications (e.g., journal, newsletter, website, book series, etc.) and  
150 communication activities of the Division, in accordance with parameters set forth  
151 by the Executive Committee and operating policies of the publisher.
- 152 8. **STUDENT REPRESENTATIVES COMMITTEE.** The Student Representatives  
153 Committee will coordinate efforts to identify and advance the agenda of the  
154 Division's student membership. The committee is chaired by the graduate  
155 student representative to the Executive Committee, and the membership will  
156 include a Division 45 Executive Committee member who will serve as mentor  
157 and all student representatives appointed or elected to various other divisional  
158 committees, work groups, and taskforces.
- 159 9. **FINANCE AND FUND DEVELOPMENT COMMITTEE.** The Finance and Fund  
160 Development Committee will coordinate building the financial infrastructure of the  
161 Division and provide policies and procedures related to the fiscal matters of the  
162 Division. The Division Treasurer will be a member of this Committee.
- 163 10. **COUNCIL OF PAST PRESIDENTS.** The Council of Past Presidents shall be a  
164 standing committee of Division 45 composed of all past presidents of the Division  
165 with the charge to advise the Executive Committee on matters related to the  
166 Division. The Chair will be elected by the COPP for a term of 3 years.
- 167 11. **NEW COMMITTEES AND TASKFORCES.** New special or continuing  
168 committees, taskforces, and workgroups shall be created at the discretion of the  
169 President and Executive Committee. The creation of a new standing committee  
170 requires an amendment to the bylaws by a two-thirds majority of those members  
171 voting.

172 **Article V Dues**

- 173 1. The Executive Committee sets the minimum membership dues with the  
174 concurrence of the membership. Additional dues or assessments may be  
175 imposed by a vote of the Executive Committee.  
176 2. Dues will be collected annually and paid either to the American Psychological  
177 Association or the Division.  
178 3. The Membership Committee will maintain a current list of members and the  
179 status of dues payments.

180 **Article VI Activities**

- 181 1. The annual business meeting of the Division shall take place during the annual  
182 convention of the American Psychological Association, and in the same locality,  
183 for the transaction of business. During this time, the Division program will consist  
184 of the presentation of scientific papers, and the discussion of professional  
185 matters in the field of Division's interest. The Division shall coordinate its  
186 programs with, and participate in, the program of the Association. The Executive  
187 Committee shall meet at least twice a year annually (a Midwinter meeting and a  
188 meeting at the time of the annual convention of the Association) or as many  
189 times as it deems necessary.

190 **Article VII Amendments**

- 191 1. Amendment to these Bylaws may be proposed by a majority of the Executive  
192 Committee or by a majority vote of the members present at any annual business  
193 meeting. Ratification of the amendment proposed requires a two-thirds majority  
194 of those members voting by postal or electronic mail ballot.

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