BYLAWS

Bylaws Membership Approved 8-11-17 Stage One
Bylaws Membership Approved 11-28-17 Stage Two
Bylaws Membership Approved addition of ECP on Board 12-20-18
Bylaws Updates Membership Approved 10-30-19

ARTICLE I - NAME

The name of the organization shall be New Jersey Psychological Association, hereinafter referred to as the Association.

ARTICLE II PURPOSE AND MISSION (8-11-17)

The purpose of this organization shall be to advance psychology as a science, as a profession, and as a means of promoting human welfare. The mission of the New Jersey Psychological Association is the advancement of psychology as a science, as a profession and as a means of promoting health and human welfare in an atmosphere that supports the diversity of its members and the society at large. The APA Ethical Principles of Psychologists are the ethical principles of NJPA.

ARTICLE III - MEMBERSHIP (11-28-17) (10-30-19)

1. The Association shall consist of six classes of membership: Member, Associate Member, Graduate Student Member, Undergraduate Student Member, Senior Member, and Emeritus Member who meet the standards as described below. Members, Senior Members, and Emeritus Members may vote on all matters and hold office.
2. The standards for Member status shall be possession of a doctoral degree in psychology or a field allied to psychology conferred by a graduate school of recognized standing.
3. The standards for Associate Member status shall be possession of a Master’s degree in psychology or a field allied to psychology and conferred by a graduate school of recognized standing. They may serve as members of committees of the Association but may not vote, hold office, or chair a committee or other NJPA group.
4. The standards for Graduate Student Member shall be current enrollment in a graduate program in psychology or a field allied to psychology. The standard for Undergraduate Student Member shall be current enrollment in an undergraduate program in psychology or a field allied to psychology. Graduate Student members shall enjoy all the rights and privileges of membership in the Association and may serve as members of committees of the Association but may not vote, hold office, or chair an NJPA committee or other NJPA group, except for the New Jersey Psychological Association of Graduate Students (NJPAGS). Only Graduate Student Members are considered members of NJPAGS. Undergraduate Students may not vote, hold office, be a member of an NJPA committee or other NJPA group, or chair a committee or other NJPA group.
5. The standards for Senior Member shall be attainment of at least 70 years of age, membership in the Association for twenty-five years, and working less than 8 hours per week in the field of psychology. A member who has held membership in another state psychological association and meets the New Jersey Psychological Association’s membership criteria for Senior Member will be credited for that time as long as they have been an NJPA member for a minimum of 5 continuous
years immediately preceding the request for Senior status. Eligible members must directly request consideration for Senior Member status. Continuous membership in the organization may be waived as an eligibility requirement for members who have made significant contributions to the Association as officers, or in other leadership positions, as determined by the Membership Committee. Senior Members shall continue to enjoy all the rights and privileges pertaining to their former membership status.

6. The standards for Emeritus Member shall be attainment of at least 70 years of age, membership in Association for twenty-five years, and full retirement from the field of psychology. Eligible members must directly request consideration for Emeritus Member status. Continuous membership in the organization may be waived as an eligibility requirement for members who have made significant contributions to the Association as officers, or in other leadership positions, as determined by the Membership Committee. Emeritus Members shall continue to enjoy all the rights and privileges pertaining to their former membership status.

7. Members who become eligible for a higher or alternative member status are subject to review by the Membership Committee to determine appropriate member status and dues category.

8. A member may be removed from membership for egregious conduct, which tends to injure the Association, or to adversely affect its reputation, or which is contrary to, or destructive of, its objectives and standards. A psychologist whose license the Board of Psychological Examiners has revoked shall be excluded from membership indefinitely, unless otherwise determined by the Executive Board. Such actions shall be conducted in accordance with board policy and procedure.

9. If a member is unable to earn a normal living in his/her profession because of disability, unemployment or extreme hardship, dues may be reduced according to the policies of the Membership Committee.

10. All applications for membership in the Association, or for change in membership status, shall be approved by the Membership Committee. The Executive Board will review member applicants who have any formal complaints or allegations of ethical or professional misconduct via closed session. In this closed session, applicants will be presented to the Executive Board by the Membership Committee Chair, or if not available, by the President or Executive Director.

11. Nonpayment of dues for one month past the renewal expiration date shall be considered as equivalent to a request for resignation from the Association, unless the member has been granted dues exemption by the Membership Committee.

12. The Executive Board shall have the authority to approve all changes to dues upon recommendation from the Membership Committee.

ARTICLE IV - CONDUCT OF MEETINGS (11-28-17) (10-30-19)

1. The conduct of the Executive Board, all committees and groups as mentioned in Article X, and all general membership meetings shall be in accordance with Keesey’s Modern Parliamentary Procedure.

2. A simple majority of the Executive Board voting members shall constitute a quorum for the transaction of its business. The same shall be true for all committees and groups as mentioned in Article X of these By-Laws.

3. A) An annual meeting of the General Membership and the Executive Board shall be held for information sharing and mutual dialogue about current NJPA issues.
B) For all matters that require a vote of the General membership (such as approval of By-Laws and the Mission Statement) all NJPA members shall be given the opportunity to vote by electronic means following a virtual discussion period of the subject of the vote. This electronic vote will be done in accordance with the NJPA policy on electronic voting.

4. The Executive Board and NJPA committees or groups may (a) conduct regular meetings, with notice to that group’s membership, in person, virtually, or by conference telephone (b) conduct special meetings for emergent issues, with notice to that group’s membership, in person, virtually, or by conference telephone and (c) the Executive Board and NJPA committees or groups may take action without a meeting, such as a vote on meeting minutes via electronic mail, if that group’s membership consents in writing to action without a meeting prior or subsequent to the action. All electronic voting will be in accordance with the NJPA policy on electronic voting.

ARTICLE V-AFFILIATE GROUPS (8-11-17)

1. The Executive Board shall have the authority to accept psychological organizations as affiliates. Such groups will execute a standard “Affiliate Agreement” as approved by the Executive Board and kept on file in the Central Office of the Association. The membership list of the group shall be open to the Association. An affiliated psychological organization may cite its relationship with the Association on its letterhead. The affiliated psychological organization may utilize the Association's central office facilities upon the approval of the Executive Director.

ARTICLE VI-AMENDMENTS (8-11-17) (10-30-19)

1. The bylaws may be amended by electronic means via an electronic vote of the membership over a period of 14 days. Approval by a simple majority of those members voting is required for passage.

ARTICLE VII-EXECUTIVE BOARD (12-20-18) (10-30-19)

1. The officers of this organization shall be the President, the immediate Past-President, and President-Elect, each of whom shall serve for one year and the Secretary and Treasurer, each of whom serves for 3 years.

2. The Executive Board shall consist of voting members who have been elected by the full membership, along with the Early Career Psychologist (ECP) Committee Chair(s) or their designated representative, i.e., Past-Chair or Chair-Elect from the ECP Committee, and the NJPAGS Chair or their designated representative, i.e., Past-Chair or Chair-Elect from the New Jersey Psychological Association of Graduate Students (NJPAGS). The Executive Board shall consist of the officers, plus 6 members-at-large who each serve 3 year terms, and the APA council representative(s). The terms of office of two members-at-large shall expire each year. The Executive Board may also include of non-voting members as defined by the Board. However, such individuals shall not be counted in the quorum.

3. The Executive Director and Director of Professional Affairs shall be ex-officio members of the Executive Board.

4. All board members have a fiduciary responsibility to the association.

5. By vote of the Executive Board, non-voting members may serve on the board.
6. Executive Board meetings are open to observers as defined in the Policies and Procedures. The Executive Board will move to a closed session at the request of a member of the board, with the approval of a majority of voting board members present. In a closed session, only voting members, the executive director, and board invited resource guests may be present. The executive director will not attend closed sessions held for executive director performance reviews.

7. The chair of the NJPAGS or their designate representative, i.e., Past-Chair or Chair-Elect shall sit on the board as a voting member, along with the Early Career Psychologist (ECP) Committee Chair(s) or their designated representative, i.e., Past-Chair or Chair-Elect from the ECP Committee.

ARTICLE VIII - NOMINATION & ELECTION OF OFFICERS (8-11-17)

1. A slate of candidates for elective office shall be prepared by the Nominations and Leadership Development Committee following a call for nominations to the general membership. This slate shall be submitted for final approval to the Executive Board. Every effort will be made to secure two nominees for every office on the slate, and two nominees for each member-at-large position. In the event that the Nominations and Leadership Development Committee is unable to recruit two candidates for each open seat, one candidate and a write-in option will be presented to the membership on the ballot, for all positions except the affiliate member-at-large position. No name shall appear on the ballot for more than one office.

2. Of the six member-at-large positions, three shall be nominated by the Nominations and Leadership Development Committee, three shall be nominated by the affiliate caucus and all shall be elected by the general membership.

3. For the offices of President-Elect, Secretary and Treasurer a majority of votes cast shall be required for election. When, in cases where there are more than two candidates for an office and a majority is not attained on the first ballot, a second ballot shall be taken on the two highest ranking candidates. A tie vote shall be resolved by a vote of the Executive Board.

4. All NJPA elections shall follow the policies and procedures set forth by the Nominations and Leadership Development Committee that are approved by the Executive Board.

5. Election procedures for the representative(s) to the APA Council of Representatives shall be in accordance with APA election procedures.

ARTICLE IX - EXECUTIVE DIRECTOR

The Executive Director shall carry out all organizational procedures and coordinate the functions of all central office activities, committee affairs and executive board matters as delegated by the Executive Board.

ARTICLE X - COMMITTEES (11-28-17)

1. The Executive Board shall designate Committees of the Board, Ongoing Committees, Special Interest Groups, Resource Groups, and Task Forces as may be necessary for the needs and functioning of the Association. The mission of all such groups is to advise the board on matters
falling within each group’s scope of concern. All such groups and its members shall have a fiduciary duty to the association.

2. Committees of the Board serve to assist the functions of the Executive Board in its governance role.
3. Ongoing Committees serve to assist in the functioning of the organization and its members. They originate from needs identified by the Executive Board. All Ongoing Committee members shall be approved by the Executive Board.
4. Special Interest Groups serve to bring together members sharing a more specific focus or area of interest and to foster community. They serve as resources for NJPA’s board, members, and staff. Special Interest Groups shall be convened and its' members approved by the president.
5. Task Forces are time-limited and mission related groups to serve the Executive Board. Task Forces shall be convened, chairs appointed, and it's members approved by the president.
6. Resource Groups serve to bring together a group of members with particular expertise in a given area, who are available as an information resource to NJPA’s board, members, and staff. Resource Groups shall be convened, chair appointed and members approved by the president.
7. Committees of the Board shall be created and modified at the discretion of the Board and shall complete such tasks as directed by the Board. Appointments to Committees of the Board shall be made by the President. The Board shall retain and make available to Membership a current list and description of the Committees of the Board.
8. The NJPA president shall appoint the chairs of all committees except those who serve ex-officio or who are otherwise identified in these By-Laws.