

BYLAWS
THE AMERICAN ACADEMY OF COUPLES AND FAMILY PSYCHOLOGY
(Academy of Family Psychology)
July 11, 2023

ARTICLE I - PURPOSE

The purpose of this organization shall be to advance Couple and Family Psychology (CFP) as a psychological science, and also to promote and enhance couple and family welfare.

Specifically, it shall:

- a) Promote board certification in CFP among psychologists
- b) Encourage CFP board certification by covering the cost of the Practice Sample Review Phase of the exam (upon passing that phase as indicated by advancement to the Oral Exam Phase) for several applicants per year (contingent upon availability of funds)
- c) Enhance communications among its members;
- d) Provide continuing education programs;
- e) Disseminate information to the public about the specialty of Couple and Family Psychology;
- f) Support the functions of the American Board of Couple and Family Psychology (ABCFP) as an affiliated Board of the American Board of Professional Psychology (ABPP);
- g) Provide a voice for the specialty of Couple and Family Psychology within the profession of psychology; and
- h) Recommend and help to implement policy decisions within the specialty.

ARTICLE II - MEMBERSHIP

Section 1. Upon successful completion of the examination process, new Specialists will automatically become members of the Academy for the remainder of the year in which they are board certified. Following that initial membership, holders of Couple and Family board

certification shall maintain their Academy membership upon paying annual Academy dues. Academy membership is for a period of one year and will need to be renewed by January 1 of each year. No additional application shall be necessary.

Section 2. Academy members shall have all rights and privileges of membership including the right to vote and hold office.

Section 3. Membership in the Academy may be terminated by receipt of written notice of voluntary withdrawal, for non-payment of dues and other mandatory fees, or for cause. Other than non-payment of fees, cause for termination of membership shall include: conviction of a felony, revocation or suspension of the member's license to practice psychology, revocation of membership in the American Psychological Association for ethical violation, or revocation of membership from any other professional organization in a related discipline due to a violation of professional ethics.

ARTICLE III - DUES AND FINANCES

Section 1. The fiscal year of the Academy shall begin on January 1st.

Section 2. The annual dues shall be determined by the Board of Directors.

Section 3. Special assessments may be approved by majority vote of the Board of Directors.

Section 4. Dues are payable in advance of the first day of the membership year.

Section 5. Members who fail to pay their dues within thirty (30) days of their renewal date shall be notified by the Academy and, if payment is not made within the next thirty (30) days, may, without further notice or hearing, be dropped from the rolls and denied all rights and privileges of membership. The Board of Directors may extend the time for payment of dues and continuation of membership privileges for good cause.

ARTICLE IV - BOARD OF DIRECTORS

Section 1. The Academy is a volunteer organization, and officers shall receive no compensation for their services; they may, however, be reimbursed for expenses to the extent approved by the Board. The Board of Directors shall be the chief governing body of the Academy and shall have full power and authority over the affairs and funds of the Academy within the limitations set by the Articles of Incorporation and these Bylaws. Only Academy members shall serve on the Board of Directors.

Section 2. The Board of Directors shall consist of seven members. Four members will be officers of the Board, and there shall be three Members at Large. If at all possible, one of the Members at Large should be an early career psychologist.

Section 3. Terms of office of the Board of Directors shall be for a two year term. The President shall be elected to serve a term of two years. The Past-President shall serve a term of one year, following a two-year term as President. The Secretary and Treasurer shall be elected to serve terms of two years elected in alternating years. The President-Elect shall serve a term of one year.

Section 4. All votes require a majority of the quorum with a quorum defined as four of the seven Board members.

Section 5. Replacements or vacancies for any position on the Board of Directors may be filled by a majority vote of the Academy membership for nominees who have decided to run for the vacant position. In case only one Academy member expresses interest in running for a vacant position, the Academy Board may approve that member as a new officer, or may decide to hold elections with the possibility of write-in votes. In case no Academy member expresses interest in running for a vacant position, the Academy Board of Directors shall select whom they may deem appropriate to encourage to join the Board of Directors.

Section 6. The Board of Directors shall meet via conference call or in person at least quarterly, as set by the President of the Board. The approved minutes of the Board of Directors meetings shall be posted by electronic means to membership.

Section 7. All meetings shall be governed by the most current edition of Keesey's Rules of Order.

Section 8. Any member of the Academy may attend a Board of Directors meeting to present business to the Board; the Board may limit the amount of time that such business is presented to the Board. The Board also may have executive sessions.

Section 9. The Board shall establish standing committees as necessary to perform regular and necessary functions of the Academy. The President may establish task forces or designate consultants, as necessary, for special purposes. Task forces or consultants shall exist for one year unless reauthorized by the President. The Chair of each task force shall choose committee members and submit them to the Board for approval.

ARTICLE V - OFFICERS

Section 1. The officers of this Academy shall be the President, President-Elect or Past President, Secretary and Treasurer.

Section 2. The President shall be the principal officer of the Academy and shall preside at all meetings. The President will represent the Academy in order to best further its interests, and shall perform other duties as prescribed by the Board of Directors.

Section 3. The President Elect shall succeed the President at the conclusion of the latter's term of office. The President Elect or Past President shall preside in the absence of the President at all meetings of the Board of Directors. The (Past or Elect) President shall function as interim President if the President is incapacitated or, for any valid reason, is unable to function as President for a short period while in office.

Section 4. The President Elect or the Past President shall serve as Chairperson of an annual Nominating Committee. (It shall be understood that this person cannot run for office in the present election year so as to avoid any conflict of interest.)

Section 5. The Secretary shall be responsible for recording minutes of Academy meetings, and shall perform such other duties as prescribed by the Board of Directors.

Section 6. The Treasurer, in collaboration with the Board of Directors, shall preserve all funds of the Academy, shall deposit them in the name of the Academy in such financial institutions as directed by the Board of Directors, shall have authority to sign checks and drafts of the Academy for disbursement of funds as provided in procedures specified by the Board of Directors, shall monitor and record all money received and paid out, shall provide reports, shall supervise the preparation of budgets for approval by the Board of Directors, shall ensure that the federal 501(c)(3) tax return is filed in a timely manner, and shall perform such other duties as prescribed by the Board of Directors.

ARTICLE VI – MEETINGS

Section 1. General meetings of the Academy shall be held no less than once yearly at the annual convention of the American Psychological Association or convened by technological means.

Section 2. Special meetings may be called by majority vote of the Board of Directors.

Section 3. Extraordinary general meetings of the Academy must be called at the request of ten (10) percent of the Full Members of the Academy who have filed such request with the President in writing. Such extraordinary general meetings shall be for the purpose of bringing items of business before the membership and only those items of business can be considered at such a meeting. Fourteen (14) days notice must be given to members prior to such an extraordinary general meeting. If the item is approved, the item must be submitted to the entire voting membership.

Section 4. Upon petition of 10% of the Full Members in good standing, a request for a vote of the voting members of the Academy upon any matter (but not involving an amendment to the Bylaws) may be addressed to the Board of Directors, who shall present the matter covered by the petition, if it is consistent with the Articles of Incorporation and these Bylaws, to the voting

Members of the Academy for a vote. The Board of Directors shall take such action as may be necessary to implement the result of any such vote.

ARTICLE VII - ELECTIONS

Section 1. New members of the Board of Directors shall be elected directly by the majority of the Members who voted. Officers of the Academy (Secretary and Treasurer) may be appointed by the President from among current members of the Board of Directors.

Section 2. Any member in good standing may run for and hold office. Within ninety days before the end of the fiscal year, for each Board position whose term is lapsing, elections will be held. The President shall send an e-mail informing the Academy membership of the vacant positions. As stated before (Article IV, Section 5 above) in case only one Academy member expresses interest in running for a vacant position, the Academy Board may approve that member as a new officer, or may decide to hold elections with the possibility of write-in votes. In case no Academy member expresses interest in running for a vacant position, the Academy Board of Directors shall select whom they may deem appropriate to encourage to join the Board of Directors. In case there are two or more candidates for a vacant position, election ballots will be emailed to Academy members. The Board of Directors of the Academy will determine when the ballots should be returned (or votes electronically casted through email). The Secretary will count the votes, and inform the President of the outcomes. The President will notify the winners and losers, and then officially announce the results to the membership. Ballots will be saved for an inspection for forty-five days.

ARTICLE VIII - AMENDMENTS

These Bylaws may be amended, repealed or altered, in whole or in part, by a three-quarters vote of the Board of Directors (five of seven Directors), by the majority vote of the Members at the annual meeting, or by a majority vote of the Members who respond to an e-mail vote.

IX - INDEMNIFICATION

Section 1. No current or former officer, Board of Director, consultant, or employee of the Academy shall be personally liable to the Academy or its members for monetary damages for any conduct in that position; provided, however, that this section shall not eliminate or limit liability for acts or omissions that involve intentional misconduct or a knowing violation of law for any transaction from which the person will receive a benefit in money, property, or services to which they are not legally entitled.

Section 2. Each Board member, consultant, and employee shall be indemnified by the Academy against all expenses reasonably incurred by them in connection with an action, suit or proceeding to which they may be a party defendant or with which they may be threatened by reason of their being in the above position, or by reason of having acted pursuant to a resolution of the Board of Directors, but a Board member shall not be indemnified for any matter for which they are held liable for gross negligence or misconduct in the performance of their duties. The right of indemnification under this article shall not exclude any other right to which a Board member may be entitled nor restrict the Academy's right to indemnify or reimburse a Board member in a proper case even though not specifically provided.

Section 3. The Academy may maintain insurance, at its expense, to protect itself and any such officer, Board member, consultant, employee or agent of the Academy or another corporation, partnership, joint venture, trust or other enterprise against any such expense, liability or loss, whether or not the Academy would have the power to indemnify such person against such expense, liability or loss under the law.

XI - DISSOLUTION

The Academy shall use its funds only to accomplish the objectives and purposes specified in these Bylaws and no part of the funds shall be distributed to the members of the Academy other than for reimbursement of authorized expenses. On dissolution of the Academy, any funds remaining shall be distributed to one or more regularly organized professional societies or qualified charitable, educational, scientific or philanthropic organizations selected by the Board of Directors.