

Bylaws (updated to 2013)

DIVISION 48: PEACE PSYCHOLOGY  
AMERICAN PSYCHOLOGICAL ASSOCIATION

Article I. NAME AND PURPOSE

Section 1

The name of this organization shall be the Society for the Study of Peace, Conflict, and Violence, the Peace Psychology Division of the American Psychological Association.

Section 2

The purposes of this Society shall be:

- a) to encourage psychological research, education, and training on issues concerning peace, nonviolent conflict resolution, reconciliation, and the causes, consequences and prevention of war and other forms of destructive conflict;
- b) to provide an organization that fosters communication among researchers, teachers and practitioners who are working on these issues; and
- c) to apply the knowledge and the methods of psychology in the advancement of peace, nonviolent conflict resolution, reconciliation, and the prevention of war and other forms of destructive conflict.

Article II. MEMBERSHIP

Section 1

Individuals in each of the classes of membership that APA recognizes [Fellow, Member, Associate Members] are welcome to join the Division. Persons who meet the qualifications for APA even though they are not fellows, members, or associates of APA may apply to the Division as Members. Individuals not eligible for APA membership status are welcome to join the Society as Professional Affiliates or Students. Individuals become members of the Division after stating their interest in the Society goals stated in Article 1.2 and payment of the Society dues, with the exception of Fellow, to which one must be elected as per Article II.1.b.]

a) Members:

1. Charter members are the American Psychological Association members who signed the petition for the establishment of the Division and paid Division dues for the calendar year in which the Division was established.
2. For all others, application for membership shall be made to the Membership Committee on application forms specific to the Society.

b) Fellows:

Members nominated for Fellow status in the Society must

1. meet the minimum standards for Fellow status established under the APA Bylaws;
2. have been a Member of the Society for at least one year;
3. have made an outstanding contribution to Peace Psychology in research, teaching or practice;
4. be endorsed by three APA Fellows, including two Fellows within the Society.

## Section 2

Affiliates are not fellows, members, or associates of the APA and are ineligible for such membership status but are persons sufficiently interested in the work and aims of the Society and wish to affiliate with it. There are three classes of Affiliates:

a) Professional Affiliates:

These are persons who are not eligible for membership status within the American Psychological Association but who are from disciplines bearing on central interests of the Society.

b) Student Affiliates:

Student Affiliates shall be persons who have been accepted by the American Psychological Association as a Student Affiliate or who is otherwise eligible for membership. Student Affiliates shall receive the Society newsletter and will be encouraged to participate in the activities of the Society.

c) Household Affiliates

Household Affiliates shall be persons who reside at the same household as anyone who is already an established member or affiliate. They will pay only a small additional fee on the understanding that they are sharing the publications with the already established member or affiliate.

## Section 3

The minimum membership dues are set by the Council of Representatives and are paid to the Society by the Association from the Members' annual dues payments. Additional dues or assessments may be imposed by vote of the Society's Executive Committee. Affiliates may be charged Society dues as published on the Society's webpage.

## Section 4

On matters calling for action by the membership of the Society, with the exception of APA Council Representative elections, each Fellow, Member, and Affiliate shall have one vote. Only APA members who are eligible to vote in APA elections may vote in the Division 48 Council Representative election. Except when otherwise specified in these Bylaws, all decisions on matters calling for action by the membership of the Society shall be by majority vote of the voting members at the Annual Society Business Meeting or by mail or electronic ballot of such members. Voting by proxy shall not be allowed.

## Article III. OFFICERS

### Section 1

The officers of the Society shall consist of a President, a President-elect, Past-President, a Secretary, and a Treasurer.

### Section 2

The President shall be a Member of the Society who has served as President-elect in the immediately preceding year or who has been elected to fill the vacant office of the President-elect. The President shall preside at all meetings of the membership and meetings of the Executive Committee, shall carry out the duties that are ordinarily performed by a Society's chief executive, and shall be empowered to appoint representatives and committees whenever necessary.

### Section 3

The President-elect shall be a Member of the Society who is elected one year prior to taking office as President. The President-elect shall serve as the presiding officer of the Society in the absence of the President and shall perform such other duties as may be required by the President or the Executive Committee.

### Section 4

It shall be the duty of the Society Past-President to serve as a member of the Executive Committee, and to perform the duties of the Society President in the event of the absence or incapacity of both the latter and of the Society President-Elect. The President shall automatically become Past-President one year after assumption of office as President. The Society Past-President shall serve as Chair of the Nominations and Elections Committee.

### Section 5

If the President is unable to serve a full term, the President-elect shall serve as President during the remainder of the term of the President as well as the term for which he or she was elected. If neither the President nor the President-elect is able to serve, the Past-President shall serve as interim President. The offices of both the President and President-elect shall then appear on the next election ballot.

### Section 6

The Secretary shall be a Member of the Society. He or she shall keep all records of the Society, publish decisions of the Executive Committee, maintain these bylaws, supervise Society mailings, and maintain Society records. If the Secretary cannot complete the term of office, the President, with a majority approval of the Executive Committee, shall appoint another member of the Society to complete the remainder of the term.

### Section 7

The Treasurer shall be a member of the Society. The Treasurer shall collect dues, disburse funds, maintain a record of income and disbursements and will yearly prepare a tax report and financial reports. He or she will oversee Society investments and fund raising and will publish the Society's financial status and budgetary decisions made by the Executive Committee. If the Treasurer cannot complete the term of

office, the President, with a majority approval of the Executive Committee, shall appoint another member of the Society to complete the remainder of the term.

#### Section 8

The President, the President-elect, and the immediate Past-President shall each serve a term of one year, and the Secretary and Treasurer shall each serve a term of three years. Terms of all officers shall start on January 1 of the year following their election and end on December 31.

### Article IV. EXECUTIVE COMMITTEE

#### Section 1

The Executive Committee shall consist of the President, the President-elect, the Secretary, the Treasurer, the immediate Past-President, three Members-at-Large, the Chair of the Membership Committee, and the Division Representative(s) to the Council of Representatives of the American Psychological Association. The Society Historian/Archivist, the Editor of the Society's Journal, *Peace & Conflict: Journal of Peace Psychology*, the Editor of the Society's Newsletter, *The Peace Psychology Newsletter*, the Internet Editor, the Program Committee Chair, and the Director of Student and Early Career Membership are also exofficio members of the Executive Committee (without vote).

#### Section 2

Members-at-Large shall be elected for three-year terms. If a Member-at-Large is unable to serve a full term, the President, with the approval of the Executive Committee, shall appoint another Member of the Society to complete the unexpired term. Members-at-Large shall be elected on a staggered schedule so that at one time there is one member-at-large in the first year of the term, one in the second year of the term, and one in the third year of the term.

#### Section 3

A Historian/Archivist shall be elected to a three-year renewable term by the Executive Committee.

#### Section 4

An Editor of the Society's Journal, *Peace & Conflict: Journal of Peace Psychology*, shall be elected and contracted with by the actions of the Executive Committee. The Journal Editor may, with the approval of the Executive Committee, appoint an editorial staff. The Journal Editor shall also serve as a member of the Publications Committee and shall consult with that Committee on major policy matters. The term of office for the Journal Editor will be three years with the possibility of renewal for one or more additional terms

#### Section 5

The Editor of the Society's Newsletter, *The Peace Psychology Newsletter*, shall be elected by a majority of the existing Executive Committee. The Newsletter Editor may, with the approval of the Executive Committee, appoint an editorial staff. The Newsletter Editor shall also serve as a member of the Publications Committee and shall consult with that Committee on major policy matters. The term of office for the Newsletter Editor will be three years with the possibility of renewal for one or more additional terms.

## Section 6

The Internet Editor shall be elected by a majority of the existing Executive Committee. 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, with the approval of the Executive Committee, appoint an editorial staff and managers of specific Internet resources of the Society. The Internet Editor shall also serve as a member of the Publications Committee and shall consult with that Committee on major policy matters. The term of office for the Internet Editor will be three years with the possibility of renewal for one or more additional terms.

## Section 7

The Director of Society Programming shall be nominated and elected by a majority vote of the Executive Committee. It shall be the duty of the Director of Society Programming in consultation with the President and President-elect, to make arrangements for the Annual Convention program and annual meeting of the Society. The term of office for the Director of Society Programming will be three years with the possibility of renewal for one or more additional terms.

## Section 8

The Director of Student and Early Career Membership shall be nominated for a two-year term and elected by a majority vote of the Executive Committee.

## Section 9

It is the responsibility of each named position holder to ensure that the responsibilities of their office are carried out in a timely manner and that written reports are prepared for the convention annual meetings of the Executive Committee and of the Society (i.e., the Annual Business Meeting).

## Section 10

The Executive Committee shall meet annually in conjunction with the convention of the American Psychological Association. Other meetings of the Executive Committee may be called by the President or by a majority of the members of the Executive Committee. Official meetings of the Executive Committee require the participation of a majority of the members of the Executive Committee.

## Section 11

The Executive Committee shall serve as a deliberative body on all issues involving the governance of the Society and shall conduct the business of the Society between annual meetings. When major issues of policy arise, the Executive Committee shall make necessary decisions in the interim between annual meetings. These decisions, however, are subject to the approval of the membership either through mail or electronic ballot or at the annual business meeting. All Executive Committee decisions not stipulated otherwise are made by a majority of the Executive Committee.

## Section 12

Representative(s) to the American Psychological Association Council shall be nominated in accordance with the Association Bylaws. The Council Representative(s) shall serve a three-year term.

### Section 13

In the event of a tie vote in an election, the Executive Committee may either decide the outcome of the election or hold a runoff on a second ballot.

### Section 14

In cases where a member of the Executive Committee, other than the President, fails to perform the specified duties of that office as evaluated by the President, the President shall notify the member in writing stating the concerns and expectations for remedying the situation. If the Executive Committee member 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 member 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 Officers as defined in Article III, Section 1, excluding the President and the member in question. The Officers 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 Executive Committee member in question, shall be required for removal from office.

### Section 15

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 Executive Committee 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 Officers, as defined in Article III, Section 1, excluding the President and the member who made the initial charge, to review and make a recommendation to the Executive Committee. The Executive Committee, excluding the President and the Executive Committee member who made the initial charge, shall vote on this recommendation.

## Article V. COMMITTEES

### Section 1

The Committees of the Society shall consist of the standing committees established by these Bylaws and special committees established by the Executive Committee or the President. In accord with Article V, Section 7, of the Bylaws of the American Psychological Association, all committees shall be subject to review by the Association's Board of Directors.

### Section 2

Membership Committee. There shall be a membership committee. Its Chair shall be elected for a three-year term by the members of the Society. Other members of this committee shall be appointed as needed by the President in Consultation with the Membership Committee Chair. The Committee shall publicize the Society so as to attract new members, take actions to retain members, and attend to membership satisfaction.

### Section 3

Program Committee. The Program Committee shall consist of the Chairperson, the immediate past Chair of the Program Committee, and the nominated Program Chair for the President-elect. The President-elect shall nominate a person to be Chair of the program committee for the year when the President-elect becomes President; this nomination to be approved by a majority of the Executive Committee. The nominated/appointed person will serve on the Program Committee for three years. The theme proposal is to be made by the President-Elect and to be voted on by the Executive Committee. The Committee shall be responsible for planning and organizing the Convention Program of the Society. These proposals and votes shall be in time for submission to the APA according to Convention programming deadlines.

### Section 4

Fellows Committee. The Committee on Fellows shall consist of a minimum of three Fellows of the Society appointed by the President. This Committee shall receive all nominations for Fellowship, collect and examine such supporting materials as are necessary, and recommend nominees for Fellow status in the Society, in accord with the Bylaws of the Society and of the American Psychological Association.

### Section 5

Election and Appointments Committee. The Election Committee shall consist of the Past President as Chairperson and at least one other member nominated by the past President and appointed by the President. The Elections and Appointments Committee shall issue a call for nominations for the office of President-Elect, for the offices of Secretary, Treasurer, Member-at-Large, and Membership Chair 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. Nominations will be solicited from the membership at large and members may also self-nominate. The Election and Appointments Committee shall ascertain whether the nominees are qualified and willing to serve if elected and shall consider the results of this nomination procedure for advisory purposes in setting up a slate of candidates for the final selection. It will propose an election slate with at least two persons for each office for which election is being held, taking care to assure broad representation in the administration of the Society. The list of nominees may be reported to the American Psychological Association Central Office for inclusion in the election ballot issued by the Association at a date specified by the Association or the Society may choose to conduct its own election mailing. The Elections and Appointments Committee will consult with the Society's APA Council Representative(s) on all recommended appointments to APA Boards, Committees, and Task Forces.

### Section 6

Publications Committee. The Publications Committee shall consist of no less than five members, which shall include: 1. at least two members appointed by the President of the Society and, 2. the Editor of the Society's Journal, the Editor of the Society's newsletter, and the Internet Editor as ex-officio members (without vote).

The Publications Committee shall be responsible for the general oversight of Society publications and recommendations to the Executive Committee of editors for regular and additional Society publications.

## Article VI. ACTIVITIES

### Section 1

The annual meeting of the Society shall take place during the annual convention of the Association, and in the same locality, for the transaction of business, the presentation of scientific papers, and the discussion of professional matters in the field of the Society's interest. The Society shall coordinate its programs with and participate in the program of the Association.

### Section 2

The Society may issue a newsletter for purposes of coordinating and disseminating news or for other purposes. The President with the approval of the Executive committee shall appoint an Editor of the newsletter for a three-year renewable term.

### Section 3

The Society may publish a journal with content primarily scholarly in nature and reflecting Society goals. The President with the approval of the Executive Committee shall appoint an Editor of the journal for a three-year renewable term.

## Article VII. AMENDMENTS

### Section 1

The Society at any Annual Business Meeting by a vote of two-thirds of the members present, or by a majority vote of the members of the Society voting by a mail or electronic ballot, may adopt such amendments to these Bylaws as have been presented and read at the preceding Annual Business Meeting, or (b) mailed or electronically-mailed to the last known address of each member or (c) published in the Newsletter of the Society 60 days prior to the final vote on the proposed amendments.

### Section 2

Amendments to the Bylaws may be proposed by the Executive Committee or by a written petition signed by not less than 15% of the Society's membership.

### Section 3

Approved amendments become effective when the Secretary's tallies are verified by the Executive Committee.

### Section 4

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.