

BYLAWS

Revised 2017

Society for the Study of Peace, Conflict, and Violence

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

- A. 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.
- B. The President-elect shall be responsible for the general oversight of all ad hoc committees and groups.

- C. By July 1 of each year the President-elect will receive the reports of all ad hoc committees and groups required in Article VIII, Section 2B. The President-elect shall compile the work of the ad hoc committees and groups for presentation to the Executive Committee by August 1.

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 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 ex-officio members of the Executive Committee (without vote).

Section 2

- A. 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.
- B. The Member-at-Large who is serving the second year of his/her term of office will serve as Chair of the Strategic Planning Committee of the Society.

Section 3

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 4

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 5

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 6

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 7

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

Section 8

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 9

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 10

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 11

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 12

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 13

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 14

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.

Section 4

The Society may develop and endorse public policy recommendations concerning peace, conflict, and violence. Such endorsements may be forwarded to the American Psychological Association for consideration as APA public policy endorsements and APA public advocacy actions. Society publications may also include public policy recommendations, but in such cases should not imply Society endorsement unless the recommendations have been endorsed by majority vote of the Executive Committee following the process described in parts A-C which follow.

- A. Members may initiate the process of developing public policy recommendations by submitting a written proposal for such recommendations with supporting materials to the society President. Such materials should describe psychological theory and evidence relevant to the issue for which the recommendations will apply.
- B. Upon receiving a proposal with supporting materials for developing public

policy recommendations, the president will present the proposal and materials to the Executive Committee for consideration. If the Executive Committee decides by majority vote to go forward with the process of developing public policy recommendations regarding the issue in question, the President will appoint a committee with at least three qualified members to develop public policy recommendations regarding the issue. The original written proposal and supporting materials will be placed on the division website so that all members may have the opportunity to review the proposal and to submit comments for consideration by the committee. The division announce listserv will be used to announce that the proposal and supporting materials are posted to the website.

- C. The committee will develop public policy recommendations and write a position paper describing how psychological theory and evidence support the recommendations. The recommendations and position paper will be forwarded to the Executive Committee for a decision by majority on two questions — (1) whether to endorse the recommendations and (2) whether to submit the paper and recommendations to the American Psychological Association for consideration for APA endorsement and advocacy actions.

Article VII. AMENDMENTS

Section 1

The Society by a majority vote of the members of the Society voting by electronic ballot, may adopt such amendments to these Bylaws as have been electronically mailed to the last known address of each member and published in the Newsletter and the website 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 period of six months 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. Such alteration or suspension of the Bylaws may be in force for no longer than six months with the possibility of renewal one time if the change is being submitted as an amendment to these Bylaws.

Article VIII – AD HOC COMMITTEES AND GROUPS

Section 1 — Ad hoc committees and groups

- A. In addition to the Committees specifically provided for in these Bylaws, the President or the Executive Committee may establish such committees, working groups, task forces, special projects, liaisons, or representatives as are necessary to accomplish the work of the Society.
- B. The Executive Committee or the President, subject to the approval of the Executive Committee at its next regular meeting, may establish committees, task forces, and/or special projects and shall charge the committee/task force/special project with a specific task to accomplish, establish a term of 1 to 3 years to complete the task, and appoint a membership with a designated Chair. Committees/task forces/special projects will disband when their task is accomplished or when their term has expired whichever comes first. Committees/task forces/special projects are subject to the membership, reporting, and sunset provisions of Section 2.
- C. The Executive Committee may establish working groups to accomplish the ongoing work of the Society. Members of the Society may propose working groups for the approval of the Executive Committee. Members of a working group may be designated by the Executive Committee or may be members of the Society who have volunteered for the work of the working group. Prior to approval by the Executive Committee, the working group must have a formal written vision, purpose, or mission consistent with the purposes of the Society stated in Article I Section 1. Working groups must continuously maintain a membership of six or more Society members, fellows, professional affiliates, or student affiliates. The Executive Committee may increase the number of members required in a working group. Working groups may be established for a term of 1 to 3 years. Working groups are subject to the membership, reporting, and sunset provisions of Section 2.
- D. Liaisons and representatives to other organizations, events, or activities may be appointed by the President subject to the approval of the Executive

Committee at its next regular meeting. Liaisons and representatives will serve terms of one year and may be reappointed. Liaisons and representatives are subject to the membership, reporting, and sunset provisions of Section 2.

- E. A Committee on the History and Archives of the Society shall be established. The Chair of the Committee shall be the Historian and Archivist of the Society. The Committee will recommend to the Executive Committee policies regarding the uses and disposition of the archives of the Society. The committee and its chair shall be subject to the membership, reporting, and sunset provisions of Section 2.

Section 2 — Membership, reporting, and sunset of committees, task forces, working groups, special projects, liaisons and representatives

A. Membership —

1. Except for working groups, all committees, task forces, and special projects may have the number of members appropriate to the task with which they are charged. Working groups must maintain a membership of six or more members.
2. Before any members are appointed to any ad hoc group the Membership Chair must be consulted for the names of Society members who might be appropriate members of the group.
3. The Membership Chair and the Internet Editor jointly shall maintain an easily accessible page on the Society's website that lists and describes the currently open opportunities for service in the Society and how a member might volunteer for the opportunity. With the exception of committees and task forces newly created by the President or the Executive Committee, all openings in committees, task forces, working groups, special projects, liaisons, and representatives shall be advertised via the APA Division 48 ANNOUNCE listserv and the website a minimum of 30 days before they are filled.

B. Reporting —

1. By July 1 of each year all committees, working groups, special projects, task forces, liaisons, and representatives shall submit a report of its activities and membership for the previous year. The report must contain a list of the members of the group, a narrative description of the activities of the group, and copies of reports, publications, presentations, media, updated content in the Society's website, articles in the Society's newsletter, and any other work product of the group.
2. The report shall be submitted to the President-elect. The report shall

include any proposals that need to be considered for action by the Executive Committee. The President-elect shall compile the work of the ad hoc committees and groups for presentation to the Executive Committee by August 1. The President-elect shall be responsible for the general oversight of all ad hoc committees and groups.

3. Sunset — All ad hoc groups will disband on the completion of their task, the completion of their term, or in three calendar years from their establishment, whichever comes first. Ad hoc groups which fail to meet membership and reporting requirements or which fail to show by their reports that they are meeting their assigned tasks will be disbanded by the Executive Committee at the next meeting following the August meeting at the APA National Convention.

Article IX – STRATEGIC PLAN

Section 1

To promote the continuity and effectiveness of the Society the Executive Committee shall every year revise and present for discussion the strategic plan of the Society at the general membership meeting of the Society. The plan will describe the priorities and proposed activities of the Society for at least a three-year period beginning the following January.

Section 2

The strategic plan will be drafted by the Strategic Plan Committee. The committee shall consist of seven members — the President-elect, the Treasurer, and one other member of the Executive Committee (either elected or ex officio), the committee chair, and three members, fellows, affiliate members and/or affiliate student members of the Society appointed by the President with the approval of the Executive Committee. The President must consult with the Membership Chair for the names of Society members who might be appropriate members of the committee. The Chair of the Strategic Planning Committee will be the Member-at-Large who is serving the second year of their terms of office.

Section 3

Each year at the general membership meeting the strategic planning committee will report on the status and accomplishments of items in the plan for the previous year. The strategic planning committee status report shall be published in the Society's website and newsletter.