

**Business Meeting Agenda**  
**Society for the Teaching of Psychology**  
**October 21, 2016**  
**10:00 am**  
**Decatur, GA -- ACT**

**I. Welcome and call to order**

**II. Reports**

All reports are available in the Members Only area of the STP website.

- a. Executive Director (Ted Bosack)**
- b. Secretary (Tom Pusateri)**
- c. Treasurer (David Kreiner)**
- d. Vice President for Diversity and International Relations (Susan Nolan)**
- e. Vice President for Membership (Meera Komarraju)**
- f. Vice President for Programming (Aaron Richmond)**
- g. Vice President for Recognition and Awards (Amy Fineburg)**
- h. Vice President for Resources (Sue Frantz)**

**III. Reading of Bylaws**

**IV. Acknowledgment of Service**

**V. Presidential Citation**

**VI. Passing of the gavel**

Passing of the gavel to President-Elect Keith, whose term begins on January 1, 2017.

**VII. Announcement of 2017 Executive Committee and Business Meeting sites**

**VIII. President-Elect Ken Keith's plans for 2017**

**IX. Adjourn**

**BYLAWS OF THE  
SOCIETY FOR THE TEACHING OF PSYCHOLOGY**  
Amended December 16, 2014

**ARTICLE III—ELECTED OFFICERS AND EXECUTIVE COMMITTEE**

5. The term of office for Past President shall be one year starting on January 1 in the year immediately following that individual's term as President and ending on December 31. The Past President shall serve as a member of the Elections and Appointments Committee and shall write the annual report of the Society's activities during his or her Presidential year to be submitted to APA. ~~Upon completion of this term of office, the Past President shall serve a one-year term as Chair of the Elections and Appointments Committee.~~ The Past President shall not simultaneously hold any other elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. Past Presidents of the Society shall be prohibited from future candidacy for any office whose incumbent is a voting member of the Executive Committee, but they may be considered for future candidacy for any other elected office or appointed position in the Society. The Past President is also in charge of conducting removal-from-office proceedings; see Article III, Section 11.
  
10. Should an elected officer, other than the President or President-Elect, leave office for any reason, the Executive Committee shall ~~by majority vote~~ to elect a successor to complete the remainder of the unexpired term. Should a candidate receiving the most votes decline to serve after the balloting but before the outcome of the election has been announced, the Elections and Appointments Committee shall declare elected the candidate receiving the next largest number of votes for that office. Should the President leave office for any reason, the President-Elect shall complete the current President's term. Should the President-Elect leave office for any reason, the candidate receiving the next largest number of votes in the election for that office shall complete the President-Elect's term.

**ARTICLE IV—EDITORS AND DIRECTORS**

4. The Executive Committee shall appoint an Executive Director of the Society for a term of five years. The Executive Director shall be eligible for ~~continuing~~ reappointment ~~for an additional five years~~ upon ~~the review and~~ recommendation of the Elections and Appointments Committee and the approval of the Executive Committee. In order to provide a smooth transition, the search for a new Director should be started a year prior to the current Executive Director's term ending date or immediately upon either the resignation or departure from office for any reason of a sitting Executive Director. The search will be conducted by the Elections and Appointments Committee and include the current President-Elect, Secretary, and Treasurer as ad hoc members. Once selected, the Director-Elect should begin working with the current Director. It shall be the duty of the Executive Director to manage and coordinate membership records, renewals, and inquiries; coordinate the development and printing of selected Society publications and communications; maintain current and archive relevant Society records; provide support for Society officers; serve as the Society's liaison to APA, APS, and other teaching organizations as directed by the Executive Committee; and serve as a nonvoting member of the Executive Committee and the Membership Committee. The Executive Director may appoint clerical staff. The Executive Director reports directly to the Society President and shall provide the Executive Committee with an annual report and budget for review and approval. A new Executive Director will assume the position on January 1.

**ARTICLE V—STANDING COMMITTEES AND APPOINTED TASK FORCES**

1. Committees of the Society shall consist of Standing Committees provided by these bylaws, Task Forces recommended by the President and established by vote of the members of the Executive Committee, and Ad Hoc Committees that are appointed by the President or any Vice President. An individual may not serve concurrently as a Chair of more than one

Standing Committee nor in any other elected office or appointed position. The Chair of the Elections and Appointments Committee will assume the position on ~~September 1~~ August 15 during of that person's term as Past President. New Chairs of other standing committees will assume the position on January 1 following their appointment.

5. The Elections and Appointments Committee shall consist of the President, Past-President, and the past, Past-President, ~~who will serve as the chair. The President shall serve a three-year term on the Committee starting August 15 of the Presidential year and shall serve one year as Chair of the Committee beginning August 15 of that officer's term as Past President.~~ It shall be the duty of this Committee to conduct and supervise the elections of the Society as provided in Article VII of these bylaws and to make recommendations for appointments of Society representatives as requested by other organizations. The Committee will consult with the Society's Council Representative(s) on all recommended appointments to APA Boards, Committees, and Task Forces. The Chair of the Elections and Appointments Committee shall provide the Executive Committee an annual report and a budget for review and approval.
  
6. The Committee on Teaching Awards shall consist of a Chair and Associate Chair appointed for three-year terms by the Vice President for Recognition & Awards with the approval of the Executive Committee. Members of review subcommittees shall be appointed annually by the Chair. Subcommittee members will normally be previous award winners. The Committee shall determine the recipients of the Society's annual Excellence in Teaching Awards. Further, the Committee, in conjunction with the Vice President for Recognition and Awards, shall be responsible for formal presentation of these awards at the annual meeting. Ordinarily, the Associate Chair of the Committee shall succeed the Chair. The Chair of the Committee on Teaching Awards shall submit an annual report to the Vice President for Recognition and Awards and a budget to the Executive Committee for review and approval.

#### **ARTICLE X—FUND FOR EXCELLENCE**

1. There shall be a Board to administer the Fund.
  - a. The Board shall consist of ~~six-four~~ persons, at least ~~four-three~~ of ~~which-whom~~ are Members of the Society, appointed by the Society's Executive Committee. ~~The-In addition, the~~ Society's Treasurer shall be an ex officio, nonvoting member of the Board.
  - b. Each Board member shall serve a term of ~~six-four~~ years. Terms shall be staggered so that ~~two-one~~ new ~~members-are-member is~~ appointed every ~~other~~-year. Ordinarily, a member shall serve no more than two consecutive terms.
  - c. The duties of the Board shall be to raise money for the Fund, to direct the investment of the funds after seeking professional advice, and to review the investment portfolio annually. The Board may make recommendations to the Executive Committee concerning the size of the teaching awards and other issues concerning the fund to promote excellence in teaching.
  - d. The Treasurer of the Society shall serve as Treasurer of the Fund. It shall be the duty of the Treasurer to review and approve the monthly deposits and expenses and the annual report of the Fund.