

Restructuring Task Force Report
Approved by Executive Committee
7/4/2008

Task Force Members:

Dave Johnson, Chair of Task Force
Ted Bosack, Executive Director
Bill Hill, Director of Programming
Mary Kite, Past President
Maureen McCarthy, President
Tom Pusateri, Past ED
Elizabeth Swenson, Member at Large
*Linda Noble (Co-Chair for first draft)

Introduction

The Society has grown exponentially since its inception and as such, growth and changes in the Society infrastructure have not been systematically evaluated. Consequently, under the leadership of President Bill Buskist (2007) a task force was constructed to examine structure and function of the Society. The charge of the Restructuring Task Force was to examine the current infrastructure of the Society, determine its suitability for sustaining the current growth of its programs, and develop a set of recommendations for improving the organizational structure and functioning of the Society.

The restructuring task force initially met in the spring of 2007 and developed a framework for a proposed governance structure that would result in more efficient functioning. This preliminary report was distributed via the TOPEC listserv for discussion in the spring of 2007. Further discussion was guided by Dr. Buskist during the 2007 annual APA convention held in San Francisco. In San Francisco, the STP Executive Committee (EC) voted to accept, in principle, the proposed restructuring plan submitted by the Restructuring Task Force and requested that details of the plan be further refined. The report was vetted and suggestions for the revised report were compiled. The Restructuring Task Force met a second time on the campus of Kennesaw State University on November 16-17, 2007 to consider the recommendations of the EC, to refine the proposal, and to develop the rationale for the proposed reorganization.

Our deliberations were guided by STP's mission:

The Society for the Teaching of Psychology advances understanding of the discipline by promoting excellence in teaching and learning of psychology. The Society resources and services, access to a collaborative community, and opportunities for professional development. The Society also strives to advance the scholarship of teaching and learning, advocate for the needs of teachers of psychology, foster partnerships across academic settings, and increase recognition of the value of teaching profession.

Using the mission, we were able to clearly identify five functional areas requiring specific oversight in order to accomplish the goals of the organization. Broadly speaking, it is essential that we accomplish our mission through efficient and effective means. The Restructuring Task Force identified several reasons why the current structure of the organization hinders efficacy of the organization. In this document, we identify issues that are problematic in allowing us to achieve our mission and we make specific recommendations for changes to the governance structure. For each of our recommendations we provide corresponding rationale for changes. Key among the issues most pressing issues facing the Society are:

- A flat, sprawling governance structure that continues to grow unchecked.
- Fiscal inefficiencies related to the flat structure.

- Oversight responsibilities assigned to individuals with other time consuming and important responsibilities.

Proposed changes contained in this document represent considerable deviation from STP's current governance structure, yet we believe that the changes will advance the mission of STP in a much more effective way. Further, we believe that the new structure will retain the commitment of the Society to nurture the teachers of psychology at all levels.

History

The recommendations of the task force are predicated on a comprehensive understanding of the issues that brought us to this juncture. Below we outline the current structure and the accompanying inefficiencies associated with the structure along with fiscal issues that were influential in our deliberations.

Current Governance Structure

During the course of our discussion, it became clear that STP's growth, particularly over the past 15 years, yielded mixed outcomes. The Society began with modest resources and over the course of our history STP became a much "richer" organization. These results were achieved through the collective efforts of our members. Lucrative contracts were negotiated with our journal publisher and these resources swelled the organization's coffers to levels that seasoned veterans of STP never dreamed possible. At least two things resulted from this financial "windfall." First, it allowed for the development of new programs (e.g., conferences) to support the mission of the organization. Second, we added resources (e.g., OTRP, e-books) to advance the teaching and learning of psychology. As we added programs and resources it was not always clear that these positive changes were strategically planned. As a result, the organizational structure evolved into a flat, sprawling entity, without oversight or a sense of coherence.

Unwieldy Structure

Along with the addition of programs and resources we added positions to the Executive Committee (EC). The intent behind adding these positions was laudable – we wanted to increase opportunities for involvement and leadership in the Society. Yet, adding more positions to the EC only increased the sense of diffused responsibility. These changes added complexity to the Society and this increased the difficulty of following the business of the society. For example, managing important discussion through the listserv is essential to the functioning of the Society and recent years (i.e., 2006 and 2007) online voting yielded several occasions in which a quorum was not achieved. Whether this is due to diffusion of responsibility or the sheer number of votes it appears that the current structure fails to engage the entire EC.

Organizational sprawl also made it difficult to conduct "business as usual" in our annual Executive Committee meetings at APA. EC meetings, at best, have become sessions during which a host of issues/proposals are presented, with little time for substantive

discussion. The ever-expanding size of the EC has only exacerbated the difficulty in effectively managing the business of the organization, even when EC meetings were extended from two hours to four hours we have been met with only limited success in completing the agenda. Due to the large deliberating body, strategic planning or careful deliberative consideration of issues has long been nonexistent.

Financial Inefficiencies

A cursory glance at the Society's financial statements seems to suggest that we are financially robust. Although this is partially true, we believe that under current practices, the structure of the organization may threaten the financial security of STP in the near future if some changes are not made.

One concern involves the practice of approving large budget deficits. For the past five years, STP approved budgets with deficits (see Table 1 in Appendix B). The 2008 budget contains the largest of these deficits by far (approximately \$70,000) and we have approved several additional substantial expenditures since the initial 2008 budget was approved.

If we examine the "bottom line" it appears as though we have not "lost" anything because of these projected deficits. In fact, it appears as if we gained quite a bit of capital (c.f., deficit/surplus column). However, our current accounting strategy tends to obscure annual expenditures. The current "bottom line" or assets for the entire organization includes all sources of income. For example, increases in assets in the Fund For Excellence (FFE) are currently treated as income and it appears as though they can be used to offset expenses. FFE funds cannot be considered the same as other components of the STP budget because the funds are restricted and cannot be used for normal operational expenses. Thus, our current financial health should be projected only on the basis of unrestricted funds. Further, fixed assets should be considered separately from liquid assets. The organization does not possess the reported level of unencumbered income currently reflected in the budget.

As the Restructuring Task Force members deliberated fiscal issues it became apparent that we need to consider new practices regarding the reporting of STP assets. The current accounting system, which has been in place for some time, makes it difficult to distinguish between funds that can be used for normal operational spending and funds that are restricted for other purposes. Specific recommendations in this regard can be found in the recommendations section of this report.

Current budget projections are perhaps the most relevant issues related to the cost of maintaining the current structure. Our costs for the current EC structure far exceed that of our sister Divisions. Based on data from a survey in 2003 and a follow up last year by Maureen McCarthy, the number of divisions that fund their EC members for travel to the annual meeting of APA at the current level is quite small. Our current funding level (\$1,000 per member) was originally proposed as a one-time-only expense for the Hawaii convention. After considerable discussion, this budgeted expense was retained for

subsequent meetings. As a result we effectively doubled the APA travel budget for all years subsequent to the 2003 meeting.

In addition to increasing the travel stipend for each member of the EC, we have added positions to the EC which are funded for travel. Under our current system we routinely vote for initiatives that have budget implications and this piecemeal approach prevents us from considering the budget as a whole. As STP continues to move forward in its development of benefits for its membership, it is important for the organization to be good stewards of the members' funds and carefully consider how much of our members' dues are directly contributing to membership benefits. If we consider the cost benefit ratio for the average member, we might examine how much of their dues are funding a select group of individuals to travel to the APA meeting. For example, revenue from 2008 dues is budgeted at \$61K and expenditures for the Executive Committee travel to the annual convention are budgeted at \$22K. Roughly one third of our dues income provides a select group of individuals with benefits that are not afforded to the average member.

Interim Solution

As the EC continued to grow, the leadership of STP recognized the increasing difficulty of managing strategic planning by creating the Long Range Planning Committee (LRPC) in 1995. The LRPC presumably allowed a smaller group of people to engage in brainstorming and strategic planning. The LRPC originally met annually only during the winter and engaged in brainstorming and strategic planning. Results of these discussions yielded a series of proposals/recommendations for the EC to consider. In other words, a separate planning group offered proposals/recommendations that were considered by the EC via our TOPEC Internet discussion list. The strategic planning produced by the LRPC was often delayed until the annual EC meeting held at APA. Although this approach seemed to work for a while, it only functioned as a stop-gap measure.

Eventually, because the EC found it impossible within the context of limited annual meeting time (4 hours) to manage detailed reviews of committee and task force reports from an ever expanding number of both, the LRPC increasingly took on the role of soliciting and reviewing reports and recommendations for new projects and/or future directions for the organization from committees and task forces.

Members of the LRPC often expressed concern that they spent less and less time on actual strategic planning and more time on administrative minutiae. Eventually, the LRPC met at APA **in addition** to their winter meeting. Both the EC and the LRPC seemed to have difficulty carrying out strategic planning and routine administrative activities in ever-expanding time frames. Further, it appeared that the LRPC actually evolved into the unofficial EC or at least a co-EC.

New Structure

Many organizations maintain an EC structure which includes a smaller number of individuals who are tasked with remaining abreast of all areas of the organization. For example, the APA Board of Directors must be informed and involved in all areas of the organization and the Board members are intimately involved in the decision making process. This Board of Directors model is consistent with the practices of a large number of divisions (Survey from Division Services, 2007). For example, of the 22 divisions reporting (excluding STP), the average size of the EC is 9 members. The average size of division ECs is even smaller if larger Divisions are removed from consideration. Similarly, eighty-two percent of the divisions maintain an EC that is smaller than the STP EC. Our proposal reduces the size of the EC from the current 20 members to the 9 members.

We are recommending a smaller EC that is consistent with that of our sister organizations. Patterning our structure after the models used by other divisions only makes sense if we have a strong rationale for doing so. We believe that our rationale is sound and, in particular, our proposed structure will reduce the likelihood that important issues will “fall through the cracks” due to diffused responsibility. We also believe that many of our current leadership positions (e.g., *ToP* Editor, Internet Editor) require a great deal of responsibility and that asking **all** members of the EC to attend to **all** issues might not be necessary and is, frankly, unwieldy.

Restructuring Proposal

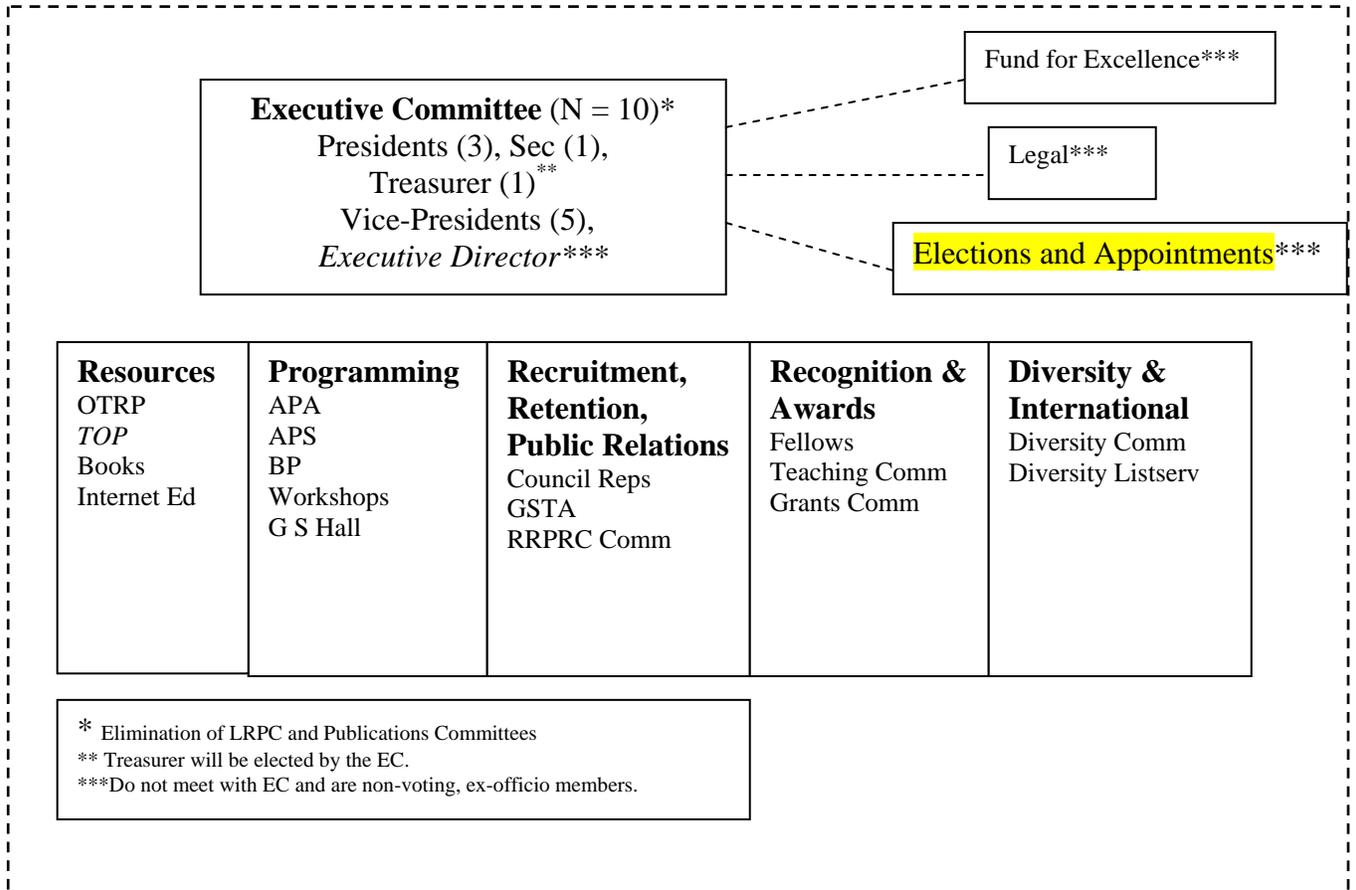
After much deliberation and consideration the task force settled on retention of many components of the initial proposal that was approved in principle by the EC at the 2007 Executive Committee Meeting. Five functional areas, with slight modifications, were retained and a comparison of the two models is presented below:

Functional Areas Initial Proposal	Revised Functional Areas
<ul style="list-style-type: none"> • Resources for Teachers • Programming • Communication • Recognition & Awards • Outreach 	<ul style="list-style-type: none"> • Teaching Resources • Programming • Recruitment, Retention, & Public Relations • Recognition & Awards • Diversity & International Issues

As outlined above, these five functional areas flow from the mission of the Society. The purpose of reorganizing STP into these areas is to place the functions into a more concise framework and to reduce the flat structure that only serves to contribute to confusion and diffusion of responsibility. Each of these five areas will have representation on the Executive Committee.

Although the five functional areas offer a conceptual framework for managing the functions of the Society, we were left with the task of translating the functions into a manageable organizational structure. The Functional Organizational Chart (below) provides an operational method for achieving the necessary activities of the Society. As illustrated below, we are proposing that the EC be comprised of a total 10 members. Five of the members will supply representation for each of the functional areas.

Functional Organization Chart*



The Executive Committee

Based on this structure, the Executive Committee will be composed of the President-Elect, President, Past-President, Secretary, Treasurer and the five Vice-Presidents who represent the functional areas. The Executive Director also serves on the EC as a non-voting member.

The Vice-Presidents will represent the interests of the programs or committees contained within their functional areas. Vice-Presidents will be elected by the membership of STP for a three-year term and would be eligible to serve up to two terms. It is important to note that we are proposing a limit of two terms in an effort to increase opportunities for involvement in the Society. In addition, Vice-Presidents may not be STP Past-Presidents. The Vice-Presidents serve as members of the EC and we are recommending retaining the currently existing positions and that they will link to the EC via the Vice-President.

Teaching Resources

We structured all society resources into one functional area because unifying all of the Society resources into one functional area provides an easily accessible framework for organizing current activities designed to meet this aspect of our mission. It also allow for expansion of new resources and an organizational home for new activities in this area. Current positions are organized into the organization chart below. The OTRP Director, *ToP* Editor, and Internet Editor will be the individuals communicating with the Vice-President for Teaching Resources.

OTRP (OTRP Director)

- Teaching Resources (OTRP Director)
 - IRA Chair (*Sends informational report to Grants Committee Chair*)
- Mentoring Service (Assistant Director)
- Project Syllabus (Associate Director)
- Department Consulting Service (Assistant Director)

ToP (Editor)

- Associate Editors ($N = 2$)
- Editor for Methods and Techniques
- Editor for Teaching and Technology
- Editor for Generalist Corner
- News Editor

STP Website (Internet Editor)

- Reports (i.e., Technology Report)
- Membership Directory
- Listservs (Associate Internet Editor)
 - Diversity Listserv
 - PsychTeach
 - TOPNews online
 - GSTA Listserv
 - Short-term Listservs as needed
- E-Books (Editor)

Programming

In many respects the programming arm of the Society already functions as a separate entity. The proposed reorganization merely codifies existing practice and provides clarity for current practice. Current positions are organized into the organization chart below. The Director of Programming and Associate Directors of Programming communicate with the Vice-President for Programming.

Best Practice Conference Series and Online Workshops (Director of Programming)

- APA Programming (Associate Director, appointed by Director of Programming)
 - Division 2 Programming
 - G. Stanley Hall Programming (Chair and committee appointed by Associate Director of APA Programming)
 - Hospitality Suite
- APS Programming (Associate Director, appointed by Director of Programming)
 - APS/STP Teaching Institute
 - APS Convention Programming
- Collaborative Teaching Related Programming (Chair appointed by Director of Programming)
- Regional Psychology Meetings and Conferences (Chair appointed by Director of Programming)
- NITOP (Chair, Appointed by Director of Programming)
- SPSP Programming (Chair, Appointed by Director of Programming)

Recruitment Retention and Public Relations

We believe that each of the activities listed below serves recruitment, retention and public relations function. By organizing these tasks into a single functional area, we increase efficiency and link positions with a similar goal. Current positions are organized into the organization chart below. The Council Representatives, Liaisons, Chair of RRPRC, and GSTA Chair communicate with the Vice-President for Recruitment Retention and Public Relations.

APA Governance (Council Representatives, Elected by Membership)

Public Relations Efforts (Chair RRPRC, appointed by President)

- Recruitment
- Retention (Membership Survey)

Graduate Student Teaching Association (Chair of GSTA, appointed by President)

Liaisons to other Organizations (Appointed annual by President)

Recognition and Awards

The Society provides significant awards for recognition of outstanding teaching. As such, the Society advances the teaching and learning of psychology through our recognition efforts. We are proposing a functional unit that will unify these efforts. Current positions are organized into the organization chart below. The Chair of the Fellows Committee, Grants Committee, Teaching Awards, and Poster Awards communicate with the Vice-President for Recognitions and Awards.

Fellows (Chair of Fellows Committee, appointed by President)

Grants (Chair Grants Committee, appointed by President)

- Small Grants Chair (Appointed by Chair of Grants Committee)
- Early Career Travel Awards (Appointed by Chair of Grants Committee)

Teaching Awards (Chair of Awards Committee, appointed by President)

Poster Awards Chair (Appointed by RRPRC Chair)

Diversity and International

The Society's diversity initiatives are neoteric in their history. We believe that this functional area is critical to the development of the Society and that this area will evolve as we move forward in our efforts. We proposed the addition of an appointed position for future international efforts. Current positions are organized into the organization chart below. The Diversity Committee Chair and Internationalization Committee Chair will communicate with the Vice-President for Diversity and International Issues.

Diversity Initiatives (Chair Diversity Committee, Appointed by President)

- Listserv
- Resources

International Initiatives (Chair Internationalization Committee, Appointed by President)*

- Resources

* This is a new position.

Restructuring Benefits

The new structure reduces the size of the voting EC. However, while the number of persons voting on STP policy is reduced, most of the positions existing in the current governance structure continue to exist and new positions are added. The only "entities" to disappear are the LRPC and the Publications Committee. Committee Chairs, Directors, Editors, and other current positions maintain their leadership roles. Consequently, the new structure provides additional opportunities for members to hold leadership positions.

In the current system, everyone on the EC must monitor the activities of the entire organization AND carry out the specific duties of their positions. Considering the large number of items that STP deals with over the course of the year and the amount of work that many positions require, this level of activity might be perceived as excessive. The Restructuring Task Force Members believe that reducing the number of people required

to monitor all business will help the organization function much more efficiently and reduce the possibility of diffusion of responsibility. The proposed new system is less likely to allow issues “fall through the cracks.”

We also believe that the new structure represents a much better mechanism for training new leaders for the organization as outlined in the following rationale:

- The Vice-President positions provide an excellent springboard for a presidential nomination.
- Vice-Presidents will have intimate knowledge of the organization and the president’s role.
- The Vice-President position also affords STP members the opportunity to serve the organization at a “high” level without taking on the mantle of president.
- Vice-Presidents will be mentored to this level and as such we are more likely to obtain individuals with proven records.
- Individuals will have many opportunities to be involved within each of the 5 functional areas, so this actually expands involvement at the “lower” levels of the organization.

Several times over the course of the past ten years, the EC has considered appointing, rather than electing a person to Treasurer. As the budget has grown, the job of Treasurer has become more complex. Specific knowledge of business practices and investment strategies are desirable qualities for a treasurer. If we elect the position through the EC, we increase the likelihood that the person will have the requisite skills.

We offer the following additional specific recommendations:

- Separate the Fund for Excellence budget from the STP Operating Budget.
- Separate the *ToP* budget from the STP Operating Budget
- Reduce the travel stipend to \$800.00 per person for travel to Executive Committee meeting which might be held the APA Convention. We are also recommending comparable funding for a mid-winter meeting which will supplant the LRPC meeting.
- Place budgeted travel expenses into the respective budget lines of officers.

Structure and Finances

The proposed structure provides the opportunity to reduce travel expenses associated with governance activities. The most obvious savings will come from the reduced number of persons given travel funds for the annual APA convention. It is also possible that the EC will meet at an alternate time, thus saving non-substantive programming hours and increasing the time available for strategic planning.

Under the proposed structure it may be possible to revamp the way that the EC meets at APA. Currently, the four hours of EC meetings use convention hours. We also spend considerable funds to cater breakfast for the large EC. In the future, we might consider having the EC meet in the hospitality suite. This would save non-substantive convention hours, some of which could involve larger “talk-back” sessions in which committee/task force chairs could raise issues/concerns to EC members. We could even consider doing a session that would allow any members of the organization to ask questions/raise issues to EC members (something that is not possible in our “all member” business meeting). Overall, there should be a reduction in travel expenses to APA. Further, the EC may decide not to have its formal summer/fall meeting at the APA convention. APA venues are becoming extremely expensive and we may find that it is cost-effective to plan a summer/fall meeting at another location. Under this plan, STP may consider the option of funding a very small number of persons to attend the APA convention to carry out essential duties. This structure also provides better fiscal management (e.g., making difficult decisions and a “big picture” perspective).

We are also recommending a mid-winter meeting that will take the place of the current EC. This will reduce the amount of money associated with funding LRPC members to attend the APA convention (expense added 2007). The additional mid-winter meeting could be funded with the savings associated with disbanding the LRPC and funding for travel to the APA.

One of the issues that arises under plans of this type is the concern that few people actually “sit around the table” during deliberations of important issues. While this may be true in a literal sense, officers working within one of the five functional areas will have their designated Vice-President to whom they will direct their concerns/ issues for representation to the EC. Vice-Presidents will also be responsible for ensuring that their functional areas communicate effectively. Thus, individuals serving in each of the areas will also be included in the TOPEC discussions in addition to area specific discussions and as such, will continue to inform the broader discussion.

In general, we recommend significant changes in budgeting practices. As indicated in the introduction of this proposal, the Restructuring TF members found it difficult to sort out encumbered from non-encumbered funds in the STP budget. For example, the “bottom line” of the budget includes funds in the FFE and *ToP*. Budget reporting procedures should be revised to reflect the true state of encumbered and unencumbered funds. Standard accounting practices should be applied for the overall structure of the budget.

Appendix A Implementation Timeline

Bylaws Issues for Restructured STP

The following issues need to be addressed in a revision of the bylaws.

Functional Areas – need to add Vice-Presidents for each functional area to the EC

Teaching Resources
Programming
Recognition and Awards
Recruitment, Retention, Public Relations
Diversity and International Issues

Limitations on nominations for Vice-President Positions

The following offices in STP are excluded from being nominated for Vice-President positions until the final year of their term:

Directors
Editors
Associate Directors/Editors
Committee Chairs
Council Representatives

Individuals who have served as president of STP are excluded from running for Vice-President Positions.

Vice-Presidents are limited to two three-year terms.

Other bylaws changes related to new Executive Committee

All members of the EC in the current bylaws must be removed from the EC except: President, President-Elect, & Past-President.

Change the election process for the Treasurer. Include method of election (proposed method is election by the EC).

Deletion of the Publications Committee and the Long-Range Planning Committee.

Change in the makeup of the President's Cabinet – Our proposal is for the President, Past-President, and President-Elect to serve as the President's Cabinet.

Schedule for Elections of Officers (including Vice-President Positions)

First Election for President and Vice-Presidents will occur in 2009 for service that will begin in 2010. Two of the Vice-Presidents will be elected to a two-year term and three will be elected to a three-year term.

Slates will be developed from nominations from the current directors etc. and submitted to the Elections and Appointments Committee. The entire STP membership will vote.

Election of the Treasurer will follow new procedures. The elections and appointments committee will identify qualified candidates for this position. However, this position will be elected by members of the EC.

(Nominees will be vetted by the Elections and Appointments Committee and therefore reduce the likelihood of unqualified people serving in these roles).

Implementation Timeline

Date	Elections/Actions
2008 (May-August)	Obtain EC Approval of Restructuring Plan
2008 (Aug-Sept)	Revise bylaws
2008 (Oct)	Mail bylaws changes to members and call for a vote
2008	President-Elect Council Representatives (N = 2) Secretary <i>(No election changes in this cycle)</i>
2009	President-Elect 5 Vice-Presidents (2 @ 2 years; 3 @ 3 years) (first election of Vice-Presidents) First mid-winter meeting and elimination of LRPC
2010	President-Elect Treasurer* (elected by new EC instead of full membership)
2011	President-Elect 2 Council Reps 2 Vice-Presidents
2012	President Elect 3 Vice-Presidents
2013	President-Elect Treasurer

Appendix B Budget Table

Table 1 – Budget Deficits and Surpluses

Budget Year	Projected (Deficit)/Surplus	Actual (Deficit)/Surplus	FFE increases
2004	(\$12,350)	\$24,646	40,931.65
2005	(\$6,315)	\$64,209	29,356.90
2006	(\$27,620)	\$83,419	49,557.70
2007	(\$38,010/\$45, 510)	\$16,632 through Nov.	To Be Determined
2008	(\$70, 210)		

Table 2 – Fund For Excellence Assets

Budget Year	Total Assets	Increase over previous year
2001	\$128,163.42	
2002	\$135,533.84	7,370.42
2003	\$164,797.27	29,263.43
2004	\$205,728.92	40,931.65
2005	\$235, 085.82	29,356.90
2006	\$284,643.52	49,557.70
2007	\$288,986.02	To Be Determined

Frequently Asked Questions about the Proposed STP Governance Structure

Aren't we reducing the number of people who participate in the leadership of STP?

Not really. Although fewer people will vote on STP business the new structure does not reduce the number of leadership positions in the organization. In fact, the net number of leadership positions increases slightly under the proposed organization. The total number of elected positions also increases. We believe that STP members will be quite willing to hold leadership positions without having a vote on the EC. The history of the organization bears this out. Many members chaired task forces, served in a variety of OTRP or *ToP* positions, and directed the operations of the Fund for Excellence without having a formal vote on the EC.

How will those in leadership positions (e.g., committee chairs) have their voices heard by the members of the EC?

There are many ways by which leaders in STP can “be heard” as part of the governance process. Current leaders of STP subscribe to two online lists: TOPEC and VOTINGEC. The former list contains virtually all those individuals in leadership positions in STP. The latter contains only the voting members of the EC. STP can continue to maintain both of these lists allowing for input from leaders in a large forum (TOPEC) and within the EC (VOTINGEC).

The proposed governance structure also designates a specific person with whom STP leaders can communicate their views. Members-at-Large serve as the contact person for a subset of STP leadership positions. Each Vice-President's responsibility to represent the interests of specific functional areas in STP puts them in the best position to receive input from leaders within their area of responsibility. Each Vice-President, in turn, will communicate important issues to the EC.

Will we disenfranchise graduate students by taking away the vote of GSTA?

The proposed structure provides graduate students with opportunities for involvement that are comparable to most of the other leadership positions in STP. Graduate students are eligible for any of the elected positions and as such, this offers expanded opportunities for involvement. Further, graduate students have opportunities to serve on a host of graduate student specific committees (e.g., GSTA, New Professional Committee). We continue to offer graduate student specific programming at the convention. Essentially, the proposed structure places the GSTA at a level equivalent to each of the other standing committees. In other words, we retained the GSTA as a standing committee and placed it on an equal basis with other STP committees.

**BYLAWS OF THE
SOCIETY FOR THE TEACHING OF PSYCHOLOGY**
Proposed revisions September 19, 2008
~~Amended November 27, 2006~~

ARTICLE I—NAME AND MISSION

1. The name of this organization shall be the Society for the Teaching of Psychology (hereinafter the "Society").
2. The Society for the Teaching of Psychology advances understanding of the discipline by promoting excellence in the teaching and learning of psychology. The Society provides resources and services, access to a collaborative community, and opportunities for educational and developmental activities. The Society also strives to advance the scholarship of teaching and learning, advocate for the needs of teachers of psychology, foster partnerships across academic settings, and increase recognition of the value of the teaching profession.
3. The Society functions as Division Two of the American Psychological Association (APA).

ARTICLE II—MEMBERSHIP

1. The Society shall consist of two classes of membership: Members and Fellows.
2. Members shall be any persons interested in the teaching of psychology who are current in their payments of dues to the Society.
3. Fellows of the Society shall be persons (a) who qualify for Fellow status according to the bylaws of the APA, and (b) who have been actively engaged in the teaching of psychology in a recognized institution for a period of five years or more, not less than three of which shall have been spent in employment in the same institution, and (c) who have made significant contributions to the advancement of the teaching of psychology as determined by the Fellows Committee. After approval by the APA, their names shall be announced to the membership as Fellows.
4. On matters calling for ~~action~~ **a vote** by the membership of the Society, ~~with the exception of APA Council Representative elections,~~ each Fellow and Member shall have one vote; no voting by proxy shall be allowed. ~~Only APA members who are eligible to vote in APA elections may vote in the Division Two Council Representative election.~~

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

1. The elected officers of the Society shall be a President, a President-Elect, a Past President, **five Vice-Presidents**, a Secretary, a Treasurer, and one or more Representatives to the **APA** Council of Representatives, as provided for in the bylaws of the APA.
2. **The President, President-Elect, Past President, five Vice Presidents, Secretary, and Treasurer constitute the voting members of the Executive Committee. The Executive Director of the Society shall serve as a nonvoting member of the Executive Committee. The Executive Committee shall supervise the affairs of the Society subject to the provisions of these bylaws. The President shall preside at all meetings of the Executive Committee and oversee all other discussions,**

deliberations, and votes of the Executive Committee. The Executive Committee shall make decisions by majority vote. The Executive Committee may send formal invitations to other individuals in appointed positions within the Society (e.g., Editors, Directors, and Standing Committee Chairs) and liaisons from other organizations that promote the teaching of psychology to attend its meetings or contribute to discussions as nonvoting participants.

32. The President-Elect, ~~Secretary, and Treasurer~~ shall be elected by the voting members of the Society ~~and shall not simultaneously hold another office in the Society~~. The term of office for President-Elect shall be one year starting on January 1 of the year following the election and ending on December 31. It shall be the responsibility of the President-Elect to perform the duties of the President in the event of the absence or incapacity of the latter. The President-Elect shall become President upon the expiration of the President's term. The President-elect shall not simultaneously hold any other elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society.
3. ~~The Representatives to APA Council shall be Fellows or Members of the APA and shall not simultaneously hold another office in the Society.~~
4. ~~The term of office shall be one year for the Past President, one year for the President, one year for the President Elect, three years for the Secretary, and three years for the Treasurer. Terms of all officers shall start on January 1 of the year following their election and end on December 31. The provisions of the bylaws of the APA shall govern the terms of Council Representatives.~~
45. The term of office for President shall be one year starting on January 1 in the year immediately following that individual's term as President-Elect and ending on December 31. It shall be the duty of the President to preside at all meetings of the Society, to serve as Chair of the Executive Committee of the Society, ~~to preside over the President's Cabinet~~, to supervise the affairs of the Society with the approval of the Executive Committee, to appoint all necessary committees and task forces to accomplish the business of the Society, and to perform other duties incident to the office or that may be required by vote of the Executive Committee. **The President shall not simultaneously hold another elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society.**
6. ~~It shall be the responsibility of the President Elect to perform the duties of the President in the event of the absence or incapacity of the latter. The President-Elect shall become President upon the expiration of the President's term.~~
57. 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.**
6. Each of the five Vice Presidents shall be elected by the voting members of the

Society to represent one of the Society's five functional areas: Resources; Programming; Recruitment, Retention, & Public Relations; Recognition & Awards; and Diversity & International Issues. The term of office for each Vice President shall be three years starting on January 1 in the year following the election and ending on December 31. Ordinarily, elections for Vice Presidents shall be staggered so that Vice Presidents for no more than two functional areas shall be elected in any calendar year. It shall be the duty of each Vice President to coordinate communication among the Editors, Directors, and Committee Chairs in that officer's assigned functional area, to seek input from them, and to represent their interests to the Executive Committee. No Vice President shall simultaneously hold another elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. An individual is limited to serving a total of two three-year terms as Vice President and shall be prohibited from future candidacy for Vice President in any functional area, but this individual may be considered for future candidacy for any other elected office or appointed position in the Society.

78. The Secretary shall be elected by the voting members of the Society and shall not simultaneously hold another elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. The term of office for Secretary shall be three years starting on January 1 of the year following the election and ending on December 31. It shall be the duty of the Secretary to maintain the official non-financial records of the organization, to take minutes at all Executive Committee meetings, ~~President's Cabinet meetings,~~ and business meetings of the Society membership, to record and prepare an annual summary of major Executive Committee decisions for review and approval at the Executive Committee meeting, to serve as editor of the Society's newsletter, and to perform other duties related to organizational needs as they arise. **An individual is limited to serving a total of two three-year terms as Secretary.**
89. The Treasurer shall be elected by the voting members of the Executive Committee of the Society and shall not simultaneously hold elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society. The term of office for Treasurer shall be three years starting on January 1 of the year following the election and ending on December 31. It shall be the duty of the Treasurer to oversee the timely collection of dues from members; to monitor the funds and investments of the Society; to maintain custody of the financial records of the Society; to work with the officers of the Society on major financial matters; to maintain records of receipts and expenditures of the Society; to deposit receipts in a timely fashion; to make timely disbursements as authorized by the Executive Committee; to prepare a proposed annual budget for approval at the Executive Committee Meeting; to prepare an annual financial statement for **review and approval** ~~at by the Executive Committee Meeting;~~ to notify the APA's Office of Membership Services of any changes in dues assessments at the prescribed time; to function as the Treasurer of the Fund for Excellence; and to perform other general duties of a treasurer as needed. **An individual is limited to serving a total of two three-year terms as Treasurer.**
910. ~~Candidates for the Society's Representatives to the APA Council of Representatives shall be Fellows or Members of the APA. Representatives to APA Council shall be elected only by those Society members who are eligible to vote in APA elections. The Society's Representatives to the APA Council of Representatives shall serve the terms, perform the duties, and accept the responsibilities specified in the bylaws of the APA and shall bring important issues to the attention of the President's Cabinet or Executive Committee. Representatives to APA Council shall~~

not simultaneously hold another elected office or appointed position as Editor, Director, or Chair of a Standing Committee in the Society and are prohibited from consideration for candidacy for the office of Vice President until the final year of their terms of office.

104. Should an elected officer, other than the President or President-Elect, leave office for any reason, the Executive Committee shall by majority vote 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.
112. In cases where an elected officer, other than the President, fails to perform the specified duties of that office as evaluated by the President, the President shall notify the officer in writing stating the concerns and expectations for remedying the situation. If the officer 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 officer 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 ~~Cabinet-Executive Committee~~, excluding the President and the officer in question. The ~~Cabinet-Executive Committee~~ 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 officer in question, shall be required for removal from office.
123. 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 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 ~~Cabinet Executive Committee~~, excluding the President and the member who made the initial charge, to review **the documentation** and make a recommendation to the Executive Committee. ~~The Executive Committee, excluding the President and the member who made the initial charge, shall vote on this recommendation. A~~ majority vote of the Executive Committee, excluding the President and the member who made the initial charge, shall be required for removal from office.

ARTICLE IV-EDITORS AND DIRECTORS

1. The Executive Committee shall appoint an Editor of *Teaching of Psychology* for a term of six years. The ~~Publications Committee shall conduct the search~~ **President, upon approval by the Executive Committee, shall appoint an ad hoc search committee** for the Editor. In order to provide a smooth editorial transition, the

search for a new Editor should be started three years prior to the end date of the current Editor. Once selected, the Editor-Elect should begin working with the current Editor, with the new Editor-Elect beginning to receive manuscripts one year prior to his or her January 1 start date as Editor. Ordinarily the Editor shall serve no more than two consecutive terms. The Editor shall appoint Associate and Section Editors and other members of an editorial staff to assist in editing and producing the journal. The Editor shall ~~submit provide the Executive Committee~~ an annual report ~~to the Vice President for Resources~~ and a budget ~~to the Treasurer~~ for review and approval ~~by the Executive Committee~~.

2. The Executive Committee shall appoint an Internet Editor for a term of five years. ~~The Publications Committee shall conduct the search~~ ~~President, upon approval by the Executive Committee, shall appoint an ad hoc search committee~~ for the Internet Editor. In order to provide a smooth editorial transition, the search for a new Editor should be started two years prior to the end date of the current Editor. Once selected, the Editor-Elect should begin working with the current Editor. Ordinarily the Internet Editor shall serve no more than two consecutive terms. 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 appoint an editorial staff and managers of specific Internet resources of the Society. The Internet Editor shall ~~submit provide the Executive Committee~~ an annual report ~~to the Vice President for Resources~~ and a budget ~~to the Treasurer~~ for review and approval ~~by the Executive Committee~~. A new Internet Editor will assume ~~office~~ ~~the position~~ on September 1.
3. The Executive Committee shall appoint a Director of the Office of Teaching Resources in Psychology (OTRP) for a term of five years. ~~The Publications Committee shall conduct the search~~ ~~President, upon approval by the Executive Committee, shall appoint an ad hoc search committee~~ for the Director of OTRP. In order to provide a smooth transition, the search for a new Director should be started two years prior to the end date of the current Director. Once selected, the Director-Elect should begin working with the current Director. Ordinarily the Director of OTRP shall serve no more than two consecutive terms. It shall be the duty of the Director to maintain the office that distributes the Society's teaching materials and to oversee other resources and services provided through OTRP. The OTRP Director may appoint an editorial staff and managers of specific OTRP resources. The OTRP Director shall ~~submit provide the Executive Committee~~ an annual report ~~to the Vice President for Resources~~ and a budget ~~to the Treasurer~~ for review and approval ~~by the Executive Committee~~. A new OTRP Director will assume ~~office~~ ~~the position~~ on September 1.
4. The Executive Committee shall appoint a Director of Society Programming for a term of five years. ~~The President shall appoint a special committee to search~~ ~~President, upon approval by the Executive Committee, shall appoint an ad hoc search committee~~ for the Director of Society Programming. In order to provide a smooth transition, the search for a new Director should be started two years prior to the end date of the current Director. Once selected, the Director-Elect should begin working with the current Director. Ordinarily the Director shall serve no more than two consecutive terms. It shall be the duty of the Director to provide oversight for Society convention programming, conferences, and workshops. It also shall be the duty of the Director, in consultation with the President, to make arrangements for the program and annual meeting of the Society in accordance with Article ~~IXVIII~~ of these bylaws. The Director shall appoint Associate Directors to focus on specific programming functions and initiatives as needed. The Director

will be charged with the oversight and appointment of coordinators and steering committees for Society-sponsored programming. The Director shall ~~submit provide~~ ~~the Executive Committee~~ an annual report ~~to the Vice President for Programming~~ and a budget ~~to the Treasurer~~ for review and approval ~~by the Executive Committee~~. A new Director of ~~Society~~ Programming will assume ~~office~~ ~~the position~~ on September 1.

5. 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 upon the 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 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 Recruitment, Retention and Public Relations Committee, and the Long Range Planning 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 a budget ~~to the Treasurer~~ for review and approval ~~by the Executive Committee~~. A new Executive Director will assume ~~office~~ ~~the position~~ on January 1.
6. In cases where an appointed Editor or Director fails to perform the specified duties of that ~~office~~ ~~position~~ as evaluated by the President, the President shall notify the Editor or Director in writing stating the concerns and expectations for remedying the situation. If an Editor or Director 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~~ ~~position~~. The Past President shall then contact the Editor or Director 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 ~~Cabinet Executive Committee~~, excluding the President ~~and the Editor or Director in question~~. The ~~Cabinet Executive Committee~~ 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 Editor or Director in question~~, shall be required for removal from ~~office~~ ~~the position~~.

ARTICLE V-STANDING COMMITTEES AND APPOINTED TASK FORCES

1. Committees of the Society shall consist of Standing Committees provided by these bylaws and Task Forces recommended by the President and established by vote of the members of the Executive Committee. 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 ~~office~~ ~~the position~~ on January 1 immediately following the end of that person's term as Past President. New Chairs of other standing

committees will assume ~~office~~ **the position** on September 1 following their appointment.

2. There shall be ~~seven~~**five** Standing Committees: The Recruitment and Public Relations Committee, The Fellows Committee, The Elections and Appointments Committee, The Committee on Teaching Awards, ~~The Publications Committee, The Long Range Planning Committee~~ and The Diversity Committee.
3. The Recruitment and Public Relations Committee shall consist of a Chair selected by the President with the approval of the Executive Committee and at least three committee members, one of whom will be the current chair of the Society Graduate Student Teaching Association. The Chair shall serve for a period of three years. The duties of the Chair and committee are to plan, direct, and evaluate Society recruitment and public relations efforts. These efforts may be done in collaboration with other existing Standing Committees and task forces of the Society. The Executive Director shall serve as a nonvoting member of this committee. **The Chair of the Recruitment, Retention, and Public Relations Committee shall submit an annual report to the Vice President for Recruitment, Retention, and Public Relations and a budget to the Treasurer for review and approval by the Executive Committee.**
4. The Fellows Committee shall consist of three members who are Fellows of the Society. With the approval of the Executive Committee, the President shall appoint a Chair of the committee for a two-year term. During the year prior to the expiration of the Chair's term and with the approval of the Executive Committee, the President shall appoint an Associate Chair for a one-year term. Ordinarily, the Associate Chair shall succeed the current Chair. Terms of service on the Committee shall ordinarily be three years with terms staggered so that one new member is appointed each year. It shall be the duty of the Chair to solicit nominations and to compile the files of the nominees for review. It shall be the duty of the Fellows Committee to examine the qualifications of Members to become Fellows of the APA and the Society according to APA and Society standards and shall approve those individuals deserving of recognition as Fellow. In the cases of nominees who are not Fellows of other APA divisions, the Fellows Committee shall forward materials to the APA Membership Committee. Appeals of a decision by the Fellows Committee will be directed to the President and reviewed by the ~~President's Cabinet~~ **Executive Committee** for final resolution. **The Chair of the Fellows Committee shall submit an annual report to the Vice President for Recognition and Awards and a budget to the Treasurer for review and approval by the Executive Committee.**
5. The Elections and Appointments Committee shall consist of the President, Past-President, and the past, Past-President, who will serve as the chair. It shall be the duty of this Committee to conduct and supervise the elections of the Society as provided in Article ~~VIII~~**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 to the Treasurer for review and approval by the Executive Committee.**
6. The Committee on Teaching Awards shall consist of a Chair and Associate Chair appointed for three-year terms by the President with the approval of the Executive

Committee and members of review subcommittees 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 Director of Programming, is 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 Treasurer for review and approval by the Executive Committee.**

- ~~7. The Publications Committee shall consist of a Chair appointed for a three year term by the President with the approval of the Executive Committee. Other members of the Committee shall be the Editor of *Teaching of Psychology*, the Director of the OTRP, the Society's Internet Editor, the Society Secretary, and two other at large members of the Society appointed on staggered terms by the President. The Committee shall coordinate Society publications, encourage publication projects, establish general policies for publications, and handle publication related negotiations and searches for editors and directors.~~
- ~~8. The Long Range Planning Committee shall consist of a Chair appointed by the President with the approval of the Executive Committee for a two year term and, during the year prior to the expiration of the Chair's term, an Associate Chair appointed by the President for a one year term. Ordinarily, the Associate Chair shall succeed the current Chair. The members of the Committee shall be the President Elect, the President, the Past President, and three other at large members of the Society appointed on staggered terms by the President. No voting member of the Executive Committee may concurrently serve as an at large member of this committee. Only at large members may serve as Chair and Associate Chair of the Committee. The Executive Director shall serve as a nonvoting member of this committee and shall take minutes of its meetings. The Committee shall consult with the Society's officers and Committee Chairs regarding long range concerns that the Committee should address, develop recommendations regarding new projects and directions for the Society, and present these recommendations to the Executive Committee for evaluation and action.~~
79. The Diversity Committee shall consist of a Chair appointed by the President with the approval of the Executive Committee and at least three committee members. The Chair shall serve for a period of three years. The Committee shall oversee and assess all Society activities related to diversity issues, including, but not limited to, diversity in membership, integration of diversity into the curriculum, hiring and retaining a diverse faculty, and attracting members of diverse groups to psychology as a major and a profession. **The Chair of the Diversity Committee shall submit an annual report to the Vice President for Diversity & International Issues and a budget to the Treasurer for review and approval by the Executive Committee.**
810. The President may establish a Task Force to pursue any topic relevant to the concerns of the Society with the approval of the Executive Committee. The Task Force shall be given a charge and time frame for executing that charge.
911. In cases where an appointed Chair of a Standing Committee fails to perform the specified duties of that office **position** as evaluated by the President, the President shall notify the Standing Committee Chair in writing stating the concerns and expectations for remedying the situation. If a Standing Committee Chair 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. The Past President shall then contact the Standing Committee Chair 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 ~~Cabinet~~ **Executive Committee**, excluding the President ~~and the Editor or Director in question~~. The **Executive Committee** 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 Editor or Director in question~~, shall be required for removal from office **the position**.

ARTICLE VI—GRADUATE STUDENT TEACHING ASSOCIATION

1. There shall be a Graduate Student Teaching Association of the Society. The Association shall be charged with educational and development activities for future psychology teachers. The Association shall be led by a Steering Committee comprised of a Chair, an Associate Chair, a Faculty Advisor, and at least four at-large members appointed by the President with the approval of the Executive Committee. The Chair and Associate Chair shall be graduate students and serve a term of one year, starting on September 1. Ordinarily, the Associate Chair shall succeed the Chair. The Faculty Advisor shall serve a three-year renewable term. **The Chair of the Graduate Student Teaching Association shall submit an annual report to the Vice President for Recruitment, Retention, and Public Relations and a budget to the Treasurer for review and approval by the Executive Committee.**

ARTICLE VII—EXECUTIVE COMMITTEE

- ~~1. The Executive Committee shall supervise the affairs of the Society subject to the provisions of these bylaws. The voting members of the Executive Committee shall consist of the President's Cabinet, the Editor of *Teaching of Psychology*, the Internet Editor, the Director of OTRP, the Chairs of the Standing Committees, and the Chair of the Graduate Student Teaching Association. The Executive Director of the Society shall serve as a nonvoting member of the Executive Committee.~~
- ~~2. The President shall preside at all meetings of the Executive Committee and oversee all other discussions, deliberations, and votes of the Executive Committee. The Executive Committee shall make decisions by majority vote.~~
- ~~3. The Executive Committee may invite other organizations, with similar missions to advance the teaching of psychology, to appoint a liaison to attend the annual Executive Committee meeting as a nonvoting participant.~~

ARTICLE VIII—NOMINATIONS AND ELECTIONS

1. The elected officers of the Society shall be determined by a vote of Members and Fellows of the Society, ~~voting on a mail ballot~~, with the exceptions of Representatives to APA Council, for whom only APA members may vote, **and the Treasurer, for whom only members of the Executive Committee may vote.**
2. The Elections and Appointments Committee shall issue a call for nominations for the offices of President-Elect, **Vice President(s)**, Secretary, and Treasurer 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.

3. The final ballot shall list at least two, but usually and preferably, three nominees for the office of President-Elect. There shall be at least twice as many nominees as there are persons to be elected for each other office.
4. The candidate receiving the largest number of votes for each Society office shall be declared elected. The Chair of the Elections and Appointments Committee shall obtain the count of the votes for each office and shall announce the election results at the annual business meeting of the Society.
5. Officers shall assume office on January 1 of the year following their election and shall hold office until their elected successors assume office in their stead.
6. When an APA Council seat is lost on an apportionment ballot, the seat shall be vacated by the most recently elected Council Representative or the Council Representative who received the fewest votes when more than one Representative was elected in that year.
7. When an APA Council seat is gained on an apportionment ballot, the Council Representative candidate in the most recent election who received the next highest number of votes in the most recent election shall occupy the seat until an election can be held. If no candidate from the most recent election is available to serve, the President shall appoint someone to fill the seat with the approval of the Executive Committee.

ARTICLE ~~IX~~ VIII—MEETINGS

1. The annual meeting of the Society shall take place at a site and time determined at the previous annual meeting and announced to the membership. The annual meeting serves for the transaction of business, the presentation of scientific papers, and discussions of professional matters in the field of the Society's interests.

ARTICLE ~~X~~ IX—DUES

1. Annual dues and assessments of any special dues shall be determined by the Executive Committee to cover expenses to the Society and the subscription to *Teaching of Psychology*.

ARTICLE ~~XI~~ X—FUND FOR EXCELLENCE

1. The Fund for Excellence in the Teaching of Psychology is an endowment fund. The income from the Fund is to be used each year to provide a monetary award to the winners of the Society Teaching Awards. Other activities that promote good teaching may be supported after providing for the awards and the expenses of the Fund.
2. There shall be a Board to administer the Fund.
 - a. The Board shall consist of six persons, at least four of which are Members of the Society, appointed by the Society's Executive Committee. The Society's Treasurer shall be an ex officio, nonvoting member of the Board.

- b. Each Board member shall serve a term of six years. Terms shall be staggered so that two new members are 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.
3. The Fund Board shall have three officers: Chair, Executive Secretary, and Treasurer. The Board shall elect the Chair and Executive Secretary from among its members. Their term of office shall be two years; officers may be reelected as long as they serve on the Board.
 4. Duties of the officers of the Board.
 - a. It shall be the duty of the Chair to report on the activities of the Fund to the Executive Committee of the Society and to the members at the annual business meeting of the Society and to preside over meetings of the Board.
 - b. It shall be the duty of the Executive Secretary to handle all correspondence for the Board, to make specific investments as directed by the Board, to maintain records of income and expenses, to maintain the bank account, to disburse funds as directed by the Board, to prepare a monthly report for the Fund's accountant Treasurer, and to prepare the annual report.
 - c. 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.

ARTICLE ~~XII~~ XI—AMENDMENTS AND CHANGES TO THE OPERATING PROCEDURES OF THE SOCIETY

1. The Society, at any annual meeting by a vote of two-thirds of the members present, or by a majority of the members of the Society voting ~~on a mail ballot~~, may adopt such amendments to these bylaws as have been (a) presented and read at the preceding annual meeting, or (b) ~~mailed to each member~~, or (c) ~~published as a ballot in an appropriate Society publication~~ **made available to each member in print or electronic form** two months before the count.
2. ~~Ballots should be mailed to the Secretary.~~ The Secretary counts ~~them~~ **ballots** and informs the President of the results.
3. 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.
4. The Executive Committee, by a majority vote, may establish and amend the contents and specifications of Operating Procedures of the Society.

Subject: Restructuring Implementation Vote

From: Maureen McCarthy <mmccar10@KENNESAW.EDU>

Reply-To: STP Extended Executive Committee <TOPEC@LIST.KENNESAW.EDU>

Date: Wed, 24 Sep 2008 09:10:25 -0400

Greetings:

I hope that everyone is enjoying a lovely fall morning. Georgia continues to be sunny and dry.

Last week Dave sent the proposed implementation plan out for discussion. Bill Buskist moved that we accept this proposal and Bryan Saville seconded the motion. I would like to ask you to send your vote to Eric Landrum at the following address: elandru@boisestate.edu

Please plan on casting your vote no later than Monday, October 29th. For your reference, the proposed implementation plan follows:

Implementation

STP Governance Structure

The Restructuring Task Force (aka the Implementation Task Force) puts forth the following proposal for implementing the new STP governance structure:

The following VP positions will be appointed:

- * Resources (2 year appointment * Term: January 1, 2010 -December 31, 2011)
- * Programming (2 year appointment * January 1, 2010 - December31, 2011)
- * Awards (1 year appointment * Term: January 1, 2010 *December 31, 2010)

The current Elections and Appointments Committee will make recommendations to the EC for persons to fill the appointed positions.

Election of the Awards VP will take place in the spring of 2010.

Election of the Resources and Programming VPs will take place in the spring of 2011. This appointment arrangement is a one-time only event to minimize the number of slates that would be required in the first election under the new system

The following VP positions will be elected in the spring of 2009:

- * Recruitment and Public Relations (3 year term, January 1, 2010
- * December 31, 2012)
- * Diversity (3 year term, January 1, 2010 * December 31, 2012)

The 2009 Elections and Appointments Committee will develop the slate for the two elected positions.

All current EC positions and Committees will continue to function as usual through all of 2009.

Wishing everyone a great remainder of the week!

Maureen

Maureen McCarthy, PhD
Department of Psychology
Kennesaw State University
1000 Chastain Rd
Social Sciences Building, Box 2202
Kennesaw, GA 30144-5591
Phone: 770-423-6296
Fax: 770-423-6863

Maureen_McCarthy@kennesaw.edu
President of the Society for the Teaching of Psychology
teachpsych.org

SOCIETY FOR THE TEACHING OF PSYCHOLOGY
Extended Executive Committee Discussion List

LISTOWNERS:

Bill Hill <bhill@kennesaw.edu>

Dave Johnson <djohnson@jbu.edu>

This list is hosted by Kennesaw State University, Kennesaw GA

Subject: Motion for Rationale - Vote

From: Maureen McCarthy <mmccar10@KENNESAW.EDU>

Reply-To: STP Extended Executive Committee <TOPEC@LIST.KENNESAW.EDU>

Date: Tue, 30 Sep 2008 08:29:07 -0400

Greetings from sunny dry Georgia:

We have discussed the relative merits of the voting process for the bylaws changes related to the restructuring. The following motion was made and seconded:

Move that we provide a rationale for restructuring for the bylaws vote, but keeping with precedent, not a pro/con statement.

Please send your vote to Eric at: elandru@boisestate.edu

Please cast your vote on this motion by Friday, October 3rd, 2008.

All the best,
Maureen

Maureen McCarthy, PhD
Department of Psychology
Kennesaw State University
1000 Chastain Rd
Social Sciences Building, Box 2202
Kennesaw, GA 30144-5591
Phone: 770-423-6296
Fax: 770-423-6863
Maureen_McCarthy@kennesaw.edu
President of the Society for the Teaching of Psychology
teachpsych.org

SOCIETY FOR THE TEACHING OF PSYCHOLOGY
Extended Executive Committee Discussion List

LISTOWNERS:
Bill Hill <bhill@kennesaw.edu>
Dave Johnson <djohnson@jbu.edu>

This list is hosted by Kennesaw State University, Kennesaw GA

Subject: Vote Outcomes

From: Maureen McCarthy <mmccar10@KENNESAW.EDU>

Reply-To: STP Extended Executive Committee <TOPEC@LIST.KENNESAW.EDU>

Date: Tue, 7 Oct 2008 08:36:46 -0400

Greetings,

Over the course of the past two weeks we have voted on two motions. I am pleased to report that the implementation plan has been approved. I am also pleased to report we voted to include an explanation of the restructuring plan (without a pro-con statement) with the vote on the bylaws. I do hope that everyone has a great week ahead.

Maureen

Maureen McCarthy, PhD
Department of Psychology
Kennesaw State University
1000 Chastain Rd
Social Sciences Building, Box 2202
Kennesaw, GA 30144-5591
Phone: 770-423-6296
Fax: 770-423-6863
Maureen_McCarthy@kennesaw.edu
President of the Society for the Teaching of Psychology
teachpsych.org

SOCIETY FOR THE TEACHING OF PSYCHOLOGY
Extended Executive Committee Discussion List

LISTOWNERS:
Bill Hill <bhill@kennesaw.edu>
Dave Johnson <djohnson@jbu.edu>

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Council approved funding for two presidential initiatives advanced by President-elect Dr. James Bray: 2009 Presidential Summit on the Future of Psychology Practice and the 2009 Presidential Task Force on the Future of Psychology Practice.

Council presented the Raymond D. Fowler Award to Dr. Charles L. Brewer, long-time Division 2 fellow and leader, for his enhancing the quality of education in psychology and for his contributions to the discipline of psychology and to APA.

For more APA council news (By-laws amendment to allow minority associations voting seats on Council, and Results of petition ballot on detainee settings), see the STP members-only web site at <http://teachpsych.org/>

Respectfully Submitted,

David E. Johnson

Margaret A. Lloyd

Division 2 APA Council Representatives

A New STP Governance Structure David E. Johnson Chair, Restructuring Task Force

This year is a presidential election year in the U.S. Millions of voters go to the polls and cast their ballots for their choice of a new administration. This fall, ballots may also be cast by STP members for a new governance structure (see insert in this issue). Revised bylaws describe the proposed structure that the Executive Committee approved this past summer. Now, STP members will vote to approve those bylaws.

A little history is in order. Over the years, STP's Executive Committee grew to 19 individuals rendering decision-making processes and long-range planning unwieldy. In the fall of 2006, President-Elect, Bill Buskist, proposed the development of a Restructuring Task Force to investigate possible ways to make STP more efficient. Specifically, Dr. Buskist charged the task force to examine the current infrastructure of the Society, determine its suitability for sustaining the current growth of its programs, and develop a set of recommendations for improving the organizational structure and functioning of the Society. Linda Noble and I co-chaired the task force until November of 2007 when Linda had to leave the task force due to new professional duties. The task force members included Ted Bosack, Bill Hill, Mary Kite, Maureen McCarthy, Tom Pusateri, and Elizabeth Swenson.

In May, 2008 the Executive Committee of STP voted to endorse the task force's proposed governance structure. Since that time, the task force revised the bylaws to reflect the approved changes. What are those changes? What does the new structure look like?

One of the problems encountered with the old system revolved around the size of the Executive Committee (EC) whose members voted on all official business of the organization. Over the years this group grew to 19 members. The new system reduces the size of this group from 19 to 10. The proposed EC still contains the President, Past-President, President-Elect, Secretary, and Treasurer. However, the proposed bylaws provide for five Vice-Presidents (VP) who each have responsibility for a functional area of STP. The VPs will be elected by the membership of STP. The functional areas, which were primar-

ily developed from STP's Mission Statement, are as follows:

- Teaching Resources
- Programming
- Recruitment, Retention, & Public Relations
- Recognition & Awards
- Diversity & International Issues



Almost all other committees of STP will continue to function as before, but each will be represented by one of the VPs listed above. Two standing committees will be disbanded under the new plan (Publications and Long-Range Planning). The new EC has many advantages over the old one. It is almost half as large, which should make formal decision-making less cumbersome and more efficient. It also increases the number of EC positions that are elected by the membership.

On behalf of the Restructuring Task Force and the Executive Committee, I urge you to review the revised bylaws, complete your ballot, and send it in before the deadline.

STP Call for 2009 Leadership Nominations

The Society for the Teaching of Psychology requests nominations for three key leadership positions: the office of President-elect, the office of Vice President for Diversity and International Issues, and the office of Vice President for Recruitment, Retention, and Public Relations.

The individual elected to the office of President-elect will work with the incumbent as President-elect beginning January 1, 2010 and assume the office of President on January 1, 2011. Presidents serve 1-year terms and are responsible for furthering the mission of the Society. The President chairs the Society's Executive Committee and recommends appointments to Society committees, task forces, and ad hoc working groups.

The Society is currently undergoing restructuring of its leadership infrastructure, and the two vice president positions will become available pending approval of the proposed new Society bylaws by the Society membership. Voting on the proposed bylaws will occur later this fall. The individuals who are elected to the two vice president positions will assume duties on January 1, 2010 and serve in their respective posts through December 31, 2012.

The individual who is elected to the office of Vice President for Diversity and International Issues shall oversee and assess all Society activities related to diversity and international issues, including, but not limited to, diversity in membership, integration of diversity and international psychology into the curriculum, hiring and retaining a diverse faculty, and attracting members of diverse groups to psychology as a major and a profession.

The individual who is elected to the office of Vice President for Recruitment, Retention, and Public Relations shall oversee the planning, implementation, and evaluation of all Society recruitment and public relations efforts.

Please think carefully about Society members who could lend their expertise and dedication to these offices. Nominees must be Fellows or Members of the Society. Send your nominations to Bill Buskist at buskiwf@auburn.edu by January 9, 2009

Subject: Bylaws vote - Results

From: Maureen McCarthy <mmccar10@KENNESAW.EDU>

Reply-To: STP Extended Executive Committee <TOPEC@LIST.KENNESAW.EDU>

Date: Tue, 16 Dec 2008 10:07:14 -0500

Greeting to All:

Over the course of the next several days I will be working to tidy up loose ends before my term officially ends on December 31st. On January 1st I will breathe a big sigh of relief, and turn the reins over to the very capable Janet Carlson. Please note the call for comment on Janet's proposed task forces sent yesterday.

As noted in the subject line I am pleased to report that the bylaws changes were overwhelmingly approved by the membership. As a point of interest, a total of 59 votes were cast. This really is an exciting time and I look forward to watching the Society grow in the future.

Best,
Maureen

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Subject: A Year in Review

From: Maureen McCarthy <mmccar10@KENNESAW.EDU>

Reply-To: STP Extended Executive Committee <TOPEC@LIST.KENNESAW.EDU>

Date: Mon, 22 Dec 2008 11:55:31 -0500

Holiday Greetings: As Georgia finally makes the transition from balmy - to winter - I want to summarize the activities of the Society for 2008. Most importantly, I want to thank each of you for your steady, gentle, and important work over the past year. We made progress on three primary initiatives.

First, I want to thank Mary Kite, Chair of the Unification Task Force, for her work in bringing together organizations that collectively advance the teaching of psychology. Special thanks also go to Diane Finley for her efforts to merge CTUP with STP. We are processing the final details of the merger and together, we will serve our collective membership even better.

Ruth Ault, together with her task force on Teaching Resources, examined innovative ways to deliver new innovative resources to the organization. The report identified ten possible avenues for expanding our resources * all are electronic. We approved development of a WIKI for the teaching of psychology. As our "Wikipedia" for the teaching of psychology evolves, we might find that it replaces older technologies and continues to keep STP at the forefront of the technology revolution.

Finally, under the careful direction of Dave Johnson, the Society approved a restructuring of the organization. I sincerely want to thank Dave for his long-standing leadership of this initiative. We are entering a very new era for the Society and I am optimistic that our new structure will expand opportunities for the new professoriate to become more involved with the Society. Our new structure will also allow us serve our membership more efficiently as we look forward to an ever changing future.

As we transition into a new year, President Carlson will further strengthen the foundation of the organization through her thoughtful leadership. I want to thank each of you for your contributions to the Society this year and for your collective efforts toward improving the teaching of psychology. I wish everyone restful happy holidays.

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