

The Association of Black Psychologists

2014 Bylaws Amendment Form

Amendment # 1 – *Establishing the Mid-Year Conference Committee as a Standing Committee of the General Assembly*

Submitted by Dr. Theopia Jackson, General Assembly Chair

- **Background:** The Mid-year Conference Committee has been an active, functional part of the General Assembly (GA) for the past three years. This committee plans GA Mid-Year Conference which provides educational poster and paper presentations, Continuing Education Credits to the ABPsi membership. The GA mid-year meeting provides working planning meetings for GA committees to continue important work tied to ABPsi’s mission and vision. Currently, this committee is an *ad hoc* committee of the General Assembly.
- **Rationale for Proposed Bylaws Amendment:** Establishing the Mid-Year Conference Committee as a standing committee of the GA will be in alliance with current bylaw requirements and will position the GA to allow for increased productivity with executing ABPsi’s mission and board initiatives. The bylaws state that 1) the GA will meet twice per year at a site to be determined by the GA and that 2) ad hoc committees operating for more than two years should petition for status as a standing committee of the GA. Relevant sections from the ABPsi bylaws that support the proposed addition are detailed below:
 - **Article VIII., Section 4. Meetings.** The General Assembly shall meet no less than twice a year, at a site and place to be determined by the General Assembly or its Executive Committee.
 - **Article VIII., Section 8. Standing Committees of the General Assembly, E. Other Committees.** Other standing committees of the General Assembly must be approved by the Board or the general membership, according to these *By-Laws*. Temporary *ad hoc* committees may be created in order to fulfill the functions of the General Assembly. No *ad hoc* committee shall exist for a period in excess of two (2) years without petitioning for status as a standing committee.
- **Proposed Wording for Amendment #1:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** In Article VIII, Section 8E

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
N/A - Proposing new bylaw	See next column. “Proposed Amendment” and “If Adopted, Will Read” columns are the same.	E. Mid-Year Meeting/Conference Committee: This committee is charged with planning a membership meeting with professional training components (e.g., mini-conference)

		<p>over the MLK weekend and ideally at a local Historically Black College or University (HBCU) or another site that has proven to be aligned with promoting the well being of African persons. The Mid-Year Meeting/Conference will serve as a platform for furthering the mission of the ABPsi through a) committee work groups, b) membership meetings, and c) board meetings. There shall be collaboration /coordination with the National Convention Chair (NCC), as well potential collaboration with the Education and Training (ETC), Leadership Development Institute (LDI), and Licensure Certification Proficiency Program (LCPP) committees.</p>
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Amendment # 2 – Establishing the Public Policy Committee as a Standing Committee of the General Assembly

Submitted by Dr. Theopia Jackson, General Assembly Chair

- **Background:** The GA created an *ad hoc* Public Policy Committee in order to provide ABPsi with an institutionalized process of responding to important issues and policies affecting African people across the Diaspora. Since its inception, the Public Policy committee generated commentaries, policy briefs, and position papers on topics including but not limited to injustices related to incarceration, special education, lead-based abatement, the death penalty, and food scarcity. ABPsi used some of the documents created by the Public Policy Committee to educate Congressional staff and to inform legal debates. For additional information on documents created by the ABPsi GA’s ad hoc Public Policy Committee, please visit the following link on the ABPsi website: <http://www.abpsi.org/pubpolicy.html>
- **Rationale for Proposed Bylaws Amendment:** Public Policy Committee is needed to facilitate ABPsi responsiveness to current events relevant to Africans across the Diaspora and to serve as a scholarly/social justice arm of the Board and membership. Establishing Public Policy Committee as a standing committee of the GA will allow the GA to continue to respond quickly to current events, publicizing ABPsi’s position on important policy issues affecting peoples of African descent across the Diaspora. Relevant sections from the ABPsi bylaws that support the proposed addition are detailed below:
 - **Article VIII., Section 8. Standing Committees of the General Assembly, E. Other Committees.** Other standing committees of the General Assembly must be approved by the Board or the general membership, according to these *By-Laws*. Temporary *ad hoc* committees may be created in order to fulfill the functions of the General Assembly. No *ad*

hoc committee shall exist for a period in excess of two (2) years without petitioning for status as a standing committee.

- **Proposed Wording for Amendment #2:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** In Article VIII, Section 8E

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
N/A - Proposing new bylaw	See next column. “Proposed Amendment” and “If Adopted, Will Read” columns are the same.	F. Public Policy: This committee is responsible for researching and authoring position papers for the Association that are to be approved by the President and/or President-Elect before publication on the website or otherwise.

Amendment # 3 – Institutionalizing the Collaborative Role of the General Assembly Chapter Development Committee

Submitted by Dr. Theopia Jackson, General Assembly Chair

- **Rationale for Proposed Bylaws Amendment:** Institutionalizing this collaborative process is an important process, on a policy level, in creating a healthy, strong infrastructure for chapters to provide them with any necessary or requested information, training, and/or technical assistance. To achieve this aim, the Chapter Development Committee should serve in a collaborative and/or facilitative model with other relevant entities of the Association in the development and growth of chapters.
- **Proposed Wording for Amendment #3:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** In Article VIII, Section 8. Standing Committees of the General Assembly

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
B. Chapter Development Committee. This committee is responsible for the design, review, refinement, and implementation of all chapter policy, rights, and privileges. It shall provide information and technical assistance for chapter formation and chartering, organizational structure, and communication (in	See next column. “Proposed Amendment” and “If Adopted, Will Read” columns are the same.	B. Chapter Development Committee. This committee will collaborate with the Regional Representative, Leadership Development Institute, local and any designate of the Board for the design, review, refinement, and implementation of all chapter policy, rights, and privileges. It shall provide information and

collaboration with the Regional Representatives). It shall provide assistance to the respective Regional Representatives on an as-needed basis.		technical assistance for chapter formation and chartering, organizational structure, and communication in collaboration with the Regional Representatives.
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Amendment # 4 – Flexibility of Having a Co-Secretary Position for the General Assembly Secretary

Submitted by Dr. Theopia Jackson, General Assembly Chair

- **Background:** Because of the current workload involved in the General Assembly’s Secretary position, the GA has been operating with two co-secretaries for the past two years. This system has worked well, allowing for volunteers to serve in this vital leadership role without burning out the volunteers in this position.
- **Rationale for Proposed Bylaws Amendment:** Allowing for the flexibility of a co-secretary enables ABPsi to handle the workload of this position in a way that is manageable to our all-volunteer force without promoting a practice of poor self-care to our GA leadership. Thus, as the GA expands and the given the current number of active committees, it may prove prudent to delegate secretarial responsibilities across two persons.
- **Proposed Wording for Amendment #4:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** Article VIII., Section 5 General Assembly Officers

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
<p>The Secretary shall record and present minutes of the meetings of the General Assembly (within 30 days of each meeting); shall be responsible for correspondence among and within the General Assembly; and shall perform those duties requested by the Chairperson or Vice-Chairperson. In the event the Vice-Chairperson or the Secretary is unable to complete his/her term of office, an election shall be held within the General Assembly to replace that officer for the remaining period of the former officer’s term of office.</p>	<p>The Secretary or Co-Secretaries shall record and present minutes of the meetings of the General Assembly (within 30 days of each meeting); . . .</p>	<p>The Secretary or Co-Secretaries shall record and present minutes of the meetings of the General Assembly (within 30 days of each meeting); shall be responsible for correspondence among and within the General Assembly; and shall perform those duties requested by the Chairperson or Vice-Chairperson. In the event the Vice-Chairperson or the Secretary (Co-Secretary) is unable to complete his or her term of office, an election shall be held within the General Assembly to replace that officer for the remaining period of the former officer’s term of office.</p>

Amendment #5 – Establishing the Education and Training Committee as a Standing Committee of the Board of Directors

Submitted by Dr. Theopia Jackson, General Assembly Chair

- **Background:** The Board of Directors (BOD) created the Education and Training Committee (ETC) as an *ad hoc* committee to oversee providing educational opportunities to The Association over 7 years ago. The ETC successfully provided continuing education units (CEUs) to ABPsi members at annual conventions and mid-year GA meetings. It is recommended that this *ad hoc* committee be formalized as a standing committee to the BOD.
- **Rationale for Proposed Bylaws Amendment:** The establishment of the ETC as a standing board committee will afford greater synchronicity and effective management of the Association being positioned the premier training organization and vetting agency for efficacy of professional trainings specific to Africans across the Diaspora.
- **Proposed Wording for Amendment #5:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** Article VII., Section 1. Standing Committees of the Board

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
N/A - Proposing new bylaw	See next column. “Proposed Amendment” and “If Adopted, Will Read” columns are the same.	N. Education & Training Committee (ETC): This standing committee of the board is responsible for the oversight related to the ABPsi approval status for offering professional continuing education (CE) and shall collaborate with other professional training/certification initiatives as needed.

Amendment #6 – Establishing the Education and Training Committee Chair as a non-voting position on the Board of Directors

Submitted by Dr. Theopia Jackson, General Assembly Chair

- **Background:** Historically, the chairpersons of standing committees to the Board of Directors (BOD) serve as non-voting members on the BOD. This business structure ensures that the chairs of standing committee are helping to inform BOD decision and deliberations at a senior leadership level in The Association.
- **Rationale for Proposed Bylaws Amendment:** If the Education and Training Committee becomes a standing committee of the board, it should be established as a non-voting committee. Positioning this committee at a senior leadership level in our organization will allow for it foster the development of

an organizational infrastructure incorporating professional development as an essential component of ABPsi’s strategic plan.

- **Proposed Wording for Amendment #6:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** Article V., Section 2. Composition of the Board Non-Voting Members

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
<p>Non-Voting Members (bylaws then to proceeds to list the non-voting members of the board of directors, which includes the following positions):</p> <p>Historian, The Chairperson of the Public Relations Committee or Designee, Elder of Elders, Rules Committee Chair, National Convention Committee Chair(s), Licensure, Certification, and Proficiency Program Chair(s), Leadership Development Institute Chair(s), Public Relations/Marketing Chair(s), Past President’s Council Representative, Executive Director, Chairperson Elect of the Student Circle, and International Relations Representative.</p>	<p>The Education and Training Committee Chair(s) will be added to the list of non-voting board members listed to the left.</p>	<p>(22) Education & Training Committee (ETC) Chair(s)</p>

Amendment #7 – *Remove Serving on the Black Mental Health Committee as a Duty of the Regional Representatives*

Submitted by Dr. Ericka Jenifer, Interim Rules Chair

- **Rationale for Proposed Bylaws Amendment:** The Black Mental Health Committees are not mentioned anywhere else in the bylaws as a part of ABPsi’s organizational structure. Removal is recommended so that regional representative’s responsibilities are in accordance with the current organizational structure.
- **Proposed Wording for Amendment #7:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** Article VI., Section 10. Regional Representatives

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
H. Serve as a member of the Awards, Administrative, Election and Black Mental Health Committees	Remove serving on the Black Mental Health Committee as a duty of the Regional Representatives	H. Serve as a member of the Awards, Administrative, and Election Committees

Amendment #8 – Establishing Policies Around the Executive Director’s Performance Evaluations

Submitted by Dr. Ericka Jenifer, Interim Rules Chair

- **Background:** Although ABPsi hired its current Executive Director in 2009, there is no institutionalized policy about how the Board of Directors will conduct the Executive Director’s performance evaluations.
- **Rationale for Proposed Bylaws Amendment:** Performance evaluations are a requirement of employment. They allow the ABPsi’s leadership to rate the employees and for employees to obtain formalized, written documentation of their job performance. Providing employees with mid-year and annual evaluations is a useful business tool that allows leadership to clarify and/or revise job expectations and to give employees written feedback on their performance throughout the year. Written evaluations provide justification for employee awards such as time off, annual bonuses, and increases in salary. Additionally, the Executive Committee members (President, President-Elect, Secretary, and Treasurer) work the closest with the Executive Director. As a result, they have increased visibility of his/her responsibilities and duties and are the best equipped to prepare any necessary performance evaluations. Because there is lack of policy around this important issue, the BOD aims to establish clear policy guidelines around conducting the Executive Director’s employment evaluations. The proposed amendment provides organizational structure for the annual performance review process for the Executive Director.
- **Proposed Wording for Amendment #8:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.

- **Proposed Location in Bylaws:** Article VI., Section 22. Executive Director

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
A. The Executive Director is an ex-officio member of the Board of Directors and of all of the standing committees of the Board. The Executive Director supervises the staff of The Association and provides managerial and technical assistance to the Board. The Executive Director is charged with translating Board policies into action and hires and supervises	Appraisals of the Executive Director’s job performance shall be conducted on mid-year and annual basis by the Chairperson of the Board or his/her designee from the Personnel Committee and completed with the	A. The Executive Director is an ex-officio member of the Board of Directors and of all of the standing committees of the Board. The Executive Director supervises the staff of The Association and provides managerial and technical assistance to the Board. The Executive Director is charged with translating Board policies into action and hires and

National Office operations. The Executive Director reports directly to the Chairperson of the Board or his/her Designee.	approval of a quorum of the voting members of the board of directors.	supervises National Office operations. The Executive Director reports directly to the Chairperson of the Board or his/her Designee. Appraisals of the Executive Director's job performance shall be conducted on mid-year and annual basis by the Chairperson of the Board or his/her designee from the Personnel Committee. Performance reviews/appraisals shall be completed with the approval of a quorum of the voting members of the board of directors.
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Amendment #9 – Establishing the Membership of the Personnel Committee

Submitted by Dr. Ericka Jenifer, Interim Rules Chair

- **Rationale for Proposed Bylaws Amendment:** From a human resources standpoint, it is good business practice to have the Executive Committee members (the President, President-Elect, Secretary, and Treasurer) actively involved in personnel management, reviews, and decision-making. Formalizing the Executive Committee as members of the Personnel Committee will ensure that these board members are involved in personnel decisions. Additionally, restricting the membership of this committee to the Executive Committee plus one other person appointed by the President will allow this committee to be fully staffed and performing vital functions while maintaining privacy required by human resources laws.
- **Proposed Wording for Amendment #9:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** Article VII., Section 1. Standing Committees of the Board

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
E. Personnel Committee. This committee shall be responsible for personnel review, evaluation and recommendations. This committee shall provide assistance to the President in all matters relating to personnel (staff) of The Association.	E. Personnel Committee. This committee shall be responsible for personnel review, evaluation and recommendations. This committee shall provide assistance to the President in all matters relating to personnel (staff) of The	E. Personnel Committee. This committee shall be responsible for personnel review, evaluation and recommendations. This committee shall provide assistance to the President in all matters relating to personnel (staff) of The Association. The Personnel Committee shall consist of the Executive Committee (President, President-Elect, Secretary, and Treasurer) and a member appointed by the President.

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Amendment # 10 – Eligibility Criteria for the President-Elect Position

Submitted by Dr. Taasogle Daryl Rowe, President

- **Rationale for Proposed Bylaws Amendment:** Although the Leadership Development Institute (LDI) has been conceptualized to facilitate ABPsi leadership development; it has not been functionally operative during the last 7 years - since becoming a Standing Board Committee. So although it was **planned** to address a clear problem, the solution hasn't worked well because of the challenge of identifying solid leadership to structure it, as conceptualized, and to implement training. Although the President-Elect currently serves a two-year apprenticeship, given the top-heavy functioning of our organization those two years are insufficient training. Hence, the rationale for my proposal is a more traditional On-the-Job-Training (OJT) leadership development process. Prior Board service reflects this model, even as we continue to invigorate the LDI process. In essence, it promotes leadership development that is organic – leadership is developed through Board service.
- **Proposed Wording for Amendment #10:** The chart below depicts the current bylaws verbiage, the proposed amendment, and how the new amendment would read in the bylaws if adopted. The bullet below identifies the proposed location of the amendment in the current bylaws.
 - **Proposed Location in Bylaws:** Article V, Section 4. Elections, B. Elections Procedures, 2. Eligibility

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
2. Eligibility. All nominees shall be members in good standing of The Association. Nominees for the position of President shall hold a doctorate in the field of psychology (Psy.D., Ph.D. and Ed.D.) and must have maintained good financial standing for a minimum of three consecutive years prior to nominee status. Eligibility for officers in the Student Circle of The Association is discussed in Article IX herein. Eligibility for sitting on the Council of Elders is discussed in Article V herein.	See next column. “Proposed Amendment” and “If Adopted, Will Read” columns are the same.	2. Eligibility. All nominees shall be members in good standing of The Association. Nominees for the position of President shall hold a doctorate in the field of psychology (Psy.D., Ph.D. and Ed.D.), must have maintained good financial standing for a minimum of three consecutive years prior to nominee status. The President-Elect shall have served a term previously as a voting member of the Board of Directors (i.e. Treasurer, Secretary, Regional Representative, General

<p>Members with student member status shall vote for Student Circle officers.</p>		<p>Assembly Chairperson or Chairperson of the Student Circle Chair) prior t nominee status. Eligibility for officers in the Student Circle of The Association is discussed in Article IX herein. Eligibility for sitting on the Council of Elders is discussed in Article V herein. Members with student member status shall vote for Student Circle officers.</p>
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