

**By-Laws of**  
**Southwestern Society of Research in Human Development**  
**A Nonprofit Corporation**

Article 1. Name and Purposes

The name of this organization shall be the Southwestern Society for Research in Human Development. The purposes of the Society shall be to stimulate and support research in human development, to encourage cooperation among individuals in the Southwestern region of the United States who are engaged in the scientific study of human development, and to encourage the application of research findings.

Article 2. Principal Office

1. The principal office of the corporation in the State of Texas shall be located in the city of Austin, County of Travis. The corporation may have such other offices, either within or without the State of Texas, as the Board of Directors may determine or as the affairs of the corporation may require from time to time.
2. The corporation shall have and continuously maintain in the State of Texas a registered office, and a registered agent whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be, identical with the principal office of the corporation in the State of Texas, and the address of the registered office may be changed from time to time by the Board of Directors.

Article 3. Membership

1. The membership of the Society shall consist of members and student members. Any individuals who have contributed to or furthered research in human development shall be eligible for membership.
2. Any registered student in residence at an educational institution who has not completed all requirements for the doctoral degree and who is sponsored by a member of the Society may become a student member, with all the rights of a member.
3. On all the matters calling for action by the membership of the Society, each member or student member shall have one vote, and no voting by proxy shall be allowed.

#### Article 4. Officers

1. The elected officers of the Society shall be a President, a President-Elect, a Secretary/Historian, and a Treasurer. The President-Elect, the Secretary/Historian, and the Treasurer shall be elected directly by the electorate of the Society. The President-Elect shall serve for two years and shall then automatically become President. The Secretary/Historian and the Treasurer shall serve for four-year terms. In addition to these officers, the Society's membership shall elect two Members-at-Large to the Board of Directors, each of whom shall serve for a four-year term. One of these Members-at-Large shall be chosen at each biennial election, so that the two individuals serve overlapping terms. The Board of Directors shall also include a Student Representative, who shall be chosen from among student members of the Society, by vote of all members and student members. The term of the Student Representative shall be two years. The Board of Directors shall appoint one or two Newsletter Editor(s) to two-year terms. Officers need not be residents of Texas.
2. The President shall serve as Chairperson of the Society. He or she shall preside at all business meetings, act as Chair of the Board of Directors and exercise supervision over the affairs of the Society, seeking the approval of the Board of Directors where appropriate. The President shall be authorized to fill any vacancies that may occur on the committees described below in Article 8, in order to ensure that positions are filled for the remainder of unexpired terms, and shall perform such other duties as are incident to the office or may properly be required by vote of the Board of Directors or the membership of the Society at any duly constituted meeting.
3. The President-Elect shall serve as vice-president of the Society for two years, and shall succeed to the office of President for the ensuing two-year period. During his or her term as President-Elect, he or she shall perform the duties of the President in the event of the absence or incapacity of that individual, and in case of the President's resignation, on through his or her own term of office. The President-Elect shall serve as a member of the Board of Directors and shall chair meetings of that board in the absence of the President.
4. The Secretary/Historian shall keep the records of all meetings of the Society, of the Board of Directors of the Society, issue calls and notices of meetings, and collect/maintain historical documentation of the Society's activities and newsletters. In addition, the Secretary/Historian shall have custody of the historical property and files of the Society, and serve as a member of the Board of Directors.

5. The Treasurer shall make disbursements as authorized by the Board of Directors, collect dues, act on membership applications, maintain records of membership, and once a year make a written report to the membership on the Society on the Society's financial status and on the activities of the Society and its Board of Directors during the previous year.
6. The elected Members-at-Large of the Board of Directors and the Student Representative shall represent the interests of the membership in supervising the affairs of the Society as members of the Board of Directors. The Member-at-Large who has the least time remaining in his or her term of office (the Senior Member-at-Large) shall serve as the Chairperson of the Nominating Committee and conduct the election of new officers.
7. The Newsletter Editor(s) shall be appointed by the Board of Directors at the time of the biennial meeting of the Society, to serve for a two-year period. The Newsletter Editor(s) shall prepare editions of the Newsletter for the Society on a regular basis. Also, the Newsletter Editor(s) shall serve as an ex officio, non-voting member of the Board of Directors.
8. In case of death, incapacity, or resignation of any of the members of the Board of Directors excepting the President, the remaining members of the Board of Directors shall by majority vote elect a successor to serve until the next meeting of the Society.

#### Article 5. Board of Directors

1. The Society's Board of Directors shall consist of the President, the President-Elect, the Secretary-Historian, the Treasurer, two Members-at-Large, the Student Representative, and the Newsletter Editor(s) (ex-officio).
2. The Board of Directors shall have the responsibility of supervising the affairs of the Society, performing the duties specified in these By-Laws. Actions of the Board of Directors that affect Society policies are subject to approval by majority vote of the membership of the Society at a regular business meeting or responding to a special mail ballot.
3. The Board of Directors shall call regular and special meetings of the Society. It shall have the power to fill vacancies in its membership resulting from death, resignation, or other causes, such as appointees to hold office until the next biennial election. It shall be authorized to interpret the By-Laws. When the Board of Directors is not in session,

the President may make such temporary rulings as are necessary, subject to review by the Board of Directors at its next meeting.

4. The Society's President shall be Chair of the Board of Directors and the Secretary-Historian of the Society shall serve as the Secretary of the Board of Directors. A majority of the members shall constitute a quorum for the Board of Directors: a majority vote of those Board members present shall be sufficient for decision making. When the committee is not in session, questions may be submitted by mail to members for their vote.
5. The Board of Directors shall meet at least once each biennium at the time of the Biennial meeting of the Society. Additional meetings of the Board may be called by the President or by a majority of the members of the Board of Directors.

#### Article 6. Nomination, Elections, and Appointments

1. The Society's officers and the members of the Board of Directors shall be elected by a preferential count of the members of the Society responding to a mail ballot.
2. The new officers and members of the Board of Directors shall assume their offices at the end of the biennial meeting of the Society held in the year in which they are elected.
3. The Nominations Committee shall invite suggestions for nominations from the electorate for the offices of President-Elect, Secretary-Historian, Treasurer, Member-at-Large, and Student Representative to the Board of Directors. This invitation will be issued by mail nine months prior to the biennial meeting and shall specify the return of suggestions to the Nominations Committee no later than seven months prior to the date of the biennial meeting. The Nominations Committee shall select the final slate of candidates. This selection shall be guided by the suggestions of the electorate. The Nominations Committee shall ascertain the willingness of the nominees to serve, if elected. The election ballot shall contain the names of at least two nominees for each position, as well as spaces for write-in candidates. The Nominations Committee shall submit the election ballot to the Secretary-Historian at least six months in advance of the date of the biennial meeting, obtain the membership mailing list from the Treasurer, and distribute the ballot to the electorate at least five months prior to the date of the biennial meeting. The specified date of return of the ballot shall be no later than three months prior to the date of the biennial meeting. The ballots shall be returned to the Senior Member-at-Large of the Board of Directors, who with the other

member's of the Nominations Committee shall be responsible for the tabulation of the ballots. The Senior Member-at-Large shall report the results of the ballot to the Secretary-Historian, who will notify the successful and defeated candidates of the results of the election. The names of the newly elected officers of the Society shall be reported to the Society membership at the biennial business meeting by the Senior Member-at-Large.

4. Officers shall assume office at the close of the biennial meeting and shall hold office until their successors are elected and assume office in their stead.
5. At its meeting at the time of the biennial meeting of the Society, the Board of Directors will select chairpersons for the Society committees to serve for the following biennium.

#### Article 7. Meetings

1. The Board of Directors shall call at least one general meeting of the society each biennium, on even-numbered years. The time and place of the meeting shall be determined by the Board of Directors. At each Biennial meeting of the Society, there shall be at least one business meeting at which the officers and members of the Board of Directors shall report to the Society and respond to questions from the membership.
2. Special business meetings of the Society shall be held at any time upon call of the Board of Directors or upon the call of one-fifth of the electorate of the Society. The Board of Directors shall determine the time and place of such meetings.
3. Notice, in writing, for every regular or special business meeting shall be mailed to each member and student member of the Society no fewer than fifteen days before any such meeting, and if for a special meeting, such notice shall state the object or objects thereof.

#### Article 8. Committees

1. The Nominations Committee shall consist of the Senior Member-at-Large of the Board of Directors and two members of the Society appointed by the Board of Directors. The Member-at-Large shall chair the committee.
2. The Program Committee shall normally consist of three members appointed by the Board of Directors. The Board of Directors shall designate one of these individuals to chair the committee. To ensure

adequate evaluation of program proposals, the committee may refer selected proposals to the judgment of appropriate members of the Society who are not members of the committee. The Program Committee shall communicate with one member of the Local Arrangements Committee who shall serve a liaison function. The Program Committee will issue the announcements and call for papers for the meeting and distribute a program in advance of the meeting. Modifications of the format are subject to review by the President.

2. The Local Arrangements Committee shall normally consist of three members. The Board of Directors shall appoint one member who will chair the Committee: The President, in consultation with that member, shall appoint two other members or student members.
3. The President, in consultation with the Board of Directors, shall appoint ad hoc committees from time to time to facilitate the functioning of the Society.

#### Article 9. Dues

1. Changes in biennial dues and assessments of any special dues shall be recommended by the Board of Directors and decided by a majority vote of those present and voting at a regular business or responding to a mail ballot of the membership.
2. Dues are charged for a period of two calendar years, to include the even numbered years in which the Society holds its biennial meeting, and the odd numbered years in which the Society does not meet. Dues statements will be mailed and dues requested in the third quarter of the odd-numbered years. The dues cycle begins on the even numbered years and ends on the odd numbered years.

#### Article 10. Amendments

1. Amendments to these By-Laws may be adopted by the Society by a simple majority vote of the membership responding to a mail ballot. It is necessary that each proposed amendment has been first either presented and read at the preceding business meeting or mailed to each member and student member or published in the Newsletter of the Society at least two months prior to the final vote.
2. Amendments may be proposed by the Board of Directors or by petition of at least five percent of the electorate of the Society.

#### Article 11. Implementation

These By-Laws shall be implemented when they have been adopted at the organizational meeting of the Board of Directors. Prior to that meeting, the By-Laws shall have been ratified by a simple majority of the membership responding to a mail ballot.

Adopted: Spring 1983. Amended: Spring 1999.