



**August 1, 2016**

## **SSWR Bylaws Revisions Summary**

### **ARTICLE III. OFFICERS, DUTIES, AND TERMS OF OFFICE.**

**Section 1 lists the officers of the Society.** Currently the section reads “The officers of the Society shall consist of a president, a president-elect, a vice-president, a vice-president-elect, a secretary, and a treasurer.

**Proposed Revision reads** “The officers of the Society shall consist of a president, a president-elect, a past-president, a vice-president, a vice-president-elect, a past vice-president, a secretary, and a treasurer.” (See page 2 of the proposed bylaw revisions document.)

The proposed revisions are recommended for accuracy to include the past-president and the past vice-president as officers.

**Section 2, paragraph 3** indicates the president’s role with regard to standing committees. Currently the section reads “The president is an ex-officio member of all standing committees.”

**Proposed Revision reads** “The president is an ex-officio member of all standing committees except for the Nominations and Election Committee.” (See page 2 of the proposed bylaw revisions document.)

The proposed revision is recommended to be consistent with the intent of composition of the Nominations and Elections Committee (see ARTICLE V. COMMITTEES OF THE SOCIETY, Section 2. Nominations and Elections Committee) that except for the chair, no other officer or member of the Board serve on the committee.

**Section 4, paragraph 4** addresses the duties of the vice-president, the vice president-elect and the past vice-president. Currently the section reads “The vice-president shall serve a three-year term, the first year as vice president-elect, the second year as vice president, and the third year as past Conference Committee Chair.

**Proposed Revision reads** “The vice-president shall serve a three-year term, the first year as vice president-elect, the second year as vice president, and the third year as past vice-president.” (See page 2 of the proposed bylaw revisions document.)

The proposed revision is recommended for consistency.

**Section 5, paragraph 2** addresses the duties of the secretary. Currently the section reads “The secretary shall: (a) record, maintain and distribute minutes of the annual membership meeting

and regular meetings of the Board of Directors; (b) edit the Society’s newsletter; (c) maintain important papers and records for the Society’s archives; (d) maintain and deposit minutes, committee reports, and other reports to the Society’s archives; and €maintain records of all ballots of elections, and other matters voted upon by the membership.”

**Proposed Revision** deletes “edit the Society’s newsletter.” (See page 3 of the proposed bylaw revisions document.)

The proposed revision is recommended for accuracy.

**ARTICLE IV. BOARD OF DIRECTORS, DUTIES, AND TERMS OF OFFICE**

**Section 1** addresses the composition of the Board of Directors. Currently it reads “The Board of Directors shall consist of (a) the officers of the Society and (b) seven members-at-large. One member-at-large serves as student member and is elected for two years. Six are elected for staggered three-year terms, with two members elected each year. All members have voting privileges.

**Proposed Revision reads** “The Board of Directors shall consist of (a) the officers of the Society and (b) nine members-at-large. One member-at-large serves as student member and is elected for two years. One member-at-large serves as an early career member and is elected for three years. The early career member shall have completed their PhD no longer than four years prior to the start of their term. Eight are elected for staggered three-year terms. All members have voting privileges. (See page 3 of the proposed bylaw revisions document.)

The proposed revision increases the number of members-at-large from seven to nine which includes the one student member-at-large. With the increasing number of standing committees, the growth of the membership of the Society, and the increasing size of the annual conference, the work of the Board has increased and requires additional volunteers. Furthermore, given the emphasis that SSWR has placed on the development of a research career in social work, the Board recommends that one of the two new positions be designated as an “early career member-at-large.”

**Please note:** Adjustments to the election schedule are needed to implement the increased number of members-at-large as proposed in Article IV: Section 1 (above). The Board will use the following plan to increase the size of the Board.

Governance Year	Action
For 2017-2018 Members-at-large	<p>Terms of two current members-at-large ends. The ballot will include three member-at-large positions two to replace the outgoing members-at-large and one for the new member-at-large position.</p> <p>The Nomination and Election Committee will designate a double slate of six candidates who will run for the three member-at-large positions.</p>

For 2017-2018 Early Career Member-at- large	The ballot will include one early career member-at-large position.  The Nomination and Election Committee will designate a double slate of two candidates who will run for the one early career member-at-large position.
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If you approve the change to Article IV, Section 1, you also are approving this mechanism for increasing the number of members-at-large. Please note that every third year, the election ballot would include two nominees for the early career member-at-large position.

## **ARTICLE V. COMMITTEES OF THE SOCIETY**

**Section 4. The Awards Committee** addresses the responsibilities of the awards committees. Currently, paragraph 2 reads “The Committee shall be responsible for soliciting nominations and selecting awardees for all awards presented by the Society, with the exception of the Distinguished Achievement Award, which is the responsibility of the President.

**Proposed Revision reads** “The Committee shall be responsible for soliciting nominations and selecting awardees for all awards presented by the Society, with the exception of the Distinguished **Career** Achievement Award, which is the responsibility of the President.” (See page 5 of the proposed bylaw revisions document.)

The proposed revision is recommended for accuracy.

### **Section 8. The Membership Committee is a new standing committee.**

The Membership Committee will consist of at least five members of the Society. It will be chaired by a member of the Board of Directors and will include no more than one other member of the Board. The Committee shall be responsible for recruiting new members to the Society and to retain existing members. (See page 5 of the proposed bylaw revisions document.)

Establishing the Membership Committee as a standing committee indicates the importance of its work to Society.

### **Section 9. The Social Policy Committee is a new standing committee.**

The Social Policy Committee shall consist of at least six members. It will be chaired by a member of the Board of Directors. The members of the Social Policy Committee shall be selected by the chair and shall include members appointed from the Society’s general membership. (See page 5 of the proposed bylaw revisions document.)

Establishing the Social Policy Committee as a standing committee indicates the importance of its work to the Society.

### **Section 10. The Research Capacity Development Committee is a new standing committee.**

The Research Capacity Development Committee shall be co-chaired by two members of the Board, including the early career member-at-large and consist of at least three Board members, including the doctoral student representative to the Board, and at least four members from the Society's general membership. (See page 5 of the proposed bylaw revisions document.)

Establishing the Research Capacity Development Committee indicates the importance of its work to the Society.

## **ARTICLE VI. MEETINGS OF THE BOARD OF DIRECTORS**

**Section 3. This section addresses the number of Board members which constitutes a quorum.** Currently the section reads "Eight members of the Board of Directors shall constitute a quorum.

**Proposed Revision reads** "Nine members of the Board of Directors shall constitute a quorum." (See page 6 of the proposed bylaws revisions document.)

The proposed revision is recommended for accuracy. With the addition of two members-at-large the quorum must increase proportionately.

## **ARTICLE VIII. ADMINISTRATIVE OFFICE OF THE SOCIETY**

**This section addresses the staffing** of the administrative office. Currently it reads "The Board of Directors may appoint an administrative director, define the administrative director's duties, approve compensation or contract fees and terminate the administrative director's employment. The administrative director will be specifically accountable to the president of the Society and the Finance Committee."

**Proposed Revision reads** "The Board of Directors may appoint an executive director or an administrative director or other professional staff, define the director's duties, approve compensation or contract fees and terminate the executive or administrative director's employment. The executive director or administrative director will be specifically accountable to the president of the Society and the Finance Committee." (See page 7 of the proposed bylaws revisions document.)

The proposed revisions provide increased flexibility in the staffing and responsibilities of the SSWR staff.