Bylaws and Proposed Revisions for Division Two

For the past 3 years, the Bylaws Revision Committee, first chaired by Patricia Keith-Spiegel and then myself, with the assistance of Margaret A. Lloyd, has been working on revising the Division bylaws. These changes reflect the critical need to separate the office of Secretary-Treasurer and redistribute some other tasks to streamline the operation of the Division. The duties of each office have been made more specific as compared to other officers, indicating the importance of the competent and timely execution of duties. The duties of the Membership Chair and the Election Committee Chair have also undergone necessary changes, primarily as they relate to interfacing with the Secretary and the Treasurer. Other changes are as follows: (a) Articles I, 3; II, 4; and II, 8 are deleted because they either violate APA policy or could place the Division in legal jeopardy; (b) alterations related to the three "task-oriented" committees (Secondary and Undergraduate Education, Graduate and Continuing Education, and Ethics) are proposed to maximize the optimum functioning of these three committees; (c) the concept of the Membership Committee is changed; (d) the Office of Teaching Resources in Psychology is added; (e) some functions of the Fund for Excellence are formalized; and (f) an emergency provision is added. The Executive Committee has approved these changes, and they are now being forwarded to the membership for a vote. The bylaws revision indicates wording that is proposed for deletion (in italics and in parentheses). New language is underscored.

Elizabeth V. Swenson
Bylaws Task Force Chair

BYLAWS OF THE DIVISION ON THE TEACHING OF PSYCHOLOGY OF THE AMERICAN PSYCHOLOGICAL ASSOCIATION
(Modified and Approved in 1989)

ARTICLE I— Name and Purpose

1. The name of this organization shall be the Division on the Teaching of Psychology of the American Psychological Association.

2. The purposes of the organization shall be to foster superior education and to promote excellence in the teaching of psychology, wherever it occurs; to facilitate the execution, communication, and application of research on the teaching of psychology; to disseminate information on curricula, advising, methods, and (equipment) technology designed to facilitate such teaching; and to promote continuing education programs for improving the teaching of psychology.

(3. The Division is a division of the American Psychological Association as its primary affiliation but may affiliate with other organizations by vote of the Executive Committee and the members of the business meeting.)

ARTICLE II—Membership

1. The Division shall consist of four classes of membership: Fellows, Members, Associates, and Affiliates.

2. Fellows, Members, and Associates shall be persons who qualify for Fellow, Member, and Associate status, respectively, according to the bylaws of the APA. Affiliates shall be persons who are not Fellows, Members, or Associates of APA.

3. Fellows, Members, Associates, and Affiliates shall be persons who are, or have been, engaged in activities directly related to the purposes of the Division.

4. People shall be approved for membership by the Membership (Committee) Chair and Treasurer. (The list of new members shall be ratified by the members at the annual meeting.) The Membership Chair will notify new Members and Affiliates.

5. The (Secretary-Treasurer) Secretary of the Division, directly or through the APA Central Office, shall notify new members of their election (immediately after the annual meeting). Such election shall be effective on January 1 of the following year, or as soon (thereafter) as the Division dues assessed by the APA are paid. (Affiliates shall be notified and billed by the Secretary-Treasurer or a person designated by the Secretary-Treasurer.) The Secretary, or a person designated by the Secretary, shall notify Affiliates of their membership status and send them dues notices.

6. (Any member may be expelled from the Division for cause by a two-thirds vote, taken by secret ballot, of the members present and voting at an annual meeting. Such vote shall be taken only upon recommendation by a special committee of three members to be appointed by the Executive Committee of the Division to investigate the particular case, the committee's recommendation to be submitted (a) only after it has accumulated the relevant facts and has given the accused member an opportunity to answer the charges; and (b) after the committee's recommendations have been reviewed and approved by a majority vote, taken by secret ballot, of the Executive Committee of the Division.)

Persons who qualify for Fellow status according to the bylaws of the APA and who have been actively engaged in the teaching of psychology in a recognized institution for a period of 5 years or more, not less than 3 of which shall have been spent in employment in the same institution, may be approved by the Fellows Committee. After approval by the APA, their names will be announced to the membership as Fellows.

7. All Fellows in Division Two shall be designated by the name Fellow in the Teaching of Psychology.

8. On (all) matters calling for action by the membership of the Division, each Fellow, Member, Associate, and Affiliate shall have one vote, and no voting by proxy shall be allowed. Only Fellows, Members, and those Associates who are eligible to vote in APA elections may vote in the Division Two Council Representative election.

ARTICLE III—Officers

1. The elected officers of the Division shall be a President, a President-Elect, a Past President, (a Secretary-Treasurer), a Secretary, a Treasurer, and one or more Representatives to the Council of Representatives, as provided for in the bylaws of the APA. The officers appointed by the Executive Committee shall be the Chairs of the
standing committees and the Editor of TEACHING OF PSYCHOLOGY.

2. The Representatives to APA Council will not simultaneously hold another office in the Division.

3. The elected officers of the Division shall be Fellows or Members of the Division and of the APA.

4. The officers shall be elected by the voting members of APA by the ballots mailed and counted by APA. Affiliates shall also vote for all the officers, except Representatives to APA Council, by ballots mailed and counted by the ((Secretary–Treasurer)) Secretary or person designated by the Secretary. ((The Secretary–Treasurer and President shall combine the total vote of these two elections to declare the winners of the elections.))

5. An Archivist, appointed by the Executive Committee, will serve as an ex officio member of the Executive Committee. The duties consist of maintaining items of historical interest to the Division and working with the President to coordinate appropriate disposition and housing of the Division's papers. The term of office for the Archivist will be 3 years, with the possibility of renewal for one or more additional terms.

6. The Executive Director of the Office of Teaching Resources in Psychology (OTRP), appointed by the Executive Committee, will serve as an ex officio member of the Executive Committee. It shall be the duty of the Executive Director to maintain the office that distributes teaching materials approved by the Advisory Task Force to OTRP, to facilitate the development of the materials, to assist with editing and direct production of the OTRP projects, and to take directives from the OTRP Advisory Task Force appointed by the President. The term of office for the Executive Director will normally be 5 years, with the possibility for one or more additional terms. The OTRP Advisory Task Force will consist of up to five members, one of which will serve as Chair, for 3-year appointments. Efforts will be taken to assure that the OTRP Advisory Task Force is composed of representatives from different types and levels of educational institutions. The OTRP Advisory Task Force will determine and oversee all aspects of the office, including editorial decisions and policy.

7. The term of office for the President shall be 1 year, for the President–Elect, 1 year, ((and)) for the ((Secretary–Treasurer)) Secretary, 3 years, and for the Treasurer, 3 years. The terms of Council Representatives shall be governed by the provisions of the bylaws of the APA. The term of the Editor of TEACHING OF PSYCHOLOGY shall be 6 years. Ordinarily, the Editor shall serve no more than two consecutive terms.

8. It shall be the duty of the President to preside at all meetings of the Division, to act ex officio as Chair of the Executive Committee of the Division, to preside at meetings of the President's Cabinet, to supervise the affairs of the Division with the approval of the Executive Committee, to appoint all necessary committees and task forces to accomplish the business of the Division, and to perform other duties incident to the office or that may be required by vote of the Executive Committee. In addition, the President prepares the official annual roster of officers, committees, and task forces and forwards it to the Secretary for mailing to appropriate organizations and individuals.

9. It shall be the responsibility of the President–Elect to serve as a member of the Executive Committee and President’s Cabinet and 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 ((of the latter)).

10. ((It shall be the duty of the Secretary–Treasurer to issue calls and notices of meetings and of nominations of officers or to arrange with the APA Central Office for issuing such announcements; to keep the records of the Division; to arrange for billing, voting, and mailings to Affiliates of the Division; to have custody of all funds and property of the Division; to collect any special dues that may be voted in accordance with Article VIII of these bylaws and to make disbursements as authorized by the Executive Committee; to prepare the annual proposed budget and to make an annual budget report; to serve as a member and secretary of the Executive Committee and President’s Cabinet and ex officio as a member of the Program and Election Committees; and to serve as Treasurer of the Fund for Excellence and as an ex officio member of the Fund Board.))

It shall be the duty of the Secretary to mail membership renewal forms to all current non-APA Affiliate Members; to correspond with or refer members or other persons who request information about the Division and its activities to appropriate sources, to retain custody of and to maintain the official nonfinancial records of the organization and to coordinate with the Archivist the disposition of obsolete records, to maintain custody of all property of the Division; to take minutes at all Executive Committee and Business Meetings, to coordinate with the APA Central Office activities and mailings associated with Division activities, and to perform other duties related to the tasks described and other organizational needs as they arise.

11. It shall be the duty of the Treasurer to collect dues from all current non-APA Affiliate Members and forward these to APA in a timely fashion; to maintain custody of the funds and financial records of the Division; to work with the President, Editor of TEACHING OF PSYCHOLOGY, and representatives of the publisher of TEACHING OF PSYCHOLOGY as required; to maintain records of receipts and expenditures of the Division; to deposit receipts in a timely fashion; to make timely disbursements as authorized by the Executive Committee; to prepare a proposed budget for approval at the annual Executive Committee Meeting; to prepare an annual financial statement for the annual Executive Committee Meeting; to notify 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.

12. The Division Representatives to the APA Council of Representatives shall perform the duties and accept the responsibilities specified in the bylaws of the APA and will bring important issues to the attention of the President’s Cabinet or Executive Committee. The Representatives shall also serve as members of the Executive Committee.

13. In case of the death, incapacity, or resignation of any of these officers (except the President), the Executive Committee shall, by majority vote, elect a successor to serve until the next annual meeting of the Division. If a candidate for office withdraws or is incapable of serving after the bal-
looting but before the outcome of the election has been announced, the Election 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 unexpired term shall be filled by the President-Elect.

14. The Past President shall write the annual report of the Division’s activities of that year to be submitted to the APA.

ARTICLE IV—Executive Committee and President’s Cabinet

1. There shall be an Executive Committee of the Division consisting of the President, the immediate Past President, the President-Elect, the Secretary, the Treasurer, the Representative(s), and the Cabinet with which the President will consult. The Cabinet shall include the immediate Past President, President-Elect, Secretary, Treasurer, the Representative(s), and the Editors of TEACHING OF PSYCHOLOGY, and the Chairs of the committees.

2. The Executive Committee shall have general supervision of the affairs of the Division subject to the provisions of these bylaws. This Committee shall appoint the Editor of TEACHING OF PSYCHOLOGY and the chairs and members of committees as specified in these bylaws.

3. The President shall preside at all meetings of the Executive Committee, and the Secretary shall be Secretary of the Committee. Secretary shall be responsible for recording and preparing the minutes.

4. In the event that the President cannot consult with the entire Executive Committee, there shall be a President’s Cabinet with the President will consult. The Cabinet shall include the immediate Past President, President-Elect, Secretary, Treasurer, the Representative(s), and the Editors of TEACHING OF PSYCHOLOGY.

ARTICLE V—Nominations and Elections

1. The elected officers of the Division shall be determined by majority vote of Fellows, Members, Associates, and Affiliates of the Division, voting on a mail ballot, with the exception of Representatives to APA Council, for whom Affiliates may not vote.

2. The Election Committee shall issue a call for nominations for the office of President-Elect, for the Secretary-Treasurer, and for the APA Council Representatives, (not later than February 15th of each year) according to the time-line specified by APA. The results of this nomination procedure shall be considered for advisory purposes by the Election Committee in setting up a slate of candidates for the final selection.

3. The Election Committee Chair shall report the names of persons nominated for each office to the Central Office of APA (not later than March 15th of each year) by the deadline specified by APA. The APA Central Office will issue the election ballot in accordance with the bylaws of the APA.

4. 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.

5. (The preferential count of the votes for each) The count of the votes for each Division Two office shall be obtained by the Secretary-TreasurerSecretary from the Election Committee of the APA, and these counts shall be referred to the Division’s Election Committee which shall announce the election results at the annual business meeting of the Division.

6. Officers shall assume office at the close of the next annual meeting (at which they are elected) following their election and shall hold office until their elected successors (are elected and) assume office in their stead.

7. When an APA Council seat is lost on an apportionment ballot, the most recently elected council representative vacates the seat.

ARTICLE VI—Meetings

1. The annual meeting of the Division shall take place during the annual convention of the APA and in the same locality, for the transaction of business, the presentation of scientific papers, and discussions of professional matters in the field of the Division’s interests.

ARTICLE VII—Committees and Task Forces

1. Committees of the Division shall consist of standing Committees provided by these bylaws and such Task Forces (special committees) as may be established by vote of the members of the Executive Committee. Co-chairs may be appointed when the needs of the Division are best served by this arrangement.

2. Committee(s) Chairs shall serve for the term of the President unless otherwise specified by the bylaws. Under certain circumstances, to preserve the continuity of an ongoing project that enhances the welfare of the Division, a Committee Chair may retain this position for an additional year.

3. Committees shall ideally be constituted of persons selected from among all four categories of membership, and the Executive Committee should attempt to distribute membership category representation on Committees when appropriate. Because the Chair of Committees (usually) often is the person serving the third year of a term and because Affiliates may not serve as (Chair of a Committee) a Committee Chair, the usual rotation of Committee members into the chair must take this into account, perhaps by adding an extra Committee member or changing the rotation. Division Two Affiliates are eligible to chair a Task Force.

4. There shall be eight standing Committees: the Membership Committee, the Fellows Committee, the Program Committee, the Election Committee, the Committee on Graduate and Continuing Education, the Committee on
Secondary and Undergraduate Education, the Committee on Teaching Awards, and the Committee on Ethical Issues.

5. The Membership Committee shall consist of a Chair selected by the President with the approval of the Executive Committee (from persons who have, if possible, served on the Membership Committee) and an unspecified number of Committee members. The Chair and the Committee members will serve (in that role) for a period of 3 years. The duties of the Chair are to develop, maintain, and dispense Division recruitment brochures, flyers, and membership application forms; to serve as the contact for inquiries regarding such matters as Division Two membership qualifications and dues and the application process; to work with the Division President, Treasurer, Editor of Teaching of Psychology, and representative of the publisher of Teaching of Psychology as needed; to plan and conduct programs to recruit new members, to process applications from prospective new members and forward these to the Treasurer; to maintain an up-to-date roster of new members in all categories who have joined during the past year and forward it to the Secretary and the Treasurer; to be responsible for providing a roster of all categories of members when requested; to send a letter to new members in all categories welcoming them to the Division; to send the publisher's student discount enrollment form to all new student Affiliates; to provide the Secretary with mailing labels for all new Affiliate and APA Members for use in the annual election; and to compile a list of new members to be published annually in Teaching of Psychology. (In addition, the Chairperson shall appoint, with the approval of the President of the Division, three other persons from the Division to serve on the Membership Committee. These persons shall normally serve for 2 years.) The Chair may recruit an unspecified number of other Division Two members from various geographical locales to serve as Membership Representatives. Membership Representatives activities will be coordinated and supervised by the Chair. In addition, the Secretary-Treasurer Secretary and the Treasurer shall be ex officio members of this Committee. (It shall be the duty of this committee to solicit and receive applications for membership, to examine the credentials submitted, and to approve each applicant for membership in the Division.)

6. The Fellows Committee shall consist of three members who are Fellows of the Division, one of whom shall be designated as Chair, ordinarily the person serving the third year of a term. Terms of service on the Committee shall be 3 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 APA and the Division according to APA and Division standards and shall approve those individuals deserving of recognition as Fellow. In case of nominees who are not Fellows of other APA divisions, the (Executive) Fellows Committee will forward materials to the APA Membership Committee.

7. The Program Committee shall consist of three members. The Chair shall be appointed by the President with approval of the Executive Committee for a 2-year term. Other members of the Committee shall be the President and President-Elect. The program reviewers shall be selected by the Program Chair from as broad a range of institutions and areas of interest as possible. In addition, the Secretary-Treasurer Secretary shall be an ex officio member of this Committee. It shall be the duty of the Program Committee to make arrangements for the program and annual meeting of the Division in accordance with Article VI of these bylaws and to coordinate the program with the convention program arranged by the Program Committee of the APA.

8. The Election Committee shall consist of the three most recent Past Presidents of the Division, the senior member serving as chair. A member of the Election Committee may not be considered for elective office. In addition, the Secretary-Treasurer shall be an ex officio member of this committee. The Chair issues calls for nominations or announces for same with APA and is responsible for mailing the proposed slate of officers to APA's Office of Board/Council Operations by the deadline specified by APA. The Chair also receives the election vote count from APA. It shall be the duty of this Committee, in cooperation with the Election Committee of APA, to conduct and supervise the elections of the Division as provided in Article V of these bylaws.

9. The Committee on Secondary and Undergraduate Education shall consist of three to five members appointed by the President with the approval of the Executive Committee, one of whom shall be designated as Chair. Each member shall normally serve a 3-year term (except that the initial appointments shall be staggered to permit orderly rotation of membership). The Chair (of the person who is serving a third year on the Committee) will be appointed from among the current committee members. The Committee shall consider and report to the Executive Committee on matters related to prebaccalaureate and baccalaureate education in psychology, including that provided in colleges, universities, junior or community colleges, and high schools. The Committee should develop a charge and time frame for its agenda. Special subcommittees may, with the approval of the Executive Committee, be appointed to consider specific aspects of the Committee's charge.

10. The Committee on Graduate and Continuing Education shall consist of three to five members appointed by the President with the approval of the Executive Committee, one of whom shall be designated as Chair. Each member normally serves a 3-year term (except that the initial appointments shall be staggered to permit orderly rotation of membership). The Chair (of the person who is serving a third year on the Committee) will be appointed from among the current committee members. The Committee shall consider and report to the Executive Committee on matters relating to graduate and continuing education in psychology. The Committee shall develop a charge and time frame for its agenda. Special subcommittees may, with the approval of the Executive Committee, be appointed to consider specific aspects of the Committee's charge.

11. The Committee on Teaching Awards shall consist of a Chair and Associate Chair appointed by the President with the approval of the Executive Committee for a 3-year term. Additional members of the Committee will be appointed by the Chair with approval of the Executive Com-
mittee. It shall be the duty of this Committee to determine the recipients of the Division's annual awards for demonstrated teaching excellence. The Committee may establish subcommittees consisting primarily of previous award winners to accomplish its task. Further, the Committee, in conjunction with the Chair of the Program Committee, is responsible for formal presentation of these awards at the annual meeting. At the expiration of the term of the current Chair of the Committee on Teaching Awards, that Chair will usually be succeeded by the current Associate Chair of the Committee.

12. The Committee on Ethical Issues shall consist of three to five members appointed by the President with the approval of the Executive Committee, one of whom shall be designated as Chair. Each member shall normally serve a 3-year term (except that initial appointments shall be staggered to permit orderly rotation of membership). The Chair (the person who is serving a third year on the Committee) will be appointed from among the current committee members. The Committee shall consider and report to the Executive Committee on matters pertaining to ethical issues of teaching and academic life. The Committee should develop a charge and time frame for its agenda.

13. The President may establish a Task Force to pursue any topic relevant to the concerns of the Division with the approval of the Executive Committee. The Task Force shall be given a charge and time frame for executing that charge.

ARTICLE VIII—Dues

1. Changes in annual dues and assessments of any special dues shall be recommended by the Executive Committee and shall be decided by the majority of members voting by mail ballot.
2. The minimum membership dues are $2 per year for each category of APA membership, paid to the Division by the APA out of the members' annual dues to the APA.
3. Increases in journal subscription costs necessitated by contractual agreements with the publisher may be passed on to the membership without a vote of the membership.
4. Dues for Affiliates shall be determined by the Executive Committee to cover expenses to the Division and the subscription to TEACHING OF PSYCHOLOGY.

ARTICLE IX—Division Publications

1. The official publication of the Division shall be TEACHING OF PSYCHOLOGY. This journal shall be devoted to the improvement of teaching and learning at all educational levels, including precollege and continuing education. The journal shall include empirical research on teaching and learning; studies of teacher or student characteristics; investigations of student, course, or teacher assessment; essays on teaching and learning; innovative course descriptions and evaluations; curriculum designs; bibliographic material; demonstrations and laboratory projects; book and media reviews; divisional and other news items; and readers' commentary.

2. Editing of the journal shall be the responsibility of the Editor with the support of an Associate Editor and an appropriate editorial staff. The Associate Editor and members of the editorial staff shall be appointed by the Editor, subject to approval by the Executive Committee.
3. The search for the Editor shall be conducted by a committee appointed by the President.
4. The Executive Committee shall review and approve the annual report and the budget of the journal presented by the Editor.

ARTICLE 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 Division Two 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 whom (who) are Members or Affiliates of the Division, appointed by the Division President's Cabinet (or Executive Committee). The Division's Treasurer shall be an ex officio, nonvoting member of the Board.
   b. Each Board member shall serve a term of 6 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 determine how the income shall be distributed. 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 Chair and Executive Secretary shall be elected by the Board from its members. Their term of office shall be 2 years; they may be reelected as long as they serve on the Board. (The Treasurer of the Division shall serve as Treasurer of the Fund and shall maintain the bank account and disburse funds as directed by the Board.)
4. Use of the Fund shall be determined by the Board. Expenses for raising money and managing the Fund shall be proposed by the Board in an annual budget that is submitted for approval to the Executive Committee of the Division. The Board shall determine the size of the awards and other expenditures that promote excellence in teaching. The Board shall determine investment policies and, after seeking appropriate financial advice, shall direct the Executive Secretary to make specific investments. The Board shall review the investment portfolio annually.)

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 Division and to the members at the annual business meeting of the Division 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 Treasurer, and to prepare the annual report.

c. The Treasurer of the Division 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 XI—Amendments

1. The Division, at any annual meeting by a vote of two thirds of the members present, or by a majority of the members of the Division 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 in an appropriate Division publication 2 months prior to the final vote on the proposed amendments.) published as a ballot in an appropriate Division publication 2 months before the count.

2. Ballots should be mailed to the (Secretary-Treasurer) Secretary. (Counting of the ballots will be supervised by the President's Cabinet.) The Secretary counts them 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 Division if the membership incurs no additional financial liability. Should the bylaw alteration or suspension be deemed appropriate to stand, the change will be submitted to the membership of the Division using the mechanisms for bylaw amendment as spelled out in this section.
Ballot on Bylaws Revision

Changes that are merely "housekeeping" or nonsubstantial changes in wording (e.g., changes made for consistency and clarity) are not listed on this ballot, although all changes in the bylaws are shown on the preceding pages.

Only members of Division Two (Fellows, Members, Associates, and Affiliates) may vote on bylaw changes. To verify your membership, please print your name on the outside of the envelope in which you return the ballot. Please return the ballot by June 15, 1995, to the Division Two Secretary at the following address:

Bernard C. Beins
Department of Psychology
Ithaca College
Ithaca, NY 14850-7290

ARTICLE I: Name and Purpose
(a) Addition of advising as one of the types of information disseminated by the Division.
IN FAVOR __ OPPOSED __

(b) Deletion of the section on affiliation with other organizations.
IN FAVOR __ OPPOSED __

ARTICLE II: Membership
(a) Approval of new Members by the Membership Chair and the Treasurer and the procedure for approval and notification of membership.
IN FAVOR __ OPPOSED __

(b) Deletion of the expulsion clause.
IN FAVOR __ OPPOSED __

(c) Only Fellows, Members, and certain Associates can vote for APA Council Representatives. (Also see Article V.)
IN FAVOR __ OPPOSED __

ARTICLE III: Officers
(a) Separation of the offices of Secretary and Treasurer.
IN FAVOR __ OPPOSED __

(b) APA Council Representative will not hold other offices simultaneously in the Division.
IN FAVOR __ OPPOSED __

(c) Voting procedures. (Also see Article V.)
IN FAVOR __ OPPOSED __

(d) Provision for a Division Archivist.
IN FAVOR __ OPPOSED __

(e) Formalization of the Office of Teaching Resources in Psychology.
IN FAVOR __ OPPOSED __

(f) Additions to the duties of the President.
IN FAVOR __ OPPOSED __

(g) Additions to the duties of the Secretary. (Also see Article IV.)
IN FAVOR __ OPPOSED __

(h) Specification of the duties of the Treasurer.
IN FAVOR __ OPPOSED __

(i) Additional duty of the APA Council Representatives.
IN FAVOR __ OPPOSED __

ARTICLE V: Nominations and Elections
(a) Specification of the procedure for reducing the number of APA Council Representatives.
IN FAVOR __ OPPOSED __

ARTICLE VII: Committees and Task Forces
(a) Provision for appointment of Co-chairs.
IN FAVOR __ OPPOSED __

(b) Provision for the continuation of a Chair's term.
IN FAVOR __ OPPOSED __

(c) Distribution of committee membership.
IN FAVOR __ OPPOSED __

(d) Specification of the duties of the Membership Committee Chair.
IN FAVOR __ OPPOSED __

(e) Specification of the duties of the Fellows Committee Chair.
IN FAVOR __ OPPOSED __

(f) Selection of the Program Committee Chair and the reviewers.
IN FAVOR __ OPPOSED __

(g) Procedures for the Fellows Committee.
IN FAVOR __ OPPOSED __

(h) Selection of the members of the following committees: Secondary and Undergraduate Education, Graduate and Continuing Education, Teaching Awards, and Ethical Issues.
IN FAVOR __ OPPOSED __

ARTICLE IX: Division Publications
(a) Search for the journal Editor.
IN FAVOR __ OPPOSED __

ARTICLE X: The Fund for Excellence
(a) Specification of the composition and the duties of the Board.
IN FAVOR __ OPPOSED __

(b) Specification of the duties of the Chair.
IN FAVOR __ OPPOSED __

(c) Specification of the duties of the Executive Secretary.
IN FAVOR __ OPPOSED __

(d) Specification of the duties of the Treasurer.
IN FAVOR __ OPPOSED __

ARTICLE XI: Amendments
(a) Procedures for amending the bylaws.
IN FAVOR __ OPPOSED __

(b) An emergency provision.
IN FAVOR __ OPPOSED __