

BYLAWS of the Alabama Association for Specialists in Group Work

(Revised 1995)

ARTICLE I

NAME AND PURPOSE

Section 1. Name.

The name of this Association shall be the Alabama Association for Specialists in Group Work (hereinafter referred to as ALASGW, or "Association"), which is a Division of the American Counseling Association (ACA), a Division of the Association for Specialists in Group Work (ASGW), and a Division of the Alabama Counseling Association (ALCA).

Section 2. Affiliation.

This Association shall be organized and governed in accordance with the By-Laws of the Association for Specialists in Group Work (ASGW), ACA, and ALCA.

Section 3. Purposes.

The purposes of the Association, in accordance with the general purposes of ASGW, shall be to assist and further the developmental interests of children, youth, and adults by seeking to provide reliable information, structure for educational and professional development activities, and effective services through the group media which are aimed at preventing social problems, maximizing positive human growth and development, and helping all people to replace self-defeating behaviors with self-enhancing behaviors.

ARTICLE II

MEMBERSHIP

Section 1. Types of Membership

- a. The Association shall have only individual members who shall be Regular or Student Members.
- b. Any individual who has a general interest in the area of group work may become a Regular member of ALASGW upon payment of ALACD and Divisional dues.
- c. Any person who is actively enrolled in a college level program of studies may become a Student member of the Association upon payment of dues.

Section 2. Rights and Privileges

- a. ALASGW members shall have all the rights and privileges generally accorded members of a scientific, educational, and professional association including the right to vote and hold elective office.
- b. Only ALASGW members who are also members of ASGW and ALCA may hold office in ALASGW. Members of ALASGW who are not members of ASGW may vote or initiate action at meetings of the Executive Board.

Section 3. Requirements of Membership.

Requirements of membership status are those identified by the by-laws of ASGW.

Section 4. Procedure.

The Executive Committee shall prescribe the forms and procedures to be used in approving applications for membership in accordance with policies established by ALASGW.

Section 5. Severance of Membership

- a. A member may be dropped from membership for any conduct that tends to injure the Association or to affect adversely its reputation, or that is contrary to or destructive of its objective according to the By-Laws and Code of Ethics of the Association. Any member charged with engaging in any such conduct shall be given notice of the precise nature of the charge, shall be given the opportunity to confront witnesses, and shall have the right to appeal to and have a hearing before the Executive Board whose decision shall be final. The Professional Ethics and Standards Committee shall consider any charges made over the signature of two members in good standing and shall have the power to determine whether the charges shall be dropped, whether the accused member shall be permitted to resign, or whether the charges are true, subject, however, to the right of any accused member to appeal to the Executive Board from any final decision of the Professional Ethics and Standards Committee.
- b. A member will be dropped from membership for the nonpayment of dues to ALASGW.

ARTICLE III

OFFICERS

Section 1. Officers and terms of Office

The officers of the Association shall be the President, Past-President, President-Elect, Secretary, Treasurer, Executive Council Members at Large, and Graduate Student Representative. The first officials of the Association shall serve until May 1, 1980. Thereafter, every elected official of the Association shall serve a term limited to one year and may not be self-succeeded in any elected

office. No individual may hold office in the Association who is not a member in good standing of ACA, ASGW, ALCA, and ALASGW.

Section 2. President.

The President shall be the chief executive officer of the Association and the Chair of its Executive Committee. The President shall appoint chairs and members of all committees unless otherwise specifically provided in these By-Laws or by motion establishing such practices. The President shall hold ex-officio membership on all committees. The President shall report annually to the Association upon the actions of the ALASGW and other items of concern to the members. The President shall succeed to the office of the Past-President at the expiration of the term as President.

Section 3. President-Elect.

In the absence of the President, the President-Elect shall act as Chair of all meetings of the Association and/or the Executive Committee. The President-Elect shall succeed to the presidency at the expiration of the term as President-Elect. The President-Elect shall assume responsibilities as Chair of the Program Committee.

Section 4. Past-President.

The Past-President shall serve as a member of the Executive Board.

Section 5. Secretary.

The secretary shall keep the records of the current activities of the Association and of the Executive Committee, and shall perform such duties as assigned by the President. The Secretary shall assume responsibilities as Chair of the Membership Committee. The Secretary shall succeed to the office of President-Elect at the expiration of the term as Secretary.

Section 6. Treasurer.

The Treasurer shall have custody of all funds and other properties belonging to the Association. He or she shall deposit all funds of the Association into such bank or banks as the Executive Committee may direct. He or she shall have the authority to sign checks and drafts on behalf of the Association for the disbursement of funds for duly authorized purposes. The Executive Committee shall from time to time prescribe methods and procedures for authorizing the expenditures of and the accounting for such funds. The Treasurer shall succeed the office of Secretary at the expiration of the term as Treasurer.

Section 7. Member at Large.

The Member at Large shall serve as a member of the Executive Board.

Section 8. Graduate Student Representative.

The Graduate Student Representative shall serve as a member of the Executive Board.

Section 9. Vacancies in Office.

In the event the office of the President shall be vacated, the President-Elect shall serve in that office for the remainder of the unexpired term. Any other elective office which shall be vacated may be filled by a designate of the Executive Board for the remainder of the unexpired term. No person assuming an office under this section shall be ineligible for any office following the unexpired term served unless expressly made ineligible elsewhere in these By-Laws for such other office.

ARTICLE IV

COMMITTEES

Section 1. Standing Committees.

There shall be standing committees of the Association as follows:

- a. Nominations and Elections Committee
- b. Program Committee
- c. Membership Committee
- d. Awards and Resolutions Committee
- e. Publications and Communications
- f. Ethics and Professional Standards

Section 2. Committee Functions.

The Functions of the standing committees shall be as follows:

- a. The Nominations and Elections Committee shall be responsible for carrying out nominations and elections procedures in accordance with these By-Laws. The immediate Past-President shall serve as Chair of the committee.
- b. The Program Committee shall be responsible for the programmed arrangements for the annual meeting. The President- Elect shall serve as Chair of this committee.
- c. The Membership Committee shall actively promote membership in the Association. The Committee shall review the acceptability of such applications. The Secretary and Graduate Student Representative shall serve as Co-Chairs of this committee.

- d. The Awards and Resolutions Committee shall be responsible for reviewing the awards categories authorized by the ALACD and shall prepare and forward to the President a list of nominees for those awards along with the required supporting documents in accordance with the current guidelines from ALACD. The Committee shall also be responsible for writing, reviewing, editing, and rewriting all resolutions proposed for action at the business sessions of the annual meeting. Resolutions not accepted by the Committee may be introduced at the appropriate place in the order of business by those wishing to seek actions on such resolutions.

Section 3. Special Committees.

Special committees may be authorized by either the Association or the Executive Committee. Such committees shall not ordinarily continue for more than two years unless otherwise specified in the motions establishing such committees.

Section 4. Term of Chairs.

Chairs of committees shall serve for one-year terms but may be reappointed to succeed themselves for an additional year unless otherwise specified in these By-Laws.

ARTICLE V

THE EXECUTIVE BOARD

Section 1. Functions of the Executive Board.

The Executive Board shall: (a) be the agency through which the general administrative and corporate affairs of the Association shall be conducted, (b) perform the responsibilities assigned to it by these By-Laws, and (c) conduct, manage, and control the business of the Association between official meetings of the Association.

Section 2. Membership on the Executive Board.

The Executive Board shall be composed of the elected officials of the Association which shall be the President, President-Elect, Past-President, Secretary, Treasurer, Members at Large, and Graduate Student Representative.

Section 3. Meeting.

The Executive Board shall conduct a business meeting during the annual ALCA Workshop and at such other times during the year as is necessary to conduct the affairs of the Association.

ARTICLE VI
MEETINGS OF THE ASSOCIATION

Section 1. State Meetings.

The Association shall convene during state meetings of ALCA.

Section 2. Special Meetings.

Special meetings may be called by the President or the Executive Board. Written notice of the time and place of the meetings shall be given to the membership not less than thirty (30) days prior to the time so fixed.

ARTICLE VII
BUSINESS AFFAIRS OF THE ASSOCIATION

Section 1. Special Proceedings.

The Constitution and By-Laws of the ASGW shall govern the proceedings of this Association not otherwise specified in the By-Laws.

Section 2. Reports.

All elected officials and committee chairs shall submit a written report to the annual meeting of the Executive Board and at such other times as the President may request.

Section 3. Fiscal Year.

The Fiscal year shall be the same as observed by ALCA and ACA.

Section 4. Interest of Individual Members.

No member or other individual, shall have or acquire any severable or transferable interests in the property of the Association.

ARTICLE VIII
DUES

Section 1. Dues

Members of this Association (Regular and Student) shall be assessed annual of \$4.00.

ARTICLE IX

ELECTION OF OFFICERS

Section 1.

Nominees The Nominations and Elections Committee, on obtaining the consent of all nominees, shall prepare an official slate of two candidates for each of the officer positions.

Section 2.

Election the ballot of nominees shall be mailed to the membership for voting. The Nominations and Elections Committee shall assume responsibility for conducting the election, counting ballots, and reporting the results of the election to the membership.

Section 3.

Assignments of Duties Officers so elected shall assume the duties of their offices on May 1, following their election.

Section 4.

Vacancies in Unexpired Terms In case of vacancy in the office of President, the President-Elect shall succeed to the President's unexpired term and continue through the term for which he or she was elected. The Executive Committee shall have the power to fill any vacancy in other offices until the next regular election.