

**BY-LAWS OF
THE ASSOCIATION FOR RESEARCH IN PERSONALITY**

ARTICLE I. PURPOSES

The purposes of the Association for Research in Personality (hereinafter "Association") include:

- (a) To promote the conduct and communication of scientific research in the field of personality.
- (b) To encourage education and training in those fields of science that contribute to research in personality.
- (c) To enhance diversity through research support, fostering collaborations, and efforts to broaden the focus of personality research.
- (d) To publish books, journals, or other publications, and to hold conferences and other meetings, that are likely to further the aims of the Association.
- (e) To receive gifts in cash or kind for the promotion of the purposes of the Association.

ARTICLE II. MEMBERS AND MEMBERSHIP

Section 1. Members. Members of the Association shall be individuals who have a research or scholarly interest in personality. Full members shall ordinarily be holders of the doctoral degree although other individuals without this qualification may be admitted to membership. Associate members shall ordinarily be currently enrolled students, although in certain circumstances, nonstudents may be admitted to associate membership. Full and Associate members are eligible to vote in Association elections. Full members are eligible to serve on the Executive Board of the Association. To remain in good standing, members will maintain the standards of integrity that are expected of a scientist. Failure to pay annual dues shall constitute resignation from the society.

Section 2. Records. The Secretary/Treasurer shall keep a record of the names and contact information of all members and these records shall be conclusive as to the membership of any individual in the Association. Communications sent by the Association to the last email address of any member as it appears in the records of the Association shall be deemed to have been properly addressed.

ARTICLE III. OFFICERS

Section 1. Enumeration. The officers of the Association shall be a President, a Past-President, a President-elect, an Executive Officer, and a Secretary/Treasurer.

Section 2. President. The President shall preside at all meetings of the Association and the Executive Board. The President, in consultation with the Executive Board, shall have executive charge and control of the management of the Association. The President, in consultation with the Executive Board, shall appoint members to any committees of the Association. The President shall serve a two year term, and then shall serve a two year term as Past-President. After completing a term as Past-President, an individual is not eligible for election to a subsequent complete term, but may complete, as per Section 5 of this Article, a term if a vacancy arises. In the period between when an individual has been elected as President for the coming year but has not begun their term as President, they will serve as President-elect.

Section 3. Executive Officer. The Executive Officer is responsible for coordinating the activities of the Association and the collection and documentation of incoming monies to the Association. The Executive Officer is a non-voting member of the Executive Board and helps to coordinate elections. The Executive Officer maintains the mailing list and serves as an assistant to the President. The Executive Officer is appointed by the President in consultation with the Executive Board for a three year term.

Section 4. Secretary/Treasurer. The Secretary/Treasurer shall keep a record of the membership of the Association, minutes of the meetings of the membership, and minutes of the meetings of the Executive Board. The Secretary/Treasurer shall also keep or cause to be kept accounts of funds of the Association, and of all disbursements and liabilities of the Association, and shall have the care and custody of the funds and documents of the Association. The Secretary/Treasurer shall collect dues and disburse funds of the Association according to the direction of the Executive Board, and provide statements showing the financial condition of the Association. The Secretary/Treasurer shall serve a four year term, and may be elected to a second, but not a third consecutive term.

Section 5. Vacancies. If any office becomes vacant for any reason, a successor to hold office for the unexpired portion of the term shall be chosen by a majority vote of the Executive Board.

ARTICLE IV. EXECUTIVE BOARD

Section 1. Enumeration and Terms of Office. The Executive Board shall consist of the Officers (as listed in Article III) and six additional members who shall each serve a term of three years. All members of the Executive Board must be full members of the

Association. Executive Board members may not serve consecutive terms, but after a hiatus of one year between each term, may serve without limit on the number of terms.

Section 2. Vacancies. In the case of a vacancy in the Executive Board, the remaining members of the Board shall elect a replacement from the membership of the Association to serve the remainder of the term.

Section 3. Meetings. The meetings of the Executive Board shall be held when called by the President or requested by a majority of the members of the Board. Notice of the time and place of meetings of the Executive Board shall be given by written notice emailed to each Board member and invited attendee not later than 10 days prior to the date of the meeting.

Section 4. Quorum. A quorum of the Executive Board shall consist of a majority of its voting members. A majority of Board members present is sufficient for passage of a motion.

Section 5. Powers and Duties. The Executive Board shall exercise general supervision over the management of the affairs of the Association and shall be the primary authority on matters of policy and procedure within the Association. It shall have the power to appoint or employ agents or committees to assist the Officers and Board in fulfilling their duties, may fix the compensation of these agents, and may remove them from their positions. The Executive Board determines the amount of annual Association dues. It is the responsibility of the Executive Board to periodically oversee an audit of the financial records maintained by the Secretary/Treasurer.

Section 6. Action Without a Meeting. The Executive Board may act without a meeting by consent of the majority of the Board members. In such cases, communications among Board Members shall be by telephone, email, or any other communication medium deemed suitable by that majority. Such action shall have the same force as an action carried out at a meeting of the Board. In bringing an action, the Board member bringing the action initiates conversation on an action and provides a timeframe for the conversation. At the end of the time period allotted, the Executive Board may either initiate further conversation or move to a vote. Any member of the Executive Board may move to vote. A move to vote should include a clear statement of the action being voted on, a reminder to vote via the Executive Officer who will tally the votes, a timeline for voting, and the meaning (in favor, against, abstention) of a non-response to the call for a vote.

Section 7. Remuneration. Officers and members of the Executive Board serve without remuneration. Reimbursement for expenses actually incurred by attendance at a

meeting will not ordinarily be granted. Where reimbursement of such expenses appears necessary, it must be approved by the Executive Board in each case.

ARTICLE V. COMMITTEES

Association committees are convened by the Executive Board as either standing or *ad hoc* committees. Committees are expected to work closely with each other and the Executive Board to ensure the Association is meeting its stated purpose. Committee chairs will be appointed by the Executive Board. They will hold a two year term with the possibility for reappointment. Committee chairs are responsible for carrying out the duties of the committee, attending Board Meetings as non-voting representatives, and reporting on their activities to the Board prior to Board Meetings. Committee members will be appointed by committee chairs with approval from the board. Committee members will serve two year terms with the possibility for reappointment.

ARTICLE VI. MEETINGS

Section 1. Meetings. A business meeting of the members of the Association shall be called to order as part of the program of any Association sponsored gathering of members for scientific exchange.

Section 2. Special Meetings. When requested by a majority of the Executive Board, or upon petition by a majority of regular members, the President of the Association shall call a special meeting of the Association to be held at a time and place listed in the request or petition.

Section 3. Notice of Meetings. Notice of the time, place, and agenda of any meeting shall be given by a written notice emailed to each member of the Association at least 30 days before the date of the meeting.

Section 4. Quorum. A quorum shall consist of 10% of the full members.

Section 5. Votes at Meetings. Except as indicated in this section, motions at a meeting shall pass if approved by a majority of members present. But (i) amendments to these bylaws shall require approval of two-thirds of members present and (ii) if the number of members present is fewer than 50% of the total of full members, a motion to refer any motion to electronic ballot has precedence and requires the approval of only 20% of the members present.

ARTICLE VII. ELECTIONS

Section 1. Nominations and Slates of Candidates. The current Executive Board shall determine a slate of candidates for officers and members of the future Executive Board.

This determination will follow an open call for nominations sent to the member listserve by the Executive Officer. Any individual receiving nominations from at least five members of the Association must be placed on the ballot.

Section 2. Conduct of Elections. The election shall be conducted via the internet by the Executive Officer and the chair of the Web committee who will provide all regular members of the Association with a digital ballot. In those instances where more than two individuals are on the ballot for an office, the Hare system will be used to determine the outcome of that election.

Section 3. Timing of Elections and Assumption of Office. Elections shall be completed annually sometime between April 1 and July 1, and ballots shall be provided to members at least two weeks prior to the close of balloting. An election shall be held each calendar year. Terms of all newly elected Officers and Board members begin on January 1 in the year following the election.

ARTICLE VIII. AMENDMENTS

Amendments to these Bylaws may be proposed by any member of the Association by submitting the proposed Amendment to the Secretary/Treasurer. If endorsed by the Executive Board, the amendment will be placed before the membership for a vote. Alternatively, any proposed amendment endorsed by ten or more members and submitted to the Secretary/Treasurer will be placed before the membership for a vote.

Proposals for amendments that have been approved under one or other of these provisions shall be submitted to the membership for vote by email. A two-thirds vote of those casting ballots shall be required for the adoption of an amendment. Two weeks shall elapse between distribution of the ballots and counting of the votes. Amendments that are adopted shall go into effect upon notification to the membership by the Secretary/Treasurer, such notification being required.

ARTICLE IX. CONFLICTS OF INTEREST

In the case of conflicts of interest in any Association proceedings, individuals should recuse themselves from the proceeding and, where necessary, request that the Executive Board appoint a designated replacement.

ARTICLE X. AUTHORITY

Questions of order not covered by these bylaws shall be covered by the most recent edition of Alice Sturgis' "The Standard Code of Parliamentary Procedure."

ARTICLE XI. ASSOCIATION FINANCES

The Association shall maintain its own bank accounts opened under its own federal identification number.

ARTICLE XII. DISSOLUTION

In the event of dissolution of the Association, whether voluntary or involuntary, the assets of the Association, after the payment of all debts, shall be distributed to one or more organizations operated exclusively for charitable, educational, or scientific reasons in satisfaction of the purposes listed in Article I of these bylaws.

Updates to Article III, Section 3; Article IV, Section 6 and New Articles V, IX, and XI adopted by a vote of the membership certified on December 26, 2020

Section 1 Modified by vote of the membership certified on May 1, 2023.